



CITY OF

STAUGUSTINE™

---EST. 1565---

CITY OF ST. AUGUSTINE SPECIAL MAGISTRATE CODE ENFORCEMENT

WEDNESDAY, OCTOBER 1, 2025 - 9:00 AM

ALCAZAR ROOM

1. Swearing in of Staff
2. Approval of Minutes
3. General Public Comments for Items Not on the Agenda
4. Modifications to the Agenda
5. New Violation Hearing
 - a) CE2025-0456
Pitts Barry Living Trust
Pitts, John Paul
17 Salt Run Ct
Ch. 25 Sec. 25-56-
Tree removal and
replacement
6. Fine Assignment Hearing
 - a) CE2024-0394
Wolkoff William J Trust
Wolkoff, William J
186 Pelican Reef Dr
Ch. 25 Sec. 25-56-
Tree removal and
replacements.
 - b) CE2025-0232
Beale, Jason
10 Sanchez Ave
Ch. 28 Sec. 28-146-
Registration.

- c) CE2025-0314
Anderson, Teresa
Anderson, Robert Lee Jr
33 Nesmith Ave
Ch. 19 Sec. 19-3-
Unlawful conditions.

7. Fine Reduction Hearing

8. Lien Hearing

9. Compliance Hearing

- a) CE2021-0227
Augustine Development
Group LLC
215 Anastasia Blvd
Ch. 8 Sec. 8-608-
Permits required.

- b) CE2022-0268
Trinity Chr Of St Aug Vestry
2 Artillery Ln
Ch. 29 Sec. 29-27-
Permits required for
construction.

- c) CE2025-0386
Gunther, Jeffrey
18 Locust St
Ch. 28 Sec. 28-146-
Registration.

- d) CE2025-0431
Rose Howard N Revocable
Trust
Rose, Howard Noel
219 Zoratoa Ave
Ch. 28 Sec. 28-146-
Registration.

10. Previously Heard Cases Update

- a) CE2024-0464
Hutchinson, Michael W
204 Pelican Reef
Ch. 25 Sec. 25-56-
Tree removal and replacement.

- b) CE2024-0590
Kunsch Properties LLC
222 W King St
Ch. 8 Sec. 8-608-
Permits required.

- 11. City Attorney Items
- 12. Other Business
- 13. Adjournment

Notices: In accordance with Florida Statute 286.0105: "If any person decides to appeal any decision made by the Code Enforcement, Adjustments and Appeals Board with respect to any matter considered at this scheduled meeting or hearing, the person will need a record of the proceedings, and for such purpose the person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this proceeding should contact the individual or agency sending notice not later than seven days prior to the proceeding at the address given on the notice. Telephone: (904) 825-1007; 1-800-955-8771 (TDD) or 1-800-955-8770 (V), via Florida Relay Service.

Please note that one or more members of the City Commission or its appointed boards or committees may attend this meeting and participate, however they may not engage in a discussion or debate amongst themselves on any issue that will likely come before their respective elected or appointed body.

The materials prepared and presented are part of the City's ongoing Florida Public Records and Government in the Sunshine compliance and are not intended to be relied upon or to reach investors or the trading market.

CITY OF ST. AUGUSTINE

Special Magistrate Meeting
Wednesday, September 3, 2025

The Special Magistrate met Wednesday, September 3, 2025, at 9:00 A.M. in the Alcazar Room at City Hall. The meeting was called to order by Becky Vose, and the following were present:

1. Swearing in of Staff:

Also Present: Becky Vose, Special Magistrate
April Owen, Assistant City Attorney
Richard Schauland, Building Official
Barry Fox, Code Enforcement Manager
Curtis Boles, Code Enforcement Inspector
James Tomaselli, Code Enforcement Inspector
Emily Howington, Recording Secretary

2. MODIFICATION TO THE AGENDA

There were none.

3. APPROVAL OF MINUTES

The Special Magistrate approved the August minutes.

4. General Public Comments (3 minutes per individual)

The Special Magistrate heard from the following member of the public:

- BJ Kalaidi, West City of St. Augustine, spoke on her appreciation of these hearings.

5. NEW VIOLATION HEARING

5.A. CE2025-0431

**Rose Howard N Revocable Trust
Rose Howard Noel
219 Zoratoa Ave
Ch. 28 Sec. 28-146-Registration.**

Barry Fox, Code Enforcement Manager, said the respondent was identified as listed and he reviewed the violation as Ch. 28 28-146- Registration. Mr. Fox said the

notice of violation, notice of hearing was served and affidavits were on file.

Morganne Lanni, Code Enforcement Officer, reviewed the case, the violation, and provided background information.

Mrs. Lanni stated the City software shows the property was used as a short-term rental since January 2010 and no active registration on file. The NOV was issued August 13, giving the respondent 10 days to register. On August 20 the NOH was issued.

Mrs. Lanni stated no contact could be made with respondent, so she cannot confirm if respondent understands the violation.

Ms. Vose asked if the respondent was present; however, no one was present.

ORDER

Ms. Vose issued an Order Finding in Violation and allowed the respondent until Friday at 5pm, which was 2 days to register, after which a fine of up to 250 per day would be imposed.

5.B. CE2025-0448
Kunsch Properties LLC
222 W King St
Ch. 8 Sec. 8-457- Unlawful continuance.

Barry Fox, Code Enforcement Manager, said the respondent was identified as listed and he reviewed the violation as Ch. 8 Sec. 8-457- Unlawful continuance. He said the notice of violation, notice of hearing was served and affidavits were on file.

James Tomaselli, Code Enforcement Officer, reviewed the case, the violation, and provided background information.

Mr. Tomaselli stated the Stop Work Order was posted but work continued. A NOH was issued on Aug 21, 2025.

Ms. Vose asked if the permits were issued.

Mr. Tomaselli replied that there was already an existing case for interior renovation work that didn't have a permit, but additional permits for grease traps could be obtained with the stop work order, but the permits for additional work were applied for but had not been issued.

Mr. Fox relayed that a stop work order stays in place even if additional individual work is permitted, if the original work does not have a permit.

Ms. Vose asked if the continuance was about the grease trap and asked how long the permit had been issued.

Mr. Fox stated the permit had been issued for 1 day.

Ms. Vose asked if the respondent was present; however, no one was present.

ORDER

Ms. Vose issued an Order Finding in Violation and stated the property was in violation for 1 day and set the fine to

\$250, the respondent had 30 days to pay.

6. FINE ASSIGNMENT HEARING

6.A. CE2024-0590
Kunsch Properties LLC
222 W King St
Ch. 8 Sec. 8-608-Permits required.

Barry Fox, Code Enforcement Manager, said the respondent was identified as listed and he reviewed the violation as Ch. 8 Sec. 8-608- Permits required He said relayed the history of the case and the previous orders.

As of March 8, 2025, the property is still out of compliance. The time out of compliance was 179 days and the fine amount may total to \$44,750.

Ms. Vose asked for the city's cap on fine amounts, Mr. Fox stated \$50,000.

Ms. Vose asked if the respondent was present; however, no one was present.

ORDER
Ms. Vose issued an Order imposing fine in the amount of 44,750. The respondent has 30 days to pay.

6.B. CE2025-0204
Chip Shot Properties LLC
32 St Francis St
Ch. 8 Sec. 8-608-Permits required.

Barry Fox, Code Enforcement Manager, said the respondent was identified as listed and he reviewed the violation as Ch. 8 Sec. 8-608- Permits required He said relayed the history of the case and the previous orders.

Ms. Vose asked if the respondent was present; Mark Wainwright was present.

Mr. Wainwright stated he had been working with architects and HARB and recently got HARB approval and once that was processed next week, they will apply for a permit.

Mr. Fox stated an attempt was made to comply before the end of the compliance period, but there was an error and then they had to go to HARB.

Buddy Schauland stated they attempted to apply March 6, 2025, 1 day prior to compliance deadline.

Ms. Vose asked if worked continued March 6, 2025. Mr. Wainwright said no, and Mr. Fox confirmed work has not continued.

ORDER

Ms. Vose issued an Order and stated no fine assigned and found the property in compliance and case is closed.

6.C. CE2025-0314

Anderson Teresa D Etal

Anderson Robert Lee Jr

33 Nesmith Ave

Ch. 19 Sec. 19-3-Unlawful conditions.

Barry Fox, Code Enforcement Manager, said the respondent was identified as listed and he reviewed the violation as Ch. 8 Sec. 8-608- Permits required He said relayed the history of the case and the previous orders.

As of August 6, 2025, property is still out of compliance.

Mr. Vose asked if there had been any contact with the property owner.

Curtis Boles said attempts were made and 1 phone call was made early in the process but no contact since.

Mr. Fox stated city staff had contacted the brother listed on the property.

Ms. Vose asked Mr. Boles if the neighborhood was disrupted by the violation.

Mr. Boles stated yes, he had multiple complaints, and the property was out of compliance on August 3, 2025.

ORDER

Ms. Vose issued an Order Imposing a Fine with a fine up to \$250 per day beginning August 3, 2025, for each day out of compliance.

6.D. CE2025-0396

Gunther, Jeffrey

18 Locust St

Ch. 28 Sec. 28-146-Registration.

Barry Fox, Code Enforcement Manager, said the respondent was identified as listed and he reviewed the violation as Ch. 8 Sec. 8-608- Permits required He said relayed the history of the case and the previous orders.

As of August 8, 2025, the property is out of compliance.

Ms. Vose asked Mrs. Lanni for the status of notifying the respondent.

Mrs. Lanni stated she had no contact. Ms. Vose asked if notice was sent by regular mail, Mrs. Lanni stated it was sent only by certified mail and that the notice is also posted on the property.

ORDER

Ms. Vose issued an Order Imposing a Fine and set the fine to \$250 per day from August 9, 2025, until compliance is met.

7. FINE REDUCTION HEARING

(None)

8. LIEN HEARING

(None)

9. COMPLIANCE HEARING

9.A. CE2024-0209

Teisan Revocable Living Trust
Teisan, Gregory W
47 Grove Ave
Ch. 28 Sec. 28-33-
Certificates of occupancy.

Barry Fox, Code Enforcement Manager, said the respondent was identified as listed and he reviewed the violation as Ch. 8 Sec. 8-608- Permits required He said relayed the history of the case and the previous orders.

Mr. Fox stated as August 18, 2025, the property is in compliance.

ORDER

Ms. Vose issued an Order Closing Case for Compliance.

10. PREVIOUSLY HEARD CASES UPDATE

10.A. CE2022-0268

Trinity Chr of St Aug Vestry
2 Artillery Ln
Ch. 29 Sec. 29-27-
Permits required for construction.

Barry Fox, Code Enforcement Manager, said the respondent was identified as listed and he reviewed the violation as Ch. Permits required for construction. He said relayed the history of the case and the previous orders.

Mr. Fox stated these cases were not noticed and just require discussion so that they may be noticed for hearings at a later date.

Ms. Vose stated she was understanding that the process was long but respondent worked with the city and were closed to being in compliance.

Mr. Fox stated the respondent will be in compliance with the city code and

requirements, but not technically with the previous order.

Mr. Fox stated once he received the permitting approval, the respondent will be noticed for a compliance hearing for October 1, 2025.

10.B. CE2024-0394

Wolkoff William J Trust
Wolkoff, William J
186 Pelican Reef Dr Ch. 28 Sec. 28-56-
Tree removal and replacement.

Barry Fox, Code Enforcement Manager, said the respondent was identified as listed and he reviewed the violation as Ch tree removal and replacement. He said relayed the history of the case and the previous orders.

Mr. Fox stated these cases were not noticed and just require discussion so that they may be noticed for hearings at a later date.

Mr. Fox stated city staff learned that respondent has taken no action but is trying to sell the property.

Ms. Vose asked staff to record the order. Mr. Fox stated they would notice the property for a fine assignment for a set fine.

BF stated staff would record the order of violation and notice the case for a fine assignment hearing in October.

11. ITEMS BY CITY ATTORNEY

12. OTHER BUSINESS

(None)

13. ADJOURNMENT

There being no further business, the meeting was adjourned at 9:47 P.M.

Gretchen R. H. Vose, Special Magistrate

+Transcribed by Emily Howington.

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click [here](#).

Homestead Compliance

Sales Questionnaire Form

If you are a new owner of this property, please click here to submit a Sales Questionnaire

Sales Questionnaire

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1578500000
Location	17 SALT RUN CT
Address	SAINT AUGUSTINE 32080-0000
Neighborhood	Carvers (ICWFR) (713.42)
Tax	1-58 CARVERS ANASTASIA W PT LOTS 1 THRU 6 BLK 23 - 72.05 X
Description*	172.37 X 18.86 X 105.7 X 37.13 & LOT 1 BLK 24 OR1004/1241 & 1078/1321(C/D) & 1952/1984 & 4830/1503 & 6155/1815(D/C) & 6155/1807(L/A) & 6155/1804(P/R) <i>*The Description above is not to be used on legal documents.</i>
Property Use	Multi-Family (Less than 10 Units) (0800)
Code	
Subdivision	Anastasia, Map Of
Sec/Twp/Rng	58-7-30
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	0.480
Homestead	N



Owner Information

Owner Name	Pitts Barry Living Trust D:11-15-2019 100%
	Pitts John Paul Trustee 0%
Mailing Address	9605 CAPENDON AVE APT 108
	PALM BEACH GARDENS, FL 33418-8155

Sec. 25-56. - Tree removal and replacement.

- (a) *Permits required.* It shall be unlawful for any person directly or indirectly to cut down, destroy, remove or effectively destroy by damaging any tree in the city without first obtaining a permit as herein provided. This requirement shall apply to all trees three (3) inches or larger dbh., and to Southern Red Cedar trees (*juniperus silicicola*) more than two (2) feet tall or having a trunk diameter at a point three (3) inches above ground level of more than one (1) inch. Provided, however, that it shall not be unlawful to remove a tree other than a Southern Red Cedar (*juniperus silicicola*) which is less than three (3) inches dbh., nor shall any permit be required for the removal of such tree. In addition, it shall not be unlawful to remove an exempt tree or an invasive species and no permit shall be required for the removal of such.
- (b) *Permit applications and application fees.*
- (1) Permits for removal or relocation of trees shall be obtained by making application for permit to the city planning and building division. The application shall indicate the number, species and diameter breast height (dbh.) of each tree to be removed or relocated and the reasons for the removal or relocation. Such applications for permits for removal or relocation of trees shall be accompanied by a fee of twenty dollars (\$20.00). Such fees are hereby declared to be necessary for the purpose of processing the application and making the necessary inspection for administration and enforcement of this section.
 - (2) Permits for removal or relocation of trees associated with a site plan for a development shall be obtained by making application for permit for the development to the city planning and building division. The application shall be accompanied by a site plan. When the permit for the development is issued it will include tree removal, relocation and replacement as indicated on the approved site plan for the development.
- (c) *Application review.* Upon receipt of a complete application, which may include a site plan for a development, the city planning and building division shall review such application which may include a field check of the site and referral of the application to other departments or agencies as necessary to determine any adverse effect upon the general public welfare, adjacent properties or city services and facilities.
- (1) The planning and building division may issue a tree removal permit for trees which are not considered preserved trees.
 - (2) To remove a preserved tree anywhere on site, approval shall first be given by the code enforcement, adjustments and appeals board, or by the planning and zoning board, if such approval is related to the review of a site plan.
 - (3) In determining whether or not a permit required by this section should be issued, the city planning and building division shall consider and base all decisions on the following:
 - a.

The condition of the tree with respect to disease, insect attack, danger of falling, proximity to existing or proposed structures and interferences with utility services.

- b. The necessity of removing a tree to construct proposed improvements in order to allow reasonable economic use of the property.
- c. The relief of the land where the tree is located and the effect removal of the tree would have on erosion, soil moisture retention, diversion, increased or decreased flow of surface waters and the city master drainage plan or similar plan adopted by the city commission.
- d. The number and density of trees existing in the neighborhood on improved or unimproved property. The planning and building division shall also be guided by the effect removal of a tree would have on property values in the neighborhood where the property is located and on other vegetation in the neighborhood.

e. Whether the tree has been designated a preserved tree.

f. Impact upon the urban and natural environment, including:

Ground and surface water stabilization.

Water quality and aquifer recharge.

Ecological impacts.

Noise pollution.

Air movement.

Air quality.

Wildlife habitat.

g. The ease with which the property owner or agent can alter or revise the proposed development or improvements to accommodate existing trees, including the tree or trees proposed to be removed.

(d) *Issuance of permit.* The planning and building division shall issue the removal permit unless, upon consideration of the criteria set forth above, the division finds any of the following will result:

(1) That the property owner or agent will not be unreasonably affected in shifting the location of the proposed structure, building or improvement, which shift will maintain the existence of the subject trees and still permit construction of such building or improvement on the site.

(2)

That the property owner or agent will not be unreasonably affected in modifying the design of the proposed structure, building or other improvement, which modification will maintain the existence of the trees proposed to be removed and still permit construction substantially similar to that originally proposed.

- (3) That the removal of the subject trees will have a substantial adverse impact on the urban and natural environment.
- (4) That the subject trees are preserved trees and removal must be reviewed by the code enforcement, adjustments and appeals board or the planning and zoning board.
- (e) *Denial of permit.* If the planning and building division denies the removal permit it shall set forth with particularity its reasons for such denial in writing.
- (f) *Appeals.* When a tree removal permit, including a permit for the removal of a preserved tree not involved with a site plan for new development, has been denied by the planning and building division, the property owner or agent may appeal this decision to the nuisance, appeals and adjustment board. The board shall approve or deny the appeal and may impose conditions as required, such as specific tree species and sizes for the required replacement trees. The board may require more stringent replacement requirements than is required by this chapter. The nuisance, appeals and adjustment board shall not be empowered to relax the standards and requirements contained herein. If a preserved tree is approved by the board to be removed, a minimum of two (2) shade trees a minimum of ten (10) feet in height shall be used as replacement. The replacement of trees that have been removed after board approval shall be done within thirty (30) days after the tree has been removed.
- (g) *Relocation and replacement.* As condition to the granting of a permit, the property owner or agent will be required to relocate the tree being removed or required to replace the tree being removed with a tree somewhere within the site. Native vegetation shall be replaced with native vegetation. Shade trees must be replaced by shade trees. Understory and palm trees may be replaced by any type tree. Replacement shade trees shall be a minimum of ten (10) feet high and understory trees shall be a minimum of ten (10) feet high when planted. Each Southern Red Cedar tree (*juniperus silicicola*) removed shall be replaced with a minimum of two (2) Southern Red Cedars of such a size and quality as shall be determined by the city building official to be assured of such Southern Red Cedars' continued viability and growth. The property owner or agent shall also be required to replace the relocated or replacement tree should same die within three (3) years from date of planting.
- (h) *Public lands.* No tree shall be removed from any public property or public right-of-way except in accordance with the provisions of this section.
- (i) *"After the fact" tree removal permits.*
 - (1) The application fee shall be as follows:
 - a.

One hundred dollars (\$100.00) for each tree three (3) inches or more but less than seven (7) inches dbh.

- b. Two hundred dollars (\$200.00) for each tree seven (7) inches or more but less than twelve (12) inches dbh.
- c. Four hundred dollars (\$400.00) for each tree twelve (12) inches or more but less than twenty (20) inches dbh.
- d. Eight hundred dollars (\$800.00) for each tree twenty (20) inches or more dbh.

- (2) The planning and building director may issue an "after the fact" tree removal permit for trees which are not considered preserved trees, but only after considering the above mentioned factors and the reason why a permit was not obtained prior to the removal.
- (3) If the planning and building director denies the "after the fact" tree removal permit, he/she shall set forth with particularity the reasons for such denial in writing. When such permit is denied, said denial may be appealed as stated above to the adjustments and appeals board.
- (4) No "after the fact" tree removal permits shall be issued for the removal of preserved trees. Any such action shall be subject to code enforcement proceedings wherein any explanation or reason for removal without a permit and evidence as to the tree's condition prior to removal may be presented as mitigation.
- (j) In certain instances, it may be impossible or infeasible for a property owner to replace a tree or trees as required by subsection (g) of this section and section 11-28(d) of this Code. In such cases, the owner may instead pay a sum of money into the tree mitigation fund.
 - (1) The amount to be paid into the tree mitigation fund shall be determined by resolution, updated from time to time in order to reflect the actual cost for the city to purchase and plant an appropriate replacement tree offsite.
 - (2) Monies paid into the tree mitigation fund shall be used by the city to plant and maintain trees on the city right-of-way or on city or other public property within the city, with the location to be determined by the city manager or his or her designee, in order to promote street tree rehabilitation, maintain a diverse tree inventory, and support the tree canopy throughout the city.
 - (3) The city manager or his or her designee shall not issue a tree removal permit until the monies owed for tree mitigation are paid in full.

(Ord. No. 04-17, § 1, 10-25-04; Ord. No. 09-17, § 1, 5-11-09; Ord. No. 15-09, § 3, 3-19-15; Ord. No. 20-05, § 1, 2-10-20; Ord. No. 24-07, § 7, 4-8-24)

**CITY OF ST. AUGUSTINE
MEMORANDUM**

TO: Code Enforcement Special Magistrate

DATE: September 25, 2025

SUBJECT: Case Number: CE2025-0456

**RESPONDENT: Pitts Barry Living Trust
Pitts John Paul Trustee**

**LOCATION: 17 Salt Run Court Saint Augustine FL 32080

Parcel Number 1578500000**

VIOLATION: City Code, Chapter 25, Sec. 25-56- Tree removal and replacement.

BACKGROUND INFORMATION:

My name is James Tomaselli, and I have been sworn in. I am a Code Enforcement Officer for the City of St Augustine, in this capacity for approximately 22 months, with prior experience obtained as a State Investigator with DBPR addressing Unlicensed Activity and Contractor Malfeasance for approximately four years. This case, number **CE2025-0456**, concerns the property located at **17 Salt Run Court** in the City of Saint Augustine, located in Saint Johns' County, FL. According to the official records of the Property Appraiser of St. Johns County, the property owner are, **Pitts Barry Living Trust and Pitts John Paul Trustee**, and it is reflected as such on the agenda for today's meeting.

On **September 3, 2025**, I observed a number of Southern Red Cedar Trees in the following diameters 8", 12", 6", 9", 3.5", 4.5", 5", 2", and 1 Palm Tree, had been removed from the property and along the roadway. I conducted a search of the city database Cityworks to determine if any permits or applications had been made for the removal of the trees and determined no applications have been filed; upon my findings, a Notice of Violation was initiated.

I issued an Official Notice of Violation to **Pitts Barry Living Trust and Pitts John Paul Trustee**, on September 11, 2025. In the notice, I cited a violation of the City of Saint Augustine Code, **Chapter 25, Sec. 56- Tree removal and replacement** for removing the exempt trees without approvals or permits.

The Notice of Violation and Notice of Hearing were sent on September via Certified mail and remain in transit according to the USPS Tracking Site. The Notices were sent to the Respondent on September 11, and September 23 via provided email which were stated to have been received by Respondent.

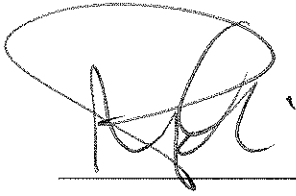
I have made contact with the Respondent and Respondent's Contractor and I feel the all parties

understand the violation. It was explained since the violation was deemed irreversible/irreparable an appearance before the Magistrate was in order.

On September 3, 2025, I photographed the property. The photograph accurately shows what I saw on that date and has not been altered in any way.

Respondent advised Inspector he would appear. Notice of Hearing was posted on the property and at the city Clerks' Office.

That concludes my presentation at this time pending any questions you may have.

A handwritten signature in black ink, appearing to read 'J. Tomaselli', is written over a horizontal line.

James Tomaselli
Code Enforcement Officer

Sep 3, 2025 at 12:21:11 PM
6 Ocean Way
St. Augustine FL 32080
United States



Sep 3, 2025 at 12:22:08 PM
6 Ocean Way
St. Augustine FL 32080
United States



Sep 3, 2025 at 12:27:02 PM
6 Ocean Way
St. Augustine FL 32080
United States



Sep 25, 2025 at 2:19:35 PM
17 Salt Run Ct
St. Augustine FL 32080
United States





Salt Run



CITY OF ST. AUGUSTINE
CODE ENFORCEMENT DIVISION
75 King Street
St. Augustine, FL 32084
904-825-1065

CODE ENFORCEMENT DIVISION

September 11, 2025

IN THE MATTER OF: Name: **PITTS BARRY LIVING TRUST
PITTS JOHN PAUL TRUSTEE**

Address: **9605 Capendone Ave Apt 108
Palm Beach Gardens Florida 33418**

Case #: **CE2025-0456**

HEREBY KNOWN AS RESPONDENT(S)

OFFICIAL NOTICE OF VIOLATION

RE: VIOLATION OF SECTION(S): Code of Law and Ordinances of St. Augustine, Florida

Code Section: **City Code, Chapter 25, Section 25-56, Tree Removal & Replacement**

SITE OF VIOLATION: **117 Salt Run Court Saint Augustine Florida 32080**

LEGAL DESCRIPTION: **1-58 CARVERS ANASTASIA W PT LOTS 1 THRU 6 BLK
23 - 72.05 X 172.37 X 18.86 X 105.7 X 37.13 & LOT 1 BLK
24 OR1004/1241 & 1078/1321(C/D) & 1952/1984 &
4830/1503 & 6155/1815(D/C) & 6155/1807(L/A) &
6155/1804(P/R)**

PARCEL NUMBER: **1578500000**

The City of St. Augustine conducted an inspection and/or review of City records regarding the subject property on **September 3, 2025** which revealed the following violations:

**RESPONDENT REMOVED 8 RED CEDAR TREES: IN THE FOLLOWING
DIAMETERS, 8", 12", 6", 9", 3.5", 4.5", 5", 2", AND 1 PALM TREE WITHOUT THE
THE REQUIRED PERMITS OR PERMISSIONS.**

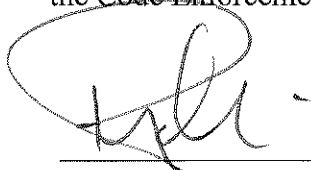
It is the Finding of the Code Enforcement Division of the Planning and Building Department of the City of St. Augustine that the Respondent shall comply with the above cited sections of the City Code of St. Augustine, Florida, **IMMEDIATELY** of the receipt of this Notice, or a fine of

Notice of Violation
CE2025-0456

up to **\$250.00 per day** may be imposed by the Magistrate or Code Enforcement, Adjustments and Appeals Board. The violation may be corrected via:

APPEAREANCE BEFORE THE MAGISTRATE

It is our goal to enforce the codes and ordinances of the City and to protect the health, safety and welfare of the citizens of St. Augustine and, accordingly, your cooperation regarding this matter is greatly appreciated. If you should have any questions concerning this matter, please contact the Code Enforcement Division at (904) 825-1066.



J. TOMASELLI
Code Enforcement Officer
904 669 0665

CITY OF ST. AUGUSTINE
Planning and Building Department
P.O. Box 210
St. Augustine, FL 32085-0210
(904) 825-1066

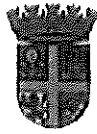
**Certified Mail Number: 9489 0090 0027 6675 2549 28, 9489 0090 0027 6675
2549 35**

cc: John P. Regan, City Manager
CEAAB File

In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this proceeding should contact the individual or agency sending notice no later than seven days prior to the proceeding at the address given on the notice. Telephone (904) 825-1007, 1-800-955-8771 (TDD) or 1-800-955-8770 (V), via Florida Relay Service.

9489 0090 0027 6675 2549 28

9489 0090 0027 6675 2549 35



EST. 1565
ST. AUGUSTINE

**CITY OF ST. AUGUSTINE
CODE ENFORCEMENT DIVISION
75 King Street
St. Augustine, FL 32084
904-825-1065**

CODE ENFORCEMENT DIVISION

OFFICIAL NOTICE OF SPECIAL MAGISTRATE HEARING

September 11, 2025

**IN THE MATTER OF: Owner(s): PITTS BARRY LIVING TRUST
PITTS JOHN PAUL TRUSTEE**

**Address: 9605 Capendone Ave Apt 108
Palm Beach Gardens Florida 33418**

Case #: CE2025-0456

HEREBY KNOWN AS RESPONDENT(S)

RE: VIOLATION OF SECTION(S):

Code of Law and Ordinances of St. Augustine, Florida Chapter (8), Section (608)

SITE OF VIOLATION: 117 Salt Run Court, Saint Augustine FL 32080

**LEGAL DESCRIPTION: 1-58 CARVERS ANASTASIA W PT LOTS 1 THRU 6 BLK 23 - 72.05
X 172.37 X 18.86 X 105.7 X 37.13 & LOT 1 BLK 24 OR1004/1241
& 1078/1321(C/D) & 1952/1984 & 4830/1503 & 155/1815(D/C)
& 6155/1807(L/A) & 6155/1804(P/R)**

PARCEL NUMBER: 1578500000

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet on **WEDNESDAY, October 8, 2025, at 9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street, and you have been placed on the agenda for the meeting in the matter of the following violations:

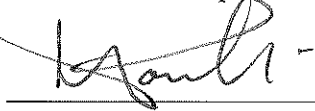
City Code, Chapter 25, Section 25-56, Tree Removal & Replacement -Permits required.

CE2025-0456

This is your "Official Notice" for you or your representative to appear before the Special Magistrate to respond to your violation. The Special Magistrate will conduct a hearing, in accordance with F.S. 162.07, concerning your case and, subsequently, She will issue findings of fact and may order corrective action and compliance by a specific date. Again, we believe it is important that you be present at the meeting to address the Special Magistrate. If the violation is corrected and then recurs, or if the violation is corrected prior to the referenced hearing, this case may still be presented to the Special Magistrate.

In accordance with Florida Statutes 286.0105: "If any person decides to appeal any decision made by the Code Enforcement, Adjustments & Appeals Board with respect to any matter considered at this scheduled meeting, the person will need a record of the proceedings and, for such purpose, the person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

If you have any questions concerning this correspondence, please contact the Code Enforcement Inspector indicated below.



JAMES TOMASELLI**Code Enforcement Inspector****City of St. Augustine****Planning & Building Department****P.O. Box 210****St. Augustine, FL 32085-0210****904 669 0665**

Certified Mail Number: 9489 0090 0027 6675 2549 28, 9489 0090 0027 6675 2549 35

cc: David Birchim, City Manager

In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this proceeding should contact the individual or agency sending notice no later than seven days prior to the proceeding at the address given on the notice. Telephone (904) 825-1007, 1-800-955-8771 (TDD) or 1-800-955-8770 (V), via Florida Relay Service.

AFFIDAVIT OF SERVICE

STATE OF FLORIDA
COUNTY OF ST. JOHNS
CITY OF ST. AUGUSTINE

**PITTS BARRY LIVING TRUST
PITTS JOHN PAUL TRUSTEE**

**9605 CAPENDON AVE APT 108 PALM BEACH GARDENS
FLORIDA 33418**

Respondent (s)

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: **CE2025-04506**

I, **JAMES TOMASELLI**, being duly sworn and deposed say:

1. That I am employed by the City of St. Augustine Code Enforcement Department.
2. That pursuant to Florida Statute 162.12, on **SEPTEMBER 11, 2025**,
I received a copy of the attached Notice of Hearing for the hearing dated **OCTOBER 8, 2025**

PRIMARY SERVICE:

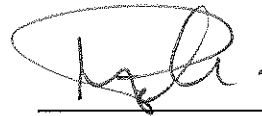
3. That on **SEPTEMBER 11, 2025,/SEPTEMBER 23, 2025**
I mailed said Notice by certified U. S. Mail to the respondent, at the above listed address.
**9489 0090 0027 6675 2549 28, 9489 0090 0027 6675, RESPONDENT STATED VIA EMAIL
HE WOULD ATTEND HEARING ON 10-1-25 COPY OF NOH SENT CERTIFIED
9489 0090 0027 6675 2542 32 AND 9489 0090 0027 6675 2542 25**
4. That on _____
I hand delivered said Notice to _____.

SECONDARY SERVICE:

5. That on, **SEPTEMBER 11, 2025**,
I posted said Notice on the property located at
17 SALT RUN COURT SAINT AUGUSTINE FLORIDA 32080.

6. That on **AUGUST 20, 2025,**

I posted said Notice at the City of St. Augustine Clerks Office located at 75 King St., St. Augustine, FL.



JAMES TOMASELLI

Code Enforcement Inspector

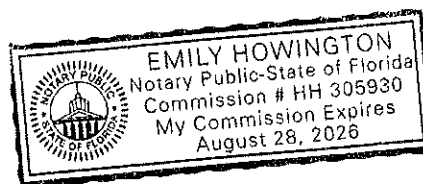
FURTHER, Affiant saith not.

SWORN TO AND SUBSCRIBED BEFORE ME THIS 15 DAY OF September, 2025.



Notary Public, State of Florida

My Commission Expires: 28 day of August, 2026.



St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click [here](#).

Homestead Compliance

Sales Questionnaire Form

If you are a new owner of this property, please click here to submit a Sales Questionnaire

Sales Questionnaire

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1585730130
Location Address	PELICAN REEF DR SAINT AUGUSTINE 32080-0000
Neighborhood	pelican reef (ICW) (628.42)
Tax Description*	111/57-61 PELICAN REEF BLOCK 12 PHASE 6 LOT 13 & N 72.44 FT OF LOT 12 OR5674/1635 <i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Vacant Residential (0000)
Subdivision	PELICAN REEF BLOCK 12 PHASE 6
Sec/Twp/Rng	20-7-30
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	0.610
Homestead	N



Owner Information

Owner Name	Wolkoff William J Trust D:05/07/14 100% Wolkoff William J Trustee 0%
Mailing Address	390 A1A BEACH BLVD #12 SAINT AUGUSTINE, FL 32080-0000

Sec. 25-56. - Tree removal and replacement.

- (a) *Permits required.* It shall be unlawful for any person directly or indirectly to cut down, destroy, remove or effectively destroy by damaging any tree in the city without first obtaining a permit as herein provided. This requirement shall apply to all trees three (3) inches or larger dbh., and to Southern Red Cedar trees (*juniperus silicicola*) more than two (2) feet tall or having a trunk diameter at a point three (3) inches above ground level of more than one (1) inch. Provided, however, that it shall not be unlawful to remove a tree other than a Southern Red Cedar (*juniperus silicicola*) which is less than three (3) inches dbh., nor shall any permit be required for the removal of such tree. In addition, it shall not be unlawful to remove an exempt tree or an invasive species and no permit shall be required for the removal of such.
- (b) *Permit applications and application fees.*
- (1) Permits for removal or relocation of trees shall be obtained by making application for permit to the city planning and building division. The application shall indicate the number, species and diameter breast height (dbh.) of each tree to be removed or relocated and the reasons for the removal or relocation. Such applications for permits for removal or relocation of trees shall be accompanied by a fee of twenty dollars (\$20.00). Such fees are hereby declared to be necessary for the purpose of processing the application and making the necessary inspection for administration and enforcement of this section.
 - (2) Permits for removal or relocation of trees associated with a site plan for a development shall be obtained by making application for permit for the development to the city planning and building division. The application shall be accompanied by a site plan. When the permit for the development is issued it will include tree removal, relocation and replacement as indicated on the approved site plan for the development.
- (c) *Application review.* Upon receipt of a complete application, which may include a site plan for a development, the city planning and building division shall review such application which may include a field check of the site and referral of the application to other departments or agencies as necessary to determine any adverse effect upon the general public welfare, adjacent properties or city services and facilities.
- (1) The planning and building division may issue a tree removal permit for trees which are not considered preserved trees.
 - (2) To remove a preserved tree anywhere on site, approval shall first be given by the code enforcement, adjustments and appeals board, or by the planning and zoning board, if such approval is related to the review of a site plan.
 - (3) In determining whether or not a permit required by this section should be issued, the city planning and building division shall consider and base all decisions on the following:
 - a.

The condition of the tree with respect to disease, insect attack, danger of falling, proximity to existing or proposed structures and interferences with utility services.

- b. The necessity of removing a tree to construct proposed improvements in order to allow reasonable economic use of the property.
- c. The relief of the land where the tree is located and the effect removal of the tree would have on erosion, soil moisture retention, diversion, increased or decreased flow of surface waters and the city master drainage plan or similar plan adopted by the city commission.
- d. The number and density of trees existing in the neighborhood on improved or unimproved property. The planning and building division shall also be guided by the effect removal of a tree would have on property values in the neighborhood where the property is located and on other vegetation in the neighborhood.
- e. Whether the tree has been designated a preserved tree.
- f. Impact upon the urban and natural environment, including:
 - Ground and surface water stabilization.
 - Water quality and aquifer recharge.
 - Ecological impacts.
 - Noise pollution.
 - Air movement.
 - Air quality.
 - Wildlife habitat.
- g. The ease with which the property owner or agent can alter or revise the proposed development or improvements to accommodate existing trees, including the tree or trees proposed to be removed.

(d) *Issuance of permit.* The planning and building division shall issue the removal permit unless, upon consideration of the criteria set forth above, the division finds any of the following will result:

- (1) That the property owner or agent will not be unreasonably affected in shifting the location of the proposed structure, building or improvement, which shift will maintain the existence of the subject trees and still permit construction of such building or improvement on the site.
- (2)

That the property owner or agent will not be unreasonably affected in modifying the design of the proposed structure, building or other improvement, which modification will maintain the existence of the trees proposed to be removed and still permit construction substantially similar to that originally proposed.

- (3) That the removal of the subject trees will have a substantial adverse impact on the urban and natural environment.
- (4) That the subject trees are preserved trees and removal must be reviewed by the code enforcement, adjustments and appeals board or the planning and zoning board.
- (e) *Denial of permit.* If the planning and building division denies the removal permit it shall set forth with particularity its reasons for such denial in writing.
- (f) *Appeals.* When a tree removal permit, including a permit for the removal of a preserved tree not involved with a site plan for new development, has been denied by the planning and building division, the property owner or agent may appeal this decision to the nuisance, appeals and adjustment board. The board shall approve or deny the appeal and may impose conditions as required, such as specific tree species and sizes for the required replacement trees. The board may require more stringent replacement requirements than is required by this chapter. The nuisance, appeals and adjustment board shall not be empowered to relax the standards and requirements contained herein. If a preserved tree is approved by the board to be removed, a minimum of two (2) shade trees a minimum of ten (10) feet in height shall be used as replacement. The replacement of trees that have been removed after board approval shall be done within thirty (30) days after the tree has been removed.
- (g) *Relocation and replacement.* As condition to the granting of a permit, the property owner or agent will be required to relocate the tree being removed or required to replace the tree being removed with a tree somewhere within the site. Native vegetation shall be replaced with native vegetation. Shade trees must be replaced by shade trees. Understory and palm trees may be replaced by any type tree. Replacement shade trees shall be a minimum of ten (10) feet high and understory trees shall be a minimum of ten (10) feet high when planted. Each Southern Red Cedar tree (*juniperus silicicola*) removed shall be replaced with a minimum of two (2) Southern Red Cedars of such a size and quality as shall be determined by the city building official to be assured of such Southern Red Cedars' continued viability and growth. The property owner or agent shall also be required to replace the relocated or replacement tree should same die within three (3) years from date of planting.
- (h) *Public lands.* No tree shall be removed from any public property or public right-of-way except in accordance with the provisions of this section.
- (i) *"After the fact" tree removal permits.*
 - (1) The application fee shall be as follows:
 - a.

One hundred dollars (\$100.00) for each tree three (3) inches or more but less than seven (7) inches dbh.

- b. Two hundred dollars (\$200.00) for each tree seven (7) inches or more but less than twelve (12) inches dbh.
 - c. Four hundred dollars (\$400.00) for each tree twelve (12) inches or more but less than twenty (20) inches dbh.
 - d. Eight hundred dollars (\$800.00) for each tree twenty (20) inches or more dbh.
- (2) The planning and building director may issue an "after the fact" tree removal permit for trees which are not considered preserved trees, but only after considering the above mentioned factors and the reason why a permit was not obtained prior to the removal.
- (3) If the planning and building director denies the "after the fact" tree removal permit, he/she shall set forth with particularity the reasons for such denial in writing. When such permit is denied, said denial may be appealed as stated above to the adjustments and appeals board.
- (4) No "after the fact" tree removal permits shall be issued for the removal of preserved trees. Any such action shall be subject to code enforcement proceedings wherein any explanation or reason for removal without a permit and evidence as to the tree's condition prior to removal may be presented as mitigation.
- (j) In certain instances, it may be impossible or infeasible for a property owner to replace a tree or trees as required by subsection (g) of this section and section 11-28(d) of this Code. In such cases, the owner may instead pay a sum of money into the tree mitigation fund.
- (1) The amount to be paid into the tree mitigation fund shall be determined by resolution, updated from time to time in order to reflect the actual cost for the city to purchase and plant an appropriate replacement tree offsite.
 - (2) Monies paid into the tree mitigation fund shall be used by the city to plant and maintain trees on the city right-of-way or on city or other public property within the city, with the location to be determined by the city manager or his or her designee, in order to promote street tree rehabilitation, maintain a diverse tree inventory, and support the tree canopy throughout the city.
 - (3) The city manager or his or her designee shall not issue a tree removal permit until the monies owed for tree mitigation are paid in full.

(Ord. No. 04-17, § 1, 10-25-04; Ord. No. 09-17, § 1, 5-11-09; Ord. No. 15-09, § 3, 3-19-15; Ord. No. 20-05, § 1, 2-10-20; Ord. No. 24-07, § 7, 4-8-24)

AFFIDAVIT OF NON-COMPLIANCE

STATE OF FLORIDA
COUNTY OF ST. JOHNS
CITY OF ST. AUGUSTINE

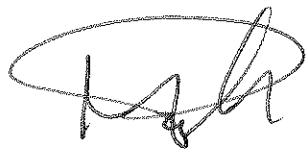
Wolkoff William J Trust
Wolkoff William J Trustee

Respondent

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: CE2024-0394

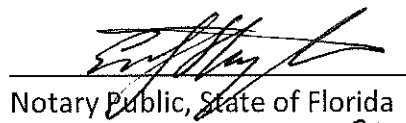
I, JAMES TOMASELLI, have personally examined the property described in the Code Enforcement Order dated November 6, 2024, in reference to the above case, and find that said property is **NOT** in compliance with the City of St. Augustine Code of Ordinance(s), Chapter 25 Sec 25& 26 Tree Removal and Replacement as of , September 25, 2025.

FURTHER, Affiant saith not.



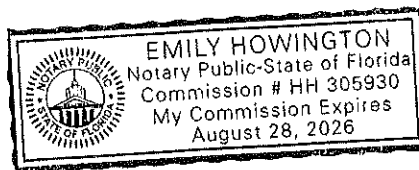
Code Enforcement Inspector
James Tomaselli

SWORN TO AND SUBSCRIBED BEFORE ME THIS 25 DAY OF September, 2025.



Notary Public, State of Florida

My Commission Expires: 28 day of August, 2026.





BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

ORDER FINDING VIOLATION

Public Records of St. Johns County, FL
Clerk number: 2025078337
BK: 6227 PG: 311
9/25/2025 1:10 PM
Recording \$44.00

CASE NUMBER: CE2024-0394

IN THE MATTER OF:

Wolkoff William J Trust,

Wolkoff William J Trustee

186 PELICAN REEF DR, Saint Augustine, FL, 32080 (Hereinafter referred to as Respondent)

RE: VIOLATION OF SECTION(S): Code of Law and Ordinances of St. Augustine, Florida:

City Code, Chapter 25, Section(s) 28 & 56, Tree removal and replacements.

VIOLATION SITE: **186 PELICAN REEF DR, Saint Augustine, FL, 32080**

LEGAL DESCRIPTION: **111/57-61 PELICAN REEF BLOCK 12 PHASE 6 LOT 13 & N 72.44 FT OF LOT 12
OR5674/1635**

PARCEL NUMBER: **1585730130**

THE SPECIAL MAGISTRATE HEARD TESTIMONY AND EXAMINED EVIDENCE AT A HEARING
HELD ON , AND, BASED ON THE EVIDENCE, HAS ADJUDGED AS FOLLOWS:

FINDINGS OF FACT AND CONCLUSIONS OF LAW

1. Respondent is the legal owner and/or occupant of the subject property and was duly notified of the hearing held on , in accordance with Chapter 162 F.S.

The respondent and/or representative _____ was / ☒ was not present

2. During a routine code enforcement inspection of the property, staff observed the following code violations on May 17, 2024:

**Removal of the following trees without a permit as identified on the grading plan; 15 Cedar
Trees, 2 Oak Trees, and 14 Palm Trees.**

3. The above described is a violation of the following Section(s) of the City Code of St. Augustine:

City Code, Chapter 25, Section(s) 28 & 56 Tree removal and replacements.

4. On October 7, 2024, the Planning and Building Department sent an "Official Notice of Violation" to formally advise the respondent of the violation, via certified mail.
5. On October 18, 2024, the Planning and Building Department sent the respondent, via certified mail, an "Official Notice of Special Magistrate Hearing" and posted a copy at the property and with the City Clerk's office for the Special Magistrate Hearing for .
6. On November 6, 2024, the Special Magistrate heard the testimony and examined the evidence of this case and issued the following order:

"You are hereby informed that you / your property has been found to be:"

- a. ☒ In Violation.
- b. ☐ A Repeat Violation.
- c. ☒ An Irreparable / Irreversible Violation.

AND

- a. ☐ You are in Compliance, at the time of this hearing.
- b. ☐ No fine will be assigned and the case will be closed.
- c. ☒ Other: *Once the property is developed must plant the maximum number of trees, up to 30^{southern} cedars and to pay \$300 per tree (southern red cedar) not replaced to the tree mitigation fund. It is also ordered that 2 oak trees be planted on the property, and the owner will pay \$300 per oak tree.*

First Violation, Fine shall not exceed \$250.00 a day...FSS 162.09(2)(a) *not replaced to the tree mitigation fund.*

- a. ☐ You have days to become compliant or a fine of up to \$250 will be imposed for each day the violation continues.
- b. ☐ You were in violation for days, found to be compliant at this time, and the fine is set at \$.

Repeat Violation, Fine shall not exceed \$500.00 a day...FSS 162.09(2)(a)

- a. ☐ A fine of up to \$ Will be imposed for each day the violation continues.
- b. ☐ You were in violation for days, found to be compliant at this time, and the fine is set at \$.

Irreparable / Irreversible Violation, Fine not to exceed \$5,000.00 per violation...FSS 162.09(2)(a)

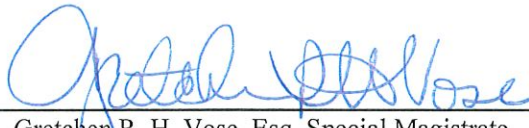
- a. ☐ and the Fine is set at \$ per violation totaling to \$

7. RESPONDENT IS HEREBY FURTHER NOTIFIED TO REAPPEAR before the Special Magistrate for a compliance hearing on at 9:00 A.M. in the Alcazar Room in City Hall. Your presence will not be necessary if this matter has been satisfactorily resolved and the code inspector has been duly notified and has acknowledged correction of the violation.

8. In the event of a future violation of this "Order Finding Violation," Respondent shall again be notified of a new hearing, at which time the Special Magistrate will review the evidence and impose the fine provided herein, or a maximum fine of \$500 per day, if said violation is determined to have again occurred.

THIS ORDER MAY BE RECORDED IN THE OFFICIAL RECORD BOOKS OF ST. JOHNS COUNTY FORTHWITH AND SHALL CONSTITUTE A LIEN AGAINST THE ABOVE DESCRIBED PROPERTY, AND UPON ANY OTHER REAL OR PERSONAL PROPERTY OWNED BY THE VIOLATOR, PURSUANT TO CHAPTER 162.08 AND 162.09 OF THE FLORIDA STATUTES. YOUR CONTINUED NONCOMPLIANCE CAN RESULT IN FORECLOSURE, JUDICIAL SALE, AND LOSS OF YOUR PROPERTY. THEREFORE, IF FOR ANY REASON YOU ARE UNABLE TO COMPLY WITHIN THE STATED TIME, PLEASE NOTIFY THE CODE ENFORCEMENT INSPECTOR IMMEDIATELY.

DONE AND ORDERED THIS 6, NOVEMBER, 2024. In open session at the Alcazar Room, 75 King Street, St. Augustine, Florida.

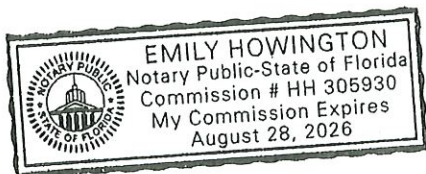


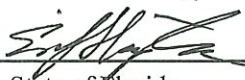
Gretchen R. H. Vose, Esq, Special Magistrate
City of St. Augustine

STATE OF FLORIDA
COUNTY OF ST. JOHNS

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, Gretchen R. H. Vose, Esq, who is personally known to me who is the person described in and who executed the foregoing instrument and acknowledged before me that she executed the same for the purposes therein expressed.

Witness my hand and official seal, this 6th day of November, A.D., 2024





Notary Public, State of Florida

You have 30 days in which to appeal this order to the Circuit Court of St. Johns County. The Special Magistrate, upon notification by the Code Enforcement Inspector that a previous order of the Board has not been complied with by the set time, may order the violator to pay a maximum fine of \$500 for each day the violation continues past the date set for compliance. A certified copy of an order imposing a fine may be recorded in the public records and thereafter shall constitute a lien against the land on which the violation exists, or upon any other real or personal property owned by the violator; and it may be enforced in the same manner as a court judgment by the Sheriffs of this state, including levy against the personal property, but shall not be deemed to be a court judgment except for the enforcement purposes. After three (3) months from filing of any such liens which remain unpaid, the Special Magistrate may authorize the local governing body attorney to foreclose on the lien.

BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a true and correct copy of the foregoing has been sent via U.S. Mail to

Wolkoff William J Trust, Wolkoff William J Trustee, 390 A1A BEACH BLVD #12,

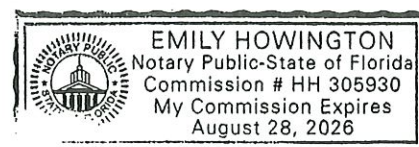
ST AUGUSTINE, FL 32080, 9489 0090 0027 6577 5126 83

Wolkoff William J Trust, Wolkoff William J Trustee, 186 Pelican Reef Dr, St. Augustine, FL 32080

9489 0090 0027 6577 5126 90

on this 7th day of November, 2024

Emily Howington



Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click [here](#).

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1900900000
Location Address	10 SANCHEZ AVE SAINT AUGUSTINE 32084-0000
Neighborhood	Garnett Addition & Rambo (585)
Tax Description*	CITY OF ST AUG GARNETT ADDN E 60FT OF LOT 9 BLK 7 OR5553/1771 <i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Single Family (0100)
Subdivision	Garnett Division, Plan Of
Sec/Twp/Rng	7-7-30
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	0.150
Homestead	N



Owner Information

Owner Name	Beale Jason 100%
Mailing Address	24 OAK ST SAINT AUGUSTINE, FL 32084-0000

Map



Sec. 28-146. - Registration.

Every vacation rental shall register with the city on forms provided for this purpose and shall pay the required administrative fee, as set by resolution, at the time of registration and thereafter annually. The information provided on each listing of a vacation rental must accurately reflect the information submitted on the registration form. All information provided in the required registration application will be verified on site prior to approval of registration. Listings that inaccurately reflect information on the registration form information will be considered a separate violation of this Code. The registration will include the following:

- (1) Address of the vacation rental.
- (2) Name, address, and contact information of the property owner.
- (3) Name, address, and contact information of the property manager if different than the property owner.
- (4) Number of rental units offered to the public for rent at this location.
- (5) Number of bedrooms.
- (6) Floor plan identifying the location of bedrooms, emergency exits or egress, and number and location of fire extinguishers, carbon monoxide and smoke detectors.
- (7) Site plan or other document depicting approved parking spaces provided.
- (8) Property owner authorization providing for inspection pursuant to section 28-147 of this Code.
- (9) The zoning designation of the vacation rental to determine whether the vacation rental is monthly, weekly, or requires a submerged land lease.

(Ord. No. 19-50, § 1, 1-27-20; Ord. No. 21-12, § 1, 7-12-21)

AFFIDAVIT OF COMPLIANCE

STATE OF FLORIDA
COUNTY OF ST. JOHNS
CITY OF ST. AUGUSTINE

BEALE, JASON
10 SANCHEZ AVE
ST. AUGUSTINE, FL 32084

Respondent

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: CE2025-0232

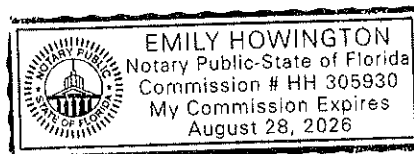
I, Morganne E Lanni, have personally examined the property described in the Code Enforcement Order dated JUNE 4, 2025, in reference to the above case, and find that said property is **NOW** in compliance with the City of St. Augustine Code of Ordinance(s) 28-146 as of Sep. 4, 2025.

FURTHER, Affiant saith not.

Morganne E Lanni
Code Enforcement Inspector

SWORN TO AND SUBSCRIBED BEFORE ME THIS 4 DAY OF September, 2025.

[Signature]
Notary Public, State of Florida
My Commission Expires: 28 day of August, 2026.





BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

ORDER IMPOSING A FINE

CASE NUMBER: CE2025-0232

IN THE MATTER OF:

Beale Jason

10 SANCHEZ AVE, Saint Augustine, FL, 32084

(Hereinafter referred to as Respondent)

RE: VIOLATION OF SECTION(S): Code of Law and Ordinances of St. Augustine, Florida:

City Code, Chapter 28, Sec. 28-146. - Registration.

VIOLATION SITE: **10 SANCHEZ AVE, Saint Augustine, FL, 32084**

LEGAL DESCRIPTION: **CITY OF ST AUG GARNETT ADDN E 60FT OF LOT 9 BLK 7
OR5553/1771**

PARCEL NUMBER: **1900900000**

THE SPECIAL MAGISTRATE HEARD TESTIMONY AND EXAMINED EVIDENCE AT A
HEARING HELD ON JUNE 4, 2025, AND, BASED ON THE EVIDENCE, HAS ADJUDGED AS FOLLOWS:

FINDINGS OF FACT AND CONCLUSIONS OF LAW

1. Respondent is the legal owner and/or occupant of the subject property and was duly notified of the hearing held on June 4, 2025, in accordance with Chapter 162 F.S.

The respondent and/or representative _____ was / ☒ was not present

2. During a routine code enforcement inspection of the property, staff observed the following code violations on January 30, 2025:

Failure to register the short-term rental property with the City of St. Augustine.

3. The above described is a violation of the following Section(s) of the City Code of St. Augustine:

**City Code, Chapter 28
Sec. 28-146. - Registration.**

4. On May 07, 2025, the case was found in violation and was issued an **"Order Finding Violation"** which allowed the respondent (15) days from the date of the Order to correct the violation by registering the short term rental, after which if compliance was not met a fine of up to \$250 per day may be issued for each day out of compliance.

5. On May 19, 2025, the Planning and Building Department sent the respondent, via certified mail, an **"Official Notice of Special Magistrate Hearing"** and posted a copy at the property and with the City Clerk's office for the Special Magistrate Hearing for June 4, 2025.

6. On June 4, 2025, the Special Magistrate heard the testimony and examined the evidence of this case and issued the following order:

"You are hereby informed that you / your property has been found to be:"

- a. ☐ In Compliance.
- b. ☒ Not In Compliance.
- c. ☐ An Irreparable / Irreversible Violation.

FINES PER VIOLATION

First Violation, Fine shall not exceed \$250.00 per day FSS 162.09 (2)(a)

Repeat Violation, Fine shall not exceed \$500 per day FSS 162.09(2)(a)

- a. ☐ You became compliant as of _____.
- b. ☒ The violation remains as of 5/22/25 and the fine is set to \$ 50 per day until compliance is met.
- c. ☐ The violation remains for _____ days after the compliance period ended and the fine is set to \$ _____ per day for a total amount of \$ _____.
- d. ☐ Other: _____

Irreparable / Irreversible Violation, Fine not to exceed \$5,000.00 per violation...FSS 162.09(2)(a)

- e. ☐ and the Fine is set at \$ _____.

7. RESPONDENT IS HEREBY has thirty (30) days from the date of the order to pay the fine in full.

8. In the event of a future violation of this **"Order Finding Violation,"** Respondent shall again be notified of a new hearing, at which time the Special Magistrate will review the evidence and impose the fine provided herein, or a maximum fine of \$500 per day, if said violation is determined to have again occurred.

THIS ORDER MAY BE RECORDED IN THE OFFICIAL RECORD BOOKS OF ST. JOHNS COUNTY FORTHWITH AND SHALL CONSTITUTE A LIEN AGAINST THE ABOVE DESCRIBED PROPERTY, AND UPON ANY OTHER REAL OR PERSONAL PROPERTY OWNED BY THE VIOLATOR, PURSUANT TO CHAPTER 162.08 AND 162.09 OF THE FLORIDA STATUTES. YOUR CONTINUED NONCOMPLIANCE CAN RESULT IN FORECLOSURE, JUDICIAL SALE, AND LOSS OF YOUR PROPERTY. THEREFORE, IF FOR ANY REASON YOU ARE UNABLE TO COMPLY WITHIN THE STATED TIME, PLEASE NOTIFY THE CODE ENFORCEMENT INSPECTOR IMMEDIATELY.

DONE AND ORDERED THIS 4TH OF JUNE, 2025. In open session at the Alcazar Room, 75 King Street, St. Augustine, Florida.



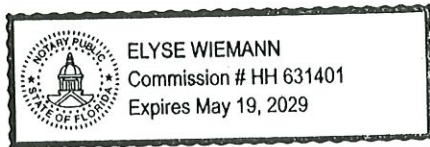
Stephanie Velo, Special Magistrate

City of St. Augustine

STATE OF FLORIDA
COUNTY OF ST. JOHNS

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, Stephanie Velo who is personally known to me who is the person described in and who executed the foregoing instrument and acknowledged before me that she executed the same for the purposes therein expressed.

Witness my hand and official seal, this 4th day of June, A.D., 2025



Elyse Wiemann
Notary Public, State of Florida

You have 30 days in which to appeal this order to the Circuit Court of St. Johns County. The Special Magistrate, upon notification by the Code Enforcement Inspector that a previous order of the Board has not been complied with by the set time, may order the violator to pay a maximum fine of \$500 for each day the violation continues past the date set for compliance. A certified copy of an order imposing a fine may be recorded in the public records and thereafter shall constitute a lien against the land on which the violation exists, or upon any other real or personal property owned by the violator; and it may be enforced in the same manner as a court judgment by the Sheriffs of this state, including levy against the personal property, but shall not be deemed to be a court judgment except for the enforcement purposes. After three (3) months from filing of any such liens which remain unpaid, the Special Magistrate may authorize the local governing body attorney to foreclose on the lien.

BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a true and correct copy of the foregoing has been sent via U.S. Mail to

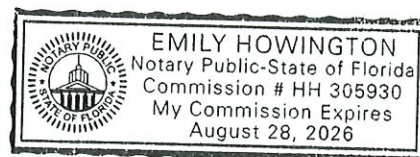
Beale Jason, 24 OAK ST SAINT AUGUSTINE, FL 32084

9489 0090 0027 6675 2572 71

Beale Jason, 10 SANCHEZ AVE, SAINT AUGUSTINE, FL 32084

9489 0090 0027 6675 2572 88

on this 5 day of June, 25

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click [here](#).

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID 1081500000
Location Address 33 NESMITH AVE
SAINT AUGUSTINE 32084-0000
Neighborhood Ravenswood (485)
Tax Description* RAVENSWOOD SUB LOT 21 BLK 18 OR150/159 & 1425/1954(Q/C)
**The Description above is not to be used on legal documents.*
Property Use Code Single Family (0100)
Subdivision Ravenswood Subdivision
Sec/Twp/Rng 41-7-29
District City of St Augustine (District 452)
Millage Rate 18.72
Acreage 0.180
Homestead Y



Owner Information

Owner Name Anderson Teresa D Etal 50%
Anderson Robert Lee Jr 50%
Mailing Address 33 NESMITH AVE
SAINT AUGUSTINE, FL 32084-3463

Exemption Information

Exemption Type	Status	Amount
Homestead		24907
Homestead Band		0

Sec. 19-3. - Unlawful conditions.

It shall be unlawful to deposit, keep, or maintain the unsheltered storage of any junk or refuse, including building materials or similar objects; household goods; inoperable machinery; stripped, junked, inoperable, or unlicensed motor vehicles or boats within the corporate limits of the city. A structure that is in violation of chapter 8, article IV, is a nuisance.

(Code 1964, § 12-19; Ord. No. 96-27, § 2, 6-10-96; Ord. No. 19-05, § 1, 4-22-19)

AFFIDAVIT OF COMPLIANCE

STATE OF FLORIDA
COUNTY OF ST. JOHNS
CITY OF ST. AUGUSTINE

Robert and Teresa Anderson
33 Nesmith Avenue
Saint Augustine, FL 32084

Respondent

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: CE 2025-0314

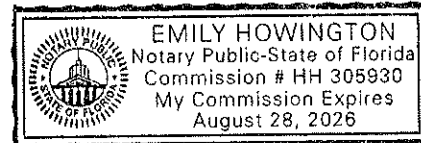
I, Curtis Boles, have personally examined the property described in the Code Enforcement Order dated September 03, 2025, in reference to the above case, and find that said property is **NOW** in compliance with the City of St. Augustine Code of Ordinance(s) Chapter 19, Section 3 Unlicens as of September 05, 2025.

FURTHER, Affiant saith not.

Curtis Boles
Code Enforcement Inspector

SWORN TO AND SUBSCRIBED BEFORE ME THIS 16 DAY OF September, 2025.

[Signature]
Notary Public, State of Florida
My Commission Expires: 28 day of August, 2026.





BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

ORDER IMPOSING A FINE

CASE NUMBER: CE2025-0314

IN THE MATTER OF:

Anderson, Teresa
Anderson, Robert Lee Jr
**33 NESMITH AVE, Saint Augustine, FL,
32084 (Hereinafter referred to as Respondent)**

RE: VIOLATION OF SECTION(S): Code of Law and Ordinances of St. Augustine, Florida:

City Code, Chapter 19, Section 19-3- Unlawful conditions.

VIOLATION SITE: **33 NESMITH AVE, Saint Augustine, FL, 32084**
LEGAL DESCRIPTION: **RAVENSWOOD SUB LOT21 BLK 18 ORI50/159 & 1425/1954(Q/C)**
PARCEL NUMBER: **1081500000**

THE SPECIAL MAGISTRATE HEARD TESTIMONY AND EXAMINED EVIDENCE AT A HEARING HELD ON SEPTEMBER 3, 2025, AND, BASED ON THE EVIDENCE, HAS ADJUDGED AS FOLLOWS:

FINDINGS OF FACT AND CONCLUSIONS OF LAW

1. Respondent is the legal owner and/or occupant of the subject property and was duly notified of the hearing held on September 3, 2025, in accordance with Chapter 162 F.S.

The respondent and/or representative _____ was / ☒ was not present

2. During a routine code enforcement inspection of the property, staff observed the following code violations on April 17, 2025:

Inoperable and unlicensed (blue ford) vehicle stored in driveway

3. The above described is a violation of the following Section(s) of the City Code of St. Augustine:

City Code, Chapter 19, Section 19-3- Unlawful conditions.

4. On July 2, 2025, the case was found in violation and was issued an **"Order Finding Violation"** which allowed the respondent (30) days from the date of the Order to correct the violation by removing the vehicle after which if compliance was not met a fine of up to \$250 per day may be issued for each day out of compliance.

5. On August 19, 2025, the Planning and Building Department sent the respondent, via certified mail, an **"Official Notice of Special Magistrate Hearing"** and posted a copy at the property and with the City Clerk's office for the Special Magistrate Hearing for September 3, 2025.

6. On September 3, 2025, the Special Magistrate heard the testimony and examined the evidence of this case and issued the following order:

"You are hereby informed that you / your property has been found to be:"

- a. ☐ In Compliance.
- b. ☒ Not In Compliance.
- c. ☐ An Irreparable / Irreversible Violation.

FINES PER VIOLATION

First Violation, Fine shall not exceed \$250.00 per day FSS 162.09 (2)(a)

Repeat Violation, Fine shall not exceed \$500 per day FSS 162.09(2)(a)

- a. ☐ You became compliant as of _____.
- b. ☒ The violation remains as of SEPTEMBER 2, 2025 and the fine is set to \$250.00 per day until compliance is met.
- c. ☐ The violation remains for _____ days after the compliance period ended and the fine is set to \$_____ per day for a total amount of \$_____.
- d. ☐ Other: _____

Irreparable / Irreversible Violation, Fine not to exceed \$5,000.00 per violation...FSS 162.09(2)(a)

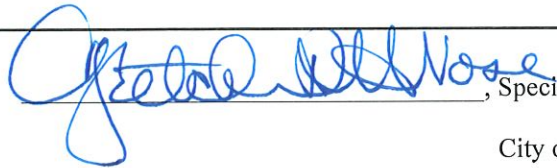
- e. ☐ and the Fine is set at \$_____.

7. RESPONDENT IS HEREBY has thirty (30) days from the date of the order to pay the fine in full.

8. In the event of a future violation of this **"Order Finding Violation,"** Respondent shall again be notified of a new hearing, at which time the Special Magistrate will review the evidence and impose the fine provided herein, or a maximum fine of \$500 per day, if said violation is determined to have again occurred.

THIS ORDER MAY BE RECORDED IN THE OFFICIAL RECORD BOOKS OF ST. JOHNS COUNTY FORTHWITH AND SHALL CONSTITUTE A LIEN AGAINST THE ABOVE DESCRIBED PROPERTY, AND UPON ANY OTHER REAL OR PERSONAL PROPERTY OWNED BY THE VIOLATOR, PURSUANT TO CHAPTER 162.08 AND 162.09 OF THE FLORIDA STATUTES. YOUR CONTINUED NONCOMPLIANCE CAN RESULT IN FORECLOSURE, JUDICIAL SALE, AND LOSS OF YOUR PROPERTY. THEREFORE, IF FOR ANY REASON YOU ARE UNABLE TO COMPLY WITHIN THE STATED TIME, PLEASE NOTIFY THE CODE ENFORCEMENT INSPECTOR IMMEDIATELY.

DONE AND ORDERED THIS 3RD OF SEPTEMBER, 2025. In open session at the Alcazar Room, 75 King Street, St. Augustine, Florida.

A handwritten signature in blue ink, appearing to read "Gerald W. Nose", is written over a horizontal line.

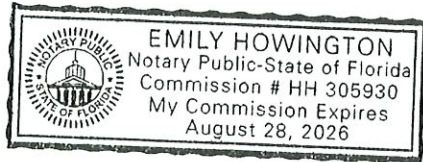
, Special Magistrate

City of St. Augustine

STATE OF FLORIDA
COUNTY OF ST. JOHNS

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, Becky Vose, who is personally known to me who is the person described in and who executed the foregoing instrument and acknowledged before me that she executed the same for the purposes therein expressed.

Witness my hand and official seal, this 3 day of September, A.D., 25.





Notary Public, State of Florida

You have 30 days in which to appeal this order to the Circuit Court of St. Johns County. The Special Magistrate, upon notification by the Code Enforcement Inspector that a previous order of the Board has not been complied with by the set time, may order the violator to pay a maximum fine of \$500 for each day the violation continues past the date set for compliance. A certified copy of an order imposing a fine may be recorded in the public records and thereafter shall constitute a lien against the land on which the violation exists, or upon any other real or personal property owned by the violator; and it may be enforced in the same manner as a court judgment by the Sheriffs of this state, including levy against the personal property, but shall not be deemed to be a court judgment except for the enforcement purposes. After three (3) months from filing of any such liens which remain unpaid, the Special Magistrate may authorize the local governing body attorney to foreclose on the lien.

BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a true and correct copy of the foregoing has been sent via U.S. Mail to

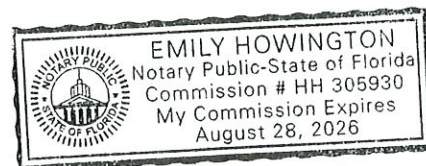
Anderson Teresa D Etal , 33 NESMITH AVE, SAINT AUGUSTINE, FL 32084

9489 0090 0027 6675 2545 46

Anderson Robert Lee Jr , 33 NESMITH AVE, SAINT AUGUSTINE, FL 32084

9489 0090 0027 6675 2545 53

on this 3 day of September, 25

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click [here](#).

Homestead Compliance

Sales Questionnaire Form

If you are a new owner of this property, please click here to submit a Sales Questionnaire

Sales Questionnaire

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	2190900000
Location Address	215 ANASTASIA BLVD SAINT AUGUSTINE 32080-0000
Neighborhood	Hotel Anastasia & Comares (COM) (590.07)
Tax Description*	3-99 DAVIS SHORES LOTS 1 THRU 7 BLK 38 OR3859/472 & 3881/205 (RE-REC) &3896/1081(C/D) <i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Hotels & Motels (3900)
Subdivision	Davis Shores Ocean View Section
Sec/Twp/Rng	17-7-30
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	0.400
Homestead	N



Owner Information

Owner Name	Augustine Development Group LLC 100%
Mailing Address	10030 EW PAPPY RD SAINT JOHNS, FL 32259-0000

Sec. 8-608. - Permit required.

It shall be unlawful for any person, firm, or corporation to construct, erect, alter, repair, or demolish any building within the city without first obtaining a permit therefor from the planning and building department, and upon the payment of such reasonable fees adopted by the city. The building official is empowered to revoke any such permit upon a determination that the construction, erection, alteration, repair, or demolition of the building for which the permit was issued is in violation of, or not in conformity with, the provisions of the city building codes. Installation, replacement, removal, or metering of any load management control device is exempt from and shall not be subject to the permit process and fees otherwise required by this section.

BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

Public Records of St. Johns County, FL
Clerk number: 2025077662
BK: 6225 PG: 1084
9/24/2025 11:33 AM
Recording \$18.50

ORDER RELEASING LIEN
CASE NO. 2021-0227

IN THE MATTER OF: **AUGUSTINE DEVELOPMENT GROUP LLC**
 215 ANASTASIA BOULEVARD
 ST. AUGUSTINE, FLORIDA 32080

VIOLATION OF SECTION(S): Code of Law and Ordinances of St. Augustine, Florida:
 CITY CODE, CHAPTER 8, SECTION 8-608 PERMIT REQUIRED.

LIEN FILED AGAINST: **AUGUSTINE DEVELOPMENT GROUP LLC**

VIOLATION SITE: **215 ANASTASIA BOULEVARD, ST. AUGUSTINE, FLORIDA 32080**

LEGAL DESCRIPTION: **3-99 DAVIS SHORES LOT 1 THRU 7 BLK 38 OR3859/472 &**
 3881/205 (RE-REC) & 3896/1081 (C/D)

PARCEL NUMBER: **219090-0000**

ORDER

THIS MATTER having come to be heard before the Code Enforcement, Adjustments and Appeals Board of the City of St. Augustine, and that Board having entered the following Order:

> ORDER IMPOSING LIEN

- Dated March 14, 2023
- Recorded in O.R. Book 5732, Page 177 on March 30, 2023

And the Board, being fully advised in the premises, hereby finds:

> THE ABOVE REFERENCED LIEN HAS BEEN PAID IN FULL.

THEREFORE, it is hereby ordered that the lien against the property, as established in the Order referenced herein, is hereby released.

IN WITNESS WHEREOF, this Order Releasing Lien has been duly signed and executed by the Lienor, this 22nd day of September, 2025.

CITY OF ST. AUGUSTINE, FLORIDA,
a municipal corporation

By: [Signature]
Nancy Sikes-Kline, Mayor-Commissioner

ATTEST:

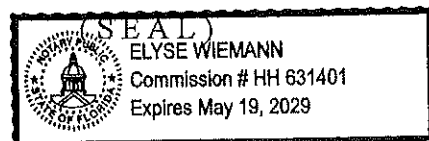
[Signature]
Darlene Galambos, City Clerk
(SEAL)



I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, **NANCY SIKES-KLINE**, by means of ☒ physical presence or ☐ online notarization, who is personally known to me, who is the person who executed the foregoing instrument and who acknowledged before me that she executed the same for the uses and purposes therein expressed.

WITNESS my hand and official seal, this 22nd day of September, 2025.

Elyse Wiemann
Notary Public, State of Florida



PAYMENT SUMMARY RECEIPT

CITY OF ST. AUGUSTINE - LIVE
75 King Street

DATE: 08/29/25 CUSTOMER#:
TIME: 13:53:17
CLERK: 1596pcou

RECPT#: 3218192 PREV BAL: 40000.00
TP/YR: P/2025 AMT PAID: 40000.00
BILL: 3218192 ADJSTMNT: .00
EFF DT: 08/29/25 BAL DUE: .00
Misc Cash Receipts

-----TOTALS-----

PRINCIPAL PAID: 40000.00
INTEREST PAID: .00
ADJUSTMENTS: .00
DISC TAKEN: .00

AMT TENDERED: 40000.00
AMT APPLIED: 40000.00
CHANGE: .00

PAID BY: ce2021-0227 215 anas
PAYMENT METH: CHECK
PAYMENT REF: 1000017

TOT PREV BAL DUE: 40000.00
TOT BAL DUE NOW : .00
VA



Christian George

Akerman LLP
50 North Laura Street
Suite 3100
Jacksonville, FL 32202-3646

T: 904 798 3700
F: 904 798 3730
christian.george@akerman.com

August 22, 2025

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

City of St. Augustine
Code Enforcement
P.O. Box 210
St. Augustine, FL 32085-0210

Re: Lien CE 2021-0227

Sir/Madam:

Please find enclosed our firm's check in the amount of \$40,000 representing full payment and satisfaction of the lien imposed on the property located at 215 Anastasia Boulevard, St. Augustine, FL 32082.

For your reference, I have included a copy of the Order Imposing Lien relating to this matter.

Upon receipt and processing of this payment, we kindly request that you provide written confirmation that the lien has been fully satisfied and release any recorded documents accordingly.

Should you have any questions or require additional information regarding this payment or the enclosed documentation, please do not hesitate to contact me directly.

Thank you for your prompt attention to this matter.

Sincerely,

Christian P. George

BEFORE THE
CODE ENFORCEMENT,
ADJUSTMENTS & APPEALS BOARD
OF THE
CITY OF ST. AUGUSTINE, FLORIDA

**ORDER
IMPOSING LIEN
CEAAB CASE NO. 2021-0227**

Public Records of St. Johns County, FL
Clerk number: 2023023768
BK: 5732 PG: 177
3/30/2023 3:41 PM
Recording \$18.50

IN THE MATTER OF:

**AUGUSTINE DEVELOPMENT GROUP LLC
215 ANASTASIA BLVD
ST. AUGUSTINE, FL 32084**
(Hereinafter referred to as Respondent)

RE: VIOLATION OF SECTION(S): Code of Law and Ordinances of St. Augustine, Florida:

City Code, Chapter 8, Section 8-608 Permit required.

ORDER

THIS MATTER originally came before the Board for public hearing on **March 8 2022**, after due notice to the Respondent(s), at which time the Board heard testimony under oath and received evidence. The Board issued findings of fact, conclusions of laws, and an oral order reduced to writing and furnished to the Respondent(s) to take corrective action by a time certain, as more specifically set forth in that order. On **November 8, 2023**, this Board conducted a compliance hearing and determined that the property was in violation for 160 days from March 19 2022 though August 25 2022 and issued an "Order Imposing a Fine" in the amount of \$40,000 for the time the property was not in compliance.

Based on the evidence and testimony presented at the **November 8, 2022** hearing, the Board finds that the required corrective action **has** been taken as ordered which constitutes compliance with the City Code, Chapter 8, Section 8-608.

The Board's previous order set forth a compliance date of **December 8, 2022**, and a fine of \$40,000. The Board acknowledged that as of February, 2023 the fine had not been paid. On March 14, 2023, the Board ordered the fine would be imposed in the form of a lien.

IT IS HEREBY ORDERED that the above described fine in the amount of \$40,000 is hereby pending against the Respondent(s) for the violation that existed upon the following described property, situated in St. Augustine, Florida, to wit:

Violation Site: 215 Anastasia Blvd
Legal Description: 3-99 DAVIS SHORES LOT 1 THRU 7 BLK 38
OR3859/472 & 3881/205 (RE-REC) &38696/1081 (C/D)
Parcel Number: 2190900 0000

THIS ORDER SHALL BE RECORDED IN THE OFFICIAL RECORD BOOKS OF ST. JOHNS COUNTY FORTHWITH AND SHALL CONSTITUTE A LIEN AGAINST THE ABOVE DESCRIBED PROPERTY, AND UPON ANY OTHER REAL OR PERSONAL PROPERTY OWNED BY THE VIOLATOR, PURSUANT TO SECTIONS 162.08 AND 162.09, FLORIDA STATUTES. FURTHER INFORMATION ON THIS MATTER MAY BE OBTAINED BY CONTACTING THE BUILDING AND CODE ENFORCEMENT DIVISION, P.O. BOX 210, ST. AUGUSTINE, FL 32085-0210, (904) 825-1066.

DONE AND ORDERED THIS 14TH DAY OF MARCH, 2023. In open session at the Alcazar Room, 75 King Street, St. Augustine, Florida.

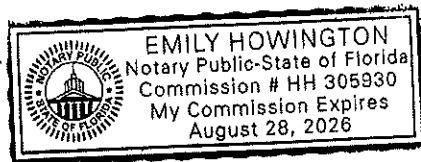


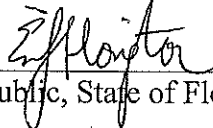
Jan Kelly, Chairman
Code Enforcement, Adjustments & Appeals Board

STATE OF FLORIDA
COUNTY OF ST. JOHNS

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, Jan Kelly, who is personally known to me who is the person described in and who executed the foregoing instrument and acknowledged before me that he executed the same for the purposes therein expressed.

Witness my hand and official seal, this 29 day of March, A.D., 2023.





Notary Public, State of Florida

You have 30 days in which to appeal this order to the Circuit Court of St. Johns County. The Code Enforcement, Adjustments and Appeals Board, upon notification by the Code Enforcement Inspector that a previous order of the Board has not been complied with by the set time, may order the violator to pay a maximum fine of \$500 for each day the violation continues past the date set for compliance. A certified copy of an order imposing a fine may be recorded in the public records and thereafter shall constitute a lien against the land on which the violation exists, or upon any other real or personal property owned by the violator; and it may be enforced in the same manner as a court judgment by the Sheriffs of this state, including levy against the personal property, but shall not be deemed to be a court judgment except for the enforcement purposes. After three (3) months from filing of any such liens which remain unpaid, the Code Enforcement, Adjustments and Appeals Board may authorize the local governing body attorney to foreclose on the lien.

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click [here](#).

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID

Location Address

Neighborhood

Tax Description*

Property Use Code

Subdivision

Sec/Twp/Rng

District

Millage Rate

Acreage

Homestead

1992200000

2 ARTILLERY LN
SAINT AUGUSTINE 32084-0000

City St Aug S of Plaza (COM) (610.03)

CITY OF ST AUGUSTINE LOT 1 BLK 34 DB224/584
**The Description above is not to be used on legal documents.*

Parking Lots (Owner Occupied) (2815)

City of St Augustine

18-7-30

City of St Augustine (District 452)

18.72

0.620

N



Owner Information

Owner Name

Mailing Address

Trinity Chr Of St Aug Vestry 100%

215 SAINT GEORGE ST
SAINT AUGUSTINE, FL 32084-0000

Exemption Information

Exemption Type	Status	Amount
Church/Religious		556615

Sec. 29-27. - Permits required for construction.

- (a) The developer must obtain a permit from the city manager prior to constructing any project meeting the minimum criteria established in section 29-26 of this Code. In the event that a project involves demolition or removal of existing impervious area from a site prior to the construction of new impervious area on the site, the burden of establishing the amount and nature of the existing impervious area rests with the developer.
- (b) Compliance with the requirements of this article does not relieve the developer of the responsibility to obtain the approval of other applicable city departments and citizen advisory boards related to archaeology and historic preservation.
- (c) Compliance with the requirements of this article does not relieve the developer of the responsibility to obtain required permits from the St. Johns River Water Management District, the Florida Department of Transportation or other applicable regulatory agencies.

(Ord. No. 02-02, § 3, 3-11-02)

AFFIDAVIT OF COMPLIANCE

STATE OF FLORIDA
COUNTY OF ST. JOHNS
CITY OF ST. AUGUSTINE

Trinity Chr of St. Aug Vestry
2 Artillery Ln
St. Augustine FL 32084

Respondent

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: CE2022- 0268

I, Barry Fox, have personally examined the property described in the Code Enforcement Order dated 11/8/22 in reference to the above case, and find that said property is **NOW** in compliance with the City of St. Augustine Code of Ordinance(s) Ch. 29 Sec. 29-27 as of April 11, 2024.

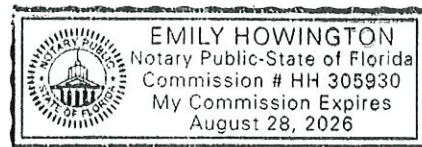
FURTHER, Affiant saith not.


Code Enforcement Inspector

SWORN TO AND SUBSCRIBED BEFORE ME THIS 25 DAY OF September, 2025.


Notary Public, State of Florida

My Commission Expires: 28 day of August, 2025.





CITY OF
ST. AUGUSTINE
— EST. 1565 —
NATION'S OLDEST CITY

Permit Approval Date: April 11, 2024

Permit Expiration Date: April 11, 2026

[Sent Via Email]

Eric Lanehart
Matthews Design Group, Inc.
6621 Southpoint Drive N, Suite 300
Jacksonville, FL 32216

RE: PW2022-1008; Trinity Parish Parking Lot at 2 Artillery Lane, St. Augustine, FL 32084
City of St. Augustine Public Works Department; Civil Site Construction Permit; Approval Letter

Dear Mr. Lanehart,

The City of St. Augustine Public Works Department staff has completed a final review of the plans for the subject project. Following a thorough review process, staff has established that the plans are acceptable and meet with the City's approval.

The City Public Works Department's approval is based strictly on the Construction Plans and other associated calculations, specifications, and documents that have been reviewed by Public Works as part of this project.

With this Approval, the City expects that all land development and construction activities will be consistent with and in compliance with the following:

1. The submitted plans meet City requirements with the condition that the 31"/29" Oak tree, currently proposed to be removed, is retained on site. An application for its removal was made to the Planning and Zoning Board on March 5, 2024, but was later withdrawn after a decision made by the applicant to retain the tree.
2. Plans must meet requirements of HARB order for application HP2023-0071 which requires irrigation for landscaping (which has been noted on the landscape plan submitted) and that new concrete be coquina concrete (no asphalt or plain concrete can be newly installed)
3. Issuance of a development permit by a municipality does not in any way create any right on the part of an applicant to obtain a permit from a state or federal agency and does not create any liability on the part of the municipality 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. All other applicable state and federal permits shall be obtained before commencement of the development.
4. By commencing construction, the developer is agreeing to abide by the requirements in this approval letter, approved plans, details, specifications, and approved materials. Construction work must be performed in strict accordance with this approval. Any deviation must be proposed in advance and approved by the city prior to execution.



CITY OF
ST. AUGUSTINE
— EST. 1565 —
NATION'S OLDEST CITY

5. The project must be constructed to completion, following a diligent work schedule and approved construction phasing. If construction phasing is not clearly delineated on the approved plans, then the project must be constructed in totality without work stoppage. Proper sequencing of construction must be maintained so that facilities do not rely on future construction; phases or portions must function wholly independent of future construction. Construction shall follow plat boundaries or other means of conveying ownership and maintenance responsibilities shown on the plans. A permit modification is required prior to changing construction sequencing or phasing.
6. Plan approvals are valid for two years from the date of the Public Works Approval Letter. Plan approval expires upon the Permit Expiration Date stated above if construction has not commenced or work stoppage occurs. Work stoppage is defined as any unplanned or non-phased halt in construction activity. Continuous construction progress automatically extends the Public Works permit beyond the Permit Expiration Date through to completion of the project.
7. A Pre-Construction Meeting with Public Works is required prior to commencing construction activities. Refer to the Construction and Dedication Requirements checklist (transmitted via email with this approval letter) for information regarding: required submittals and procedures to schedule the Pre-Construction Meeting; utility construction; acceptance and dedication information.
8. Payment of utility connection fees is required prior to scheduling the Public Works Pre-Construction Meeting and prior to obtaining Building permits. The Final Availability Statement will be transmitted under separate cover. Contact (904) 209-4278 or UtilConnect@citystaug.com with any questions.
9. Payment of Construction Fees is required prior to scheduling the Public Works Pre-Construction Meeting. The fee calculation will be stated in the email transmitting this approval letter.
10. The Contractor must provide the city with a schedule of right-of-way work at the Pre-Construction Meeting. The Right-of-Way Permit will be provided to the contractor based on the Maintenance of Traffic plans in the approved construction plans. A separate Right-of-Way Permit and fee may be required if additional or revised Maintenance of Traffic plans becomes necessary.
11. The developer is responsible for all aspects of utility design and construction. The city will inspect the utility construction and provide utility service following the final acceptance of utility construction by the city.
12. Construction work must follow all specifications and details in the City's Standards and Specifications Design Manual and Details, latest edition, and all pertinent sections of the City of St. Augustine Code of Ordinances:

<http://citystaug.com/DocumentCenter/View/332/Utility-Design-and-Construction-Manual-PDF>

https://library.municode.com/fl/st._augustine/codes/code_of_ordinances



CITY OF
ST. AUGUSTINE
— EST. 1565 —
NATION'S OLDEST CITY

13. Contact Olivia Smith, Solid Waste Division Manager: (904) 825-1049 or osmith@citystaug.com for Solid Waste service questions.
14. Construction Dumpsters and Debris Hauling: Only the City of St. Augustine and its authorized Franchise Haulers are allowed to install or haul construction dumpsters and debris on projects inside City limits; refer to the online C&D Policy:

<http://citystaug.com/DocumentCenter/Index/103>
15. Commercial Business Dumpster Service: The developer is hereby notified that following construction completion, only the City of St. Augustine's dumpsters and curbside carts are allowed to serve businesses inside city limits. No other hauler, franchise or not, is allowed to pick up regular waste. Contact (904) 825-1049 or solidwaste@citystaug.com with questions. The city also offers and promotes recycling services using 96-gallon carts and various dumpster sizes; the user can co-mingle recyclable materials. Contact (904) 825-1049 or recycle@citystaug.com with questions.
16. You are hereby notified that additional building permit requirements for this project may need to be met. Coordinate directly with City Building Department related to Building Permits; (904) 825-1060 or (904) 825-1065.
17. You are hereby notified that if additional permits are necessary from other government agencies, a copy of such approved permits will be required prior to commencing work on those portions of the project.
18. Plan for proposed locations of power transformers or any other type of power supply or telecommunications equipment. This equipment shall not interfere with City utility placement, operation, and maintenance, and shall not be located within City rights-of-way, City utility easements, or tracts unless approved otherwise in advance by the City and depicted on the approved plan set. Contact FP&L (Mr. Nicholas Lubrano, Nicholas.lubrano@FPL.com (904) 824-7651 to coordinate power supply for the project.
19. You are hereby notified that this site falls within a designated Archaeological Zone. City Archaeology Review and Investigation may be required for this project to and/or during construction activities. See the following links and contact the City Planning & Building Department with further questions at (904) 825-1060 or (904) 825-1065.

<http://citystaug.com/DocumentCenter/View/82/A14-Archaeology-Review-Application-PDF>
20. Submit backflow prevention device specifications for City approval along with materials and shop drawing submittals prior to the Pre-Construction Meeting. Assemblies must be tested, and test report submitted to the City immediately after installation by a certified backflow prevention assembly tester. All correspondence should be addressed to Glabra Skipp, Environmental Program Supervisor at (904) 825-1055 x4 or gskipp@citystaug.com.



CITY OF
ST. AUGUSTINE
— EST. 1565 —
NATION'S OLDEST CITY

Please note that this approval letter is only for criteria required by the City of St. Augustine Public Works Department and is not for any additional criteria that may be required by other government agencies as relevant to this project.

Should you have any questions or require further information, please feel free to contact Jonathan Foster, P.E., Development Supervisor, at (904) 209-4273 or jfoster@citystaug.com. Contact the Permit Technician, at (904) 201-2734 or PWpermits@citystaug.com, regarding all Pre-Construction Meeting requirements and scheduling. We look forward to working with you on the successful completion of this project.

Sincerely,

Stephen L. Slaughter, P.E.
Utilities & Public Works Director

XC: David Birchim, AICP, City Manager
Amy McClure Skinner, AICP, Planning & Building Director
Jacob Fredriksson, Development Review Planner
Jonathan C. Foster, P.E., Development Supervisor
Robert Wright, EI, Plan Review Engineer
Susan Liberman, Owner

Enclosure

Barry Fox

From: Reuben Franklin
Sent: Thursday, August 21, 2025 9:10 AM
To: Barry Fox; Stephen Slaughter
Subject: Re: Trinity Episcopal Church
Attachments: PW2022-1008 - Trinity Parish Parking Lot - Approval Letter.pdf

Barry, they submitted an application for site plan review and have an approved plan set. To clarify, we met to discuss modifying the plan set to incorporate permeable pavers and a new driveway curb cut. So yes an application was submitted and we are working with them to bring them into compliance. See attached letter.

Best Regards,

Reuben C. Franklin Jr., P.E.

Assistant City Manager

E: rfranklin@citystaug.com | O: 904.209.4323 | W: www.CityStAug.com



City of St. Augustine

P.O. Box 210

St. Augustine, FL 32085



ST AUGUSTINE.
CITY OF
—EST. 1565—

From: Barry Fox <bfox@citystaug.com>
Sent: Thursday, August 21, 2025 8:58 AM
To: Stephen Slaughter <sslaughter@citystaug.com>
Cc: Reuben Franklin <rfranklin@citystaug.com>
Subject: Trinity Episcopal Church

Gentlemen,

I have been patiently waiting on the resolution for the Code Case at 2 Artillery Lane. I realize there were a lot of moving parts in this case, so we took our time in hopes of the project coming into compliance. On November 8, 2022, the CEAAAB issued the following order:

“the Code Enforcement, Adjustments and Appeal Board found the case in violation and issued an “Order Finding Violation” and the Board stipulated the respondent had ten (10) calendar days to submit a complete application to the Planning and Building Department OR 60 days to return the parking lot to the “2010 design plan”, and if neither of these conditions were met, a fine up to \$250.00 per day would accrue.”

Can either of you confirm that one of the two conditions has been met, so that I may bring this case back for a compliance hearing. If you could respond by e-mail it would be greatly appreciated, so that I may add it to the case file. If compliance has not been met, I will need to schedule a “FINE” hearing, asap.

Thank you,

Barry E. Fox

City of St. Augustine
Short Term Rental Manager
Code Enforcement Manager
Homeless Outreach Coordinator
(904) 640-9919

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Assistant City Manager

E: rfranklin@citystaug.com | O: 904.209.4323 | W: www.CityStAug.com



City of St. Augustine

P.O. Box 210

St. Augustine, FL 32085



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Sent: Thursday, August 21, 2025 8:58 AM
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Thank you,

Barry E. Fox

City of St. Augustine
Short Term Rental Manager
Code Enforcement Manager
Homeless Outreach Coordinator
(904) 640-9919

BEFORE THE
CODE ENFORCEMENT,
ADJUSTMENTS AND APPEALS BOARD
CITY OF ST. AUGUSTINE, FLORIDA

ORDER FINDING VIOLATION

CEAAB CASE NUMBER: CE2022-0268

IN THE MATTER OF:

**The Vestry of Trinity Church of
St. Augustine, Inc.
2 ARTILLERY LANE
ST. AUGUSTINE, FL 32084
(Hereinafter referred to as Respondent)**

RE: VIOLATION OF SECTION(S): Code of Law and Ordinances of St. Augustine, Florida:

City Code, Chapter 29, Section 29-27

VIOLATION SITE: **2 ARTILLERY LANE**

LEGAL DESCRIPTION: **CITY OF ST AUGUSTINE LOT 1 BLK 34 DB224/584**

PARCEL NUMBER: **199220 0000**

THE CODE ENFORCEMENT, ADJUSTMENTS AND APPEALS BOARD HEARD TESTIMONY AND EXAMINED EVIDENCE AT A HEARING HELD ON **NOVEMBER 8, 2022**, AND, BASED ON THE EVIDENCE, HAS ADJUDGED AS FOLLOWS:

FINDINGS OF FACT AND CONCLUSIONS OF LAW

1. Respondent is the legal owner and/or occupant of the subject property and was duly notified of the hearing held on November 8, 2022, in accordance with Chapter 162 F.S.

The respondent and/or representative were present.

2. During a routine code enforcement inspection, the staff observed the following code violation on June 24, 2022:

No official Civil Plan has been submitted to the Public Works Department for the expansion/changes to the parking lot.

3. The above described is a violation of the following Section(s) of the City Code of St. Augustine:

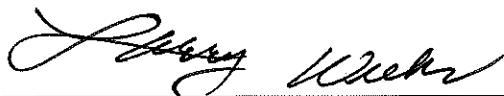
City Code, Chapter 29, Section 29-27-- Permits required for construction.

4. On July 15, 2022, the Planning and Building Department sent an **"Official Notice of Violation"** to formally advise the respondent of the violation, via certified mail. The notice stated the Respondent shall comply no later than ten (10) days or a fine of \$250.00 per day may be imposed by the Code Enforcement, Adjustments, and Appeals Board.
5. On October 18, 2022, the Planning and Building Department sent the respondent, via certified mail, an **"Official Notice of CEAAB Hearing"** for November 8, 2022 **AND** was placed at the property and with the City Clerk's office on October 18, 2022 for the CEAAB Hearing for November 8, 2022.

6. On October 18, 2022, the Planning and Building Department delivered certified by U. S. Mail an **"Official Notice of CEAAB Hearing"** for November 8, 2022 to The Vestry of Trinity Church of St. Augustine, Inc. the organization in ownership of 2 Artillery Lane.
7. **On November 8, 2022, the Code Enforcement, Adjustments and Appeals Board found the case in violation and issued an "Order Finding Violation" and the Board stipulated the respondent had ten (10) calendar days to submit a complete application to the Planning and Building department OR 60 days to return the parking lot to the "2010 design plan", and if neither of these conditions were met, a fine up to \$250.00 per day would accrue.**
8. RESPONDENT IS HEREBY FURTHER NOTIFIED TO REAPPEAR before this Board for a compliance hearing on **Tuesday, February 14, 2022** at 3:00 P.M. in the Alcazar Room in City Hall. Your presence will not be necessary if this matter has been satisfactorily resolved and the code inspector has been duly notified and has acknowledged correction of the violation.
9. In the event of a future violation of this **"Order Finding Violation,"** Respondent shall again be notified of a new compliance hearing, at which time the Board will review the evidence and impose the fine provided herein, or a maximum fine of \$500 per day if said violation is determined to have again occurred.

THIS ORDER MAY BE RECORDED IN THE OFFICIAL RECORD BOOKS OF ST. JOHNS COUNTY FORTHWITH AND SHALL CONSTITUTE A LIEN AGAINST THE ABOVE DESCRIBED PROPERTY, AND UPON ANY OTHER REAL OR PERSONAL PROPERTY OWNED BY THE VIOLATOR, PURSUANT TO CHAPTER 162.08 AND 162.09 OF THE FLORIDA STATUTES. YOUR CONTINUED NONCOMPLIANCE CAN RESULT IN FORECLOSURE, JUDICIAL SALE, AND LOSS OF YOUR PROPERTY. THEREFORE, IF FOR ANY REASON YOU ARE UNABLE TO COMPLY WITHIN THE STATED TIME, PLEASE NOTIFY THE CODE ENFORCEMENT INSPECTOR IMMEDIATELY.

DONE AND ORDERED THIS 8TH DAY OF NOVEMBER, 2022. In open session at the Alcazar Room, 75 King Street, St. Augustine, Florida.



Larry Weeks, Chairman
Code Enforcement, Adjustments & Appeals Board

STATE OF FLORIDA
COUNTY OF ST. JOHNS

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, Larry Weeks, who is personally known to me who is the person described in and who executed the foregoing instrument and acknowledged before me that he executed the same for the purposes therein expressed.

Witness my hand and official seal, this 18 day of November, A.D., 2022.



Emily Howington

Notary Public, State of Florida

You have 30 days in which to appeal this order to the Circuit Court of St. Johns County. The Code Enforcement, Adjustments and Appeals Board, upon notification by the Code Enforcement Inspector that a previous order of the Board has not been complied with by the set time, may order the violator to pay a maximum fine of \$250 for each day the violation continues past the date set for compliance. A certified copy of an order imposing a fine may be recorded in the public records and thereafter shall constitute a lien against the land on which the violation exists, or upon any other real or personal property owned by the violator; and it may be enforced in the same manner as a court judgment by the Sheriffs of this state, including levy against the personal property, but shall not be deemed to be a court judgment except for the enforcement purposes. After three (3) months from filing of any such liens which remain unpaid, the Code Enforcement, Adjustments and Appeals Board may authorize the local governing body attorney to foreclose on the lien.

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click [here](#).

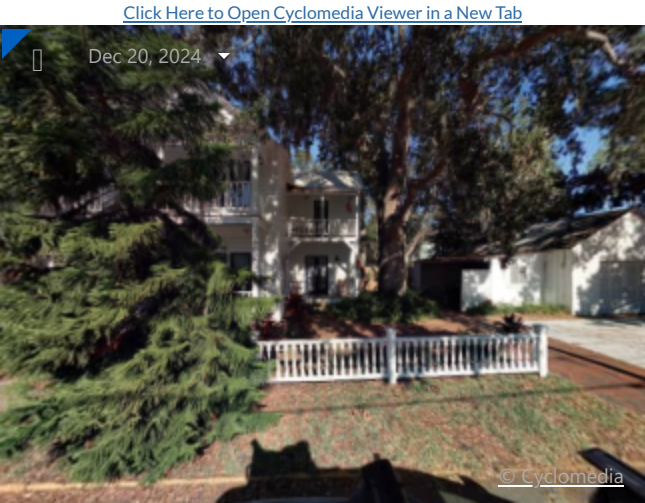
Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1951800000
Location Address	18 LOCUST ST SAINT AUGUSTINE 32084-0000
Neighborhood	Abbott Tract (606)
Tax Description*	ABBOTT TRACT CITY LOT 9 & W1/2 OF LOT 11 BLK F OR5235/1364 <i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Single Family (0100)
Subdivision	Abbott Tract
Sec/Twp/Rng	18-7-30
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	0.170
Homestead	N



Owner Information

Owner Name	Gunther Jeffrey 100%
Mailing Address	112 RURITAN RD STERLING, VA 20164-0000

Map



Sec. 28-146. - Registration.

Every vacation rental shall register with the city on forms provided for this purpose and shall pay the required administrative fee, as set by resolution, at the time of registration and thereafter annually. The information provided on each listing of a vacation rental must accurately reflect the information submitted on the registration form. All information provided in the required registration application will be verified on site prior to approval of registration. Listings that inaccurately reflect information on the registration form information will be considered a separate violation of this Code. The registration will include the following:

- (1) Address of the vacation rental.
- (2) Name, address, and contact information of the property owner.
- (3) Name, address, and contact information of the property manager if different than the property owner.
- (4) Number of rental units offered to the public for rent at this location.
- (5) Number of bedrooms.
- (6) Floor plan identifying the location of bedrooms, emergency exits or egress, and number and location of fire extinguishers, carbon monoxide and smoke detectors.
- (7) Site plan or other document depicting approved parking spaces provided.
- (8) Property owner authorization providing for inspection pursuant to section 28-147 of this Code.
- (9) The zoning designation of the vacation rental to determine whether the vacation rental is monthly, weekly, or requires a submerged land lease.

(Ord. No. 19-50, § 1, 1-27-20; Ord. No. 21-12, § 1, 7-12-21)

AFFIDAVIT OF COMPLIANCE

STATE OF FLORIDA
COUNTY OF ST. JOHNS
CITY OF ST. AUGUSTINE

Jeffrey Gunther

18 Locust Street

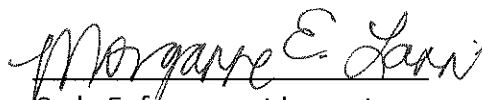
St. Augustine, FL 32084

Respondent

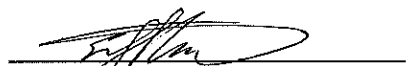
CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: CE2025-0396

I, Morganne E Lanni, have personally examined the property described in the Code Enforcement Order dated Sep 3, 2025, in reference to the above case, and find that said property is **NOW** in compliance with the City of St. Augustine Code of Ordinance(s) Chapter 28, Section 146 as of September 08, 2025.

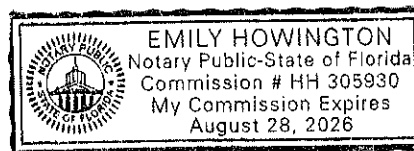
FURTHER, Affiant saith not.


Code Enforcement Inspector

SWORN TO AND SUBSCRIBED BEFORE ME THIS 9 DAY OF September, 2025.


Notary Public, State of Florida

My Commission Expires: 28 day of August, 2026.





BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

ORDER IMPOSING A FINE

CASE NUMBER: CE2025-0396

IN THE MATTER OF:

Gunther Jeffrey

18 LOCUST ST, Saint Augustine, FL, 32084

(Hereinafter referred to as Respondent)

RE: VIOLATION OF SECTION(S): Code of Law and Ordinances of St. Augustine, Florida:

City Code, Chapter 28, Sec. 28-146. - Registration.

VIOLATION SITE: **18 LOCUST ST, Saint Augustine, FL, 32084**

LEGAL DESCRIPTION: **ABBOTT TRACT CITY LOT 9 & W1/2 OF LOT 11 BLK F
OR5235/1364**

PARCEL NUMBER: **1951800000**

THE SPECIAL MAGISTRATE HEARD TESTIMONY AND EXAMINED EVIDENCE AT A
HEARING HELD ON SEPTEMBER 3, 2025, AND, BASED ON THE EVIDENCE, HAS ADJUDGED AS FOLLOWS:

FINDINGS OF FACT AND CONCLUSIONS OF LAW

1. Respondent is the legal owner and/or occupant of the subject property and was duly notified of the hearing held on September 3, 2025, in accordance with Chapter 162 F.S.

The respondent and/or representative _____ was / ☒ was not present

2. During a routine code enforcement inspection of the property, staff observed the following code violations on July 08, 2025:

**Failure to register the short-term rental property with the City of St.
Augustine.**

3. The above described is a violation of the following Section(s) of the City Code of St. Augustine:

**City Code, Chapter 28
Sec. 28-146. - Registration.**

4. On August 06, 2025, the case was found in violation and was issued an **"Order Finding Violation"** which allowed the respondent (2) days from the date of the Order to correct the violation by registering the short-term rental after which if compliance was not met a fine of up to \$250 per day may be issued for each day out of compliance.

5. On August 19, 2025, the Planning and Building Department sent the respondent, via certified mail, an **"Official Notice of Special Magistrate Hearing"** and posted a copy at the property and with the City Clerk's office for the Special Magistrate Hearing for September 3, 2025.

6. On September 3, 2025, the Special Magistrate heard the testimony and examined the evidence of this case and issued the following order:

"You are hereby informed that you / your property has been found to be:"

- a. ☐ In Compliance.
- b. ☒ Not In Compliance.
- c. ☐ An Irreparable / Irreversible Violation.

FINES PER VIOLATION

First Violation, Fine shall not exceed \$250.00 per day FSS 162.09 (2)(a)

Repeat Violation, Fine shall not exceed \$500 per day FSS 162.09(2)(a)

- a. ☐ You became compliant as of _____.
- b. ☒ The violation remains as of August 9 2025 and the fine is set to \$250.00 per day until compliance is met.
- c. ☐ The violation remains for _____ days after the compliance period ended and the fine is set to \$_____ per day for a total amount of \$_____.
- d. ☐ Other: _____

Irreparable / Irreversible Violation, Fine not to exceed \$5,000.00 per violation...FSS 162.09(2)(a)

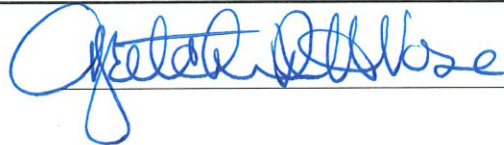
- e. ☐ and the Fine is set at \$_____.

7. RESPONDENT IS HEREBY has thirty (30) days from the date of the order to pay the fine in full.

8. In the event of a future violation of this **"Order Finding Violation,"** Respondent shall again be notified of a new hearing, at which time the Special Magistrate will review the evidence and impose the fine provided herein, or a maximum fine of \$500 per day, if said violation is determined to have again occurred.

THIS ORDER MAY BE RECORDED IN THE OFFICIAL RECORD BOOKS OF ST. JOHNS COUNTY FORTHWITH AND SHALL CONSTITUTE A LIEN AGAINST THE ABOVE DESCRIBED PROPERTY, AND UPON ANY OTHER REAL OR PERSONAL PROPERTY OWNED BY THE VIOLATOR, PURSUANT TO CHAPTER 162.08 AND 162.09 OF THE FLORIDA STATUTES. YOUR CONTINUED NONCOMPLIANCE CAN RESULT IN FORECLOSURE, JUDICIAL SALE, AND LOSS OF YOUR PROPERTY. THEREFORE, IF FOR ANY REASON YOU ARE UNABLE TO COMPLY WITHIN THE STATED TIME, PLEASE NOTIFY THE CODE ENFORCEMENT INSPECTOR IMMEDIATELY.

DONE AND ORDERED THIS 3RD OF SEPTEMBER, 2025. In open session at the Alcazar Room, 75 King Street, St. Augustine, Florida.



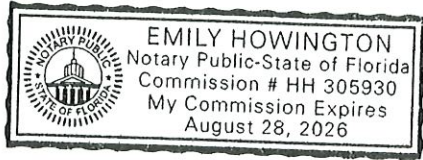
, Special Magistrate

City of St. Augustine

STATE OF FLORIDA
COUNTY OF ST. JOHNS

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, Becky Vose, who is personally known to me who is the person described in and who executed the foregoing instrument and acknowledged before me that she executed the same for the purposes therein expressed.

Witness my hand and official seal, this 3 day of September, A.D., 25.



[Signature]
Notary Public, State of Florida

You have 30 days in which to appeal this order to the Circuit Court of St. Johns County. The Special Magistrate, upon notification by the Code Enforcement Inspector that a previous order of the Board has not been complied with by the set time, may order the violator to pay a maximum fine of \$500 for each day the violation continues past the date set for compliance. A certified copy of an order imposing a fine may be recorded in the public records and thereafter shall constitute a lien against the land on which the violation exists, or upon any other real or personal property owned by the violator; and it may be enforced in the same manner as a court judgment by the Sheriffs of this state, including levy against the personal property, but shall not be deemed to be a court judgment except for the enforcement purposes. After three (3) months from filing of any such liens which remain unpaid, the Special Magistrate may authorize the local governing body attorney to foreclose on the lien.

BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a true and correct copy of the foregoing has been sent via U.S. Mail to

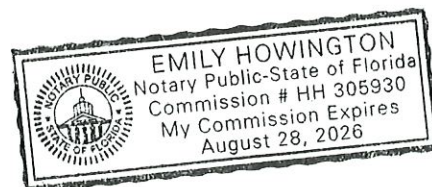
Gunther Jeffrey, 112 RURITAN RD, STERLING, VA 20164

9489 0090 0027 6675 2545 22

Gunther Jeffrey , 18 LOCUST ST, SAINT AUGUSTINE, FL 32084

9489 0090 0027 6675 2545 39

on this 3 day of September, 25

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click [here](#).

Homestead Compliance

Sales Questionnaire Form

If you are a new owner of this property, please click here to submit a Sales Questionnaire

Sales Questionnaire

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	2197000000
Location Address	219 ZORATOA AVE SAINT AUGUSTINE 32080-0000
Neighborhood	Davis Shores South (590)
Tax Description*	3-99 DAVIS SHORES LOTS 14 & 15 BLK 45 OR6168/834 <i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Single Family (0100)
Subdivision	Davis Shores Ocean View Section
Sec/Twp/Rng	17-7-30
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	0.310
Homestead	N



Owner Information

Owner Name	Rose Howard N Revocable Trust 100% Rose Howard Noel Trustee 0%
Mailing Address	4160 BURNING TREE LAND S JACKSONVILLE, FL 32223-0000

Sec. 28-146. - Registration.

Every vacation rental shall register with the city on forms provided for this purpose and shall pay the required administrative fee, as set by resolution, at the time of registration and thereafter annually. The information provided on each listing of a vacation rental must accurately reflect the information submitted on the registration form. All information provided in the required registration application will be verified on site prior to approval of registration. Listings that inaccurately reflect information on the registration form information will be considered a separate violation of this Code. The registration will include the following:

- (1) Address of the vacation rental.
- (2) Name, address, and contact information of the property owner.
- (3) Name, address, and contact information of the property manager if different than the property owner.
- (4) Number of rental units offered to the public for rent at this location.
- (5) Number of bedrooms.
- (6) Floor plan identifying the location of bedrooms, emergency exits or egress, and number and location of fire extinguishers, carbon monoxide and smoke detectors.
- (7) Site plan or other document depicting approved parking spaces provided.
- (8) Property owner authorization providing for inspection pursuant to section 28-147 of this Code.
- (9) The zoning designation of the vacation rental to determine whether the vacation rental is monthly, weekly, or requires a submerged land lease.

(Ord. No. 19-50, § 1, 1-27-20; Ord. No. 21-12, § 1, 7-12-21)

AFFIDAVIT OF COMPLIANCE

STATE OF FLORIDA

COUNTY OF ST. JOHNS

CITY OF ST. AUGUSTINE

Rose Howard N Revocable Trust

Rose Howard Noel Trustee

219 Zoratoa Ave

St. Augustine, FL 32080

Respondent

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: CE2024-0342

I, Curtis Boles, have personally examined the property described in the Code Enforcement Order dated September 3, 2025, in reference to the above case, and find that said property is **NOW** in compliance with the City of St. Augustine Code of Ordinance(s)

Ch. 28, Section 28-146 as of September 9, 2025.

FURTHER, Affiant saith not.

Morgan E Lanni
Code Enforcement Inspector

SWORN TO AND SUBSCRIBED BEFORE ME THIS 24 DAY OF September, 2025.

[Signature]
Notary Public, State of Florida

My Commission Expires: 28 day of August, 2025.





BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

ORDER FINDING VIOLATION

CASE NUMBER: CE2025-0431

IN THE MATTER OF:

Rose Howard N Revocable Trust
Rose Howard Noel Trustee

219 ZORATOA AVE, Saint Augustine, FL, 32080

(Hereinafter referred to as Respondent)

RE: VIOLATION OF SECTION(S): Code of Law and Ordinances of St. Augustine, Florida:

City Code, Chapter 28, Sec. 28-146. - Registration.

VIOLATION SITE: **219 ZORATOA AVE, Saint Augustine, FL, 32080**

LEGAL DESCRIPTION: **3-99 DAVIS SHORES LOTS 14 & 15 BLK 45 OR6168/834**

PARCEL NUMBER: **2197000000**

THE SPECIAL MAGISTRATE HEARD TESTIMONY AND EXAMINED EVIDENCE AT A HEARING HELD ON **SEPTEMBER 03, 2025**, AND, BASED ON THE EVIDENCE, HAS ADJUDGED AS FOLLOWS:

FINDINGS OF FACT AND CONCLUSIONS OF LAW

1. Respondent is the legal owner and/or occupant of the subject property and was duly notified of the hearing held on **September 03, 2025**, in accordance with Chapter 162 F.S.

The respondent and/or representative _____ was / ☒ was not present

2. During a routine code enforcement inspection of the property, staff observed the following code violations on August 13, 2025:

Short-term rental property operating without a valid registration.

3. The above described is a violation of the following Section(s) of the City Code of St. Augustine:

**City Code, Chapter 28
Sec. 28-146. - Registration.**

4. On August 13, 2025, the Planning and Building Department sent an **"Official Notice of Violation"** to formally advise the respondent of the violation, via certified mail.
5. On August 20, 2025, the Planning and Building Department sent the respondent, via certified mail, an **"Official Notice of Special Magistrate Hearing"** and posted a copy at the property and with the City Clerk's office for the Special Magistrate Hearing for September 03, 2025.
6. **On September 03, 2025, the Special Magistrate heard the testimony and examined the evidence of this case and issued the following order:**

"You are hereby informed that you / your property has been found to be:"

- a. ☒ In Violation.
- b. ☐ A Repeat Violation.
- c. ☐ An Irreparable / Irreversible Violation.

AND

- a. ☐ You are in Compliance, at the time of this hearing.
- b. ☐ No fine will be assigned and the case will be closed.
- c. ☐ Other: _____

First Violation, Fine shall not exceed \$250.00 a day...FSS 162.09(2)(a)

- a. ☒ You have 2 days to become compliant or a fine of up to \$250 will be imposed for each day the violation continues.
- b. ☐ You were in violation for _____ days, found to be compliant at this time, and the fine is set at \$_____.

Repeat Violation, Fine shall not exceed \$500.00 a day...FSS 162.09(2)(a)

- a. ☐ A fine of up to \$_____ Will be imposed for each day the violation continues.
- b. ☐ You were in violation for _____ days, found to be compliant at this time, and the fine is set at \$_____.

Irreparable / Irreversible Violation, Fine not to exceed \$5,000.00 per violation...FSS 162.09(2)(a)

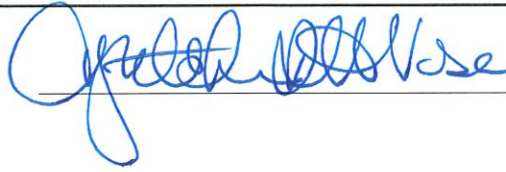
- a. ☐ and the Fine is set at \$_____ per violation totaling to \$_____

7. RESPONDENT IS HEREBY FURTHER NOTIFIED TO REAPPEAR before the Special Magistrate for a compliance hearing on Oct 1, 2025 at 9:00 A.M. in the Alcazar Room in City Hall. Your presence will not be necessary if this matter has been satisfactorily resolved and the code inspector has been duly notified and has acknowledged correction of the violation.

8. In the event of a future violation of this **"Order Finding Violation,"** Respondent shall again be notified of a new hearing, at which time the Special Magistrate will review the evidence and impose the fine provided herein, or a maximum fine of \$500 per day, if said violation is determined to have again occurred.

THIS ORDER MAY BE RECORDED IN THE OFFICIAL RECORD BOOKS OF ST. JOHNS COUNTY FORTHWITH AND SHALL CONSTITUTE A LIEN AGAINST THE ABOVE DESCRIBED PROPERTY, AND UPON ANY OTHER REAL OR PERSONAL PROPERTY OWNED BY THE VIOLATOR, PURSUANT TO CHAPTER 162.08 AND 162.09 OF THE FLORIDA STATUTES. YOUR CONTINUED NONCOMPLIANCE CAN RESULT IN FORECLOSURE, JUDICIAL SALE, AND LOSS OF YOUR PROPERTY. THEREFORE, IF FOR ANY REASON YOU ARE UNABLE TO COMPLY WITHIN THE STATED TIME, PLEASE NOTIFY THE CODE ENFORCEMENT INSPECTOR IMMEDIATELY.

DONE AND ORDERED THIS 3RD DAY OF SEPTEMBER, 2025. In open session at the Alcazar Room, 75 King Street, St. Augustine, Florida.



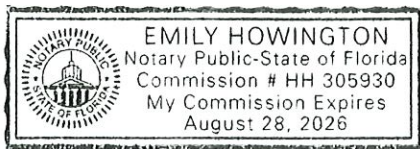
, Special Magistrate

City of St. Augustine

STATE OF FLORIDA
COUNTY OF ST. JOHNS

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, Becky Vose, who is personally known to me who is the person described in and who executed the foregoing instrument and acknowledged before me that she executed the same for the purposes therein expressed.

Witness my hand and official seal, this 3 day of September, A.D., 25.



Emily Howington
Notary Public, State of Florida

You have 30 days in which to appeal this order to the Circuit Court of St. Johns County. The Special Magistrate, upon notification by the Code Enforcement Inspector that a previous order of the Board has not been complied with by the set time, may order the violator to pay a maximum fine of \$500 for each day the violation continues past the date set for compliance. A certified copy of an order imposing a fine may be recorded in the public records and thereafter shall constitute a lien against the land on which the violation exists, or upon any other real or personal property owned by the violator; and it may be enforced in the same manner as a court judgment by the Sheriffs of this state, including levy against the personal property, but shall not be deemed to be a court judgment except for the enforcement purposes. After three (3) months from filing of any such liens which remain unpaid, the Special Magistrate may authorize the local governing body attorney to foreclose on the lien.

BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a true and correct copy of the foregoing has been sent via U.S. Mail to

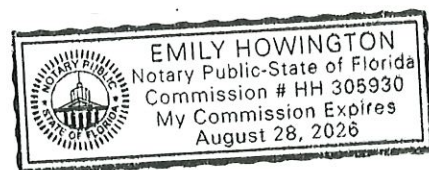
Rose Howard N Revocable Trust, Rose Howard Noel Trustee,

4160 BURNING TREE LAND S, JACKSONVILLE, FL 32223, 9489 0090 0027 6675 2546 90

Rose Howard N Revocable Trust, Rose Howard Noel Trustee

219 ZORATOA AVE, SAINT AUGUSTINE, FL, 32080, 9489 0090 0027 6675 2547 06

on this 3 day of September, 25

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click [here](#).

Homestead Compliance

Sales Questionnaire Form

If you are a new owner of this property, please click here to submit a Sales Questionnaire

Sales Questionnaire

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1585730110
Location	PELICAN REEF DR
Address	SAINT AUGUSTINE 32080-0000
Neighborhood	pelican reef (ICW) (628.42)
Tax Description*	111/57-61 PELICAN REEF BLOCK 12 PHASE 6 LOT 11 & S 17.56 FT OF LOT 12 OR5457/1619 & 5788/1409(Q/C)
	<i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Vacant Residential (0000)
Subdivision	PELICAN REEF BLOCK 12 PHASE 6
Sec/Twp/Rng	20-7-30
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	0.530
Homestead	N



Owner Information

Owner Name	Hutchinson Michael W 100%
Mailing Address	205 PARTRIDGE CIR LEESBURG, GA 31763-0000

Sec. 25-56. - Tree removal and replacement.

- (a) *Permits required.* It shall be unlawful for any person directly or indirectly to cut down, destroy, remove or effectively destroy by damaging any tree in the city without first obtaining a permit as herein provided. This requirement shall apply to all trees three (3) inches or larger dbh., and to Southern Red Cedar trees (*juniperus silicicola*) more than two (2) feet tall or having a trunk diameter at a point three (3) inches above ground level of more than one (1) inch. Provided, however, that it shall not be unlawful to remove a tree other than a Southern Red Cedar (*juniperus silicicola*) which is less than three (3) inches dbh., nor shall any permit be required for the removal of such tree. In addition, it shall not be unlawful to remove an exempt tree or an invasive species and no permit shall be required for the removal of such.
- (b) *Permit applications and application fees.*
- (1) Permits for removal or relocation of trees shall be obtained by making application for permit to the city planning and building division. The application shall indicate the number, species and diameter breast height (dbh.) of each tree to be removed or relocated and the reasons for the removal or relocation. Such applications for permits for removal or relocation of trees shall be accompanied by a fee of twenty dollars (\$20.00). Such fees are hereby declared to be necessary for the purpose of processing the application and making the necessary inspection for administration and enforcement of this section.
 - (2) Permits for removal or relocation of trees associated with a site plan for a development shall be obtained by making application for permit for the development to the city planning and building division. The application shall be accompanied by a site plan. When the permit for the development is issued it will include tree removal, relocation and replacement as indicated on the approved site plan for the development.
- (c) *Application review.* Upon receipt of a complete application, which may include a site plan for a development, the city planning and building division shall review such application which may include a field check of the site and referral of the application to other departments or agencies as necessary to determine any adverse effect upon the general public welfare, adjacent properties or city services and facilities.
- (1) The planning and building division may issue a tree removal permit for trees which are not considered preserved trees.
 - (2) To remove a preserved tree anywhere on site, approval shall first be given by the code enforcement, adjustments and appeals board, or by the planning and zoning board, if such approval is related to the review of a site plan.
 - (3) In determining whether or not a permit required by this section should be issued, the city planning and building division shall consider and base all decisions on the following:
 - a.

The condition of the tree with respect to disease, insect attack, danger of falling, proximity to existing or proposed structures and interferences with utility services.

- b. The necessity of removing a tree to construct proposed improvements in order to allow reasonable economic use of the property.
- c. The relief of the land where the tree is located and the effect removal of the tree would have on erosion, soil moisture retention, diversion, increased or decreased flow of surface waters and the city master drainage plan or similar plan adopted by the city commission.
- d. The number and density of trees existing in the neighborhood on improved or unimproved property. The planning and building division shall also be guided by the effect removal of a tree would have on property values in the neighborhood where the property is located and on other vegetation in the neighborhood.
- e. Whether the tree has been designated a preserved tree.
- f. Impact upon the urban and natural environment, including:
 - Ground and surface water stabilization.
 - Water quality and aquifer recharge.
 - Ecological impacts.
 - Noise pollution.
 - Air movement.
 - Air quality.
 - Wildlife habitat.
- g. The ease with which the property owner or agent can alter or revise the proposed development or improvements to accommodate existing trees, including the tree or trees proposed to be removed.

(d) *Issuance of permit.* The planning and building division shall issue the removal permit unless, upon consideration of the criteria set forth above, the division finds any of the following will result:

- (1) That the property owner or agent will not be unreasonably affected in shifting the location of the proposed structure, building or improvement, which shift will maintain the existence of the subject trees and still permit construction of such building or improvement on the site.
- (2)

That the property owner or agent will not be unreasonably affected in modifying the design of the proposed structure, building or other improvement, which modification will maintain the existence of the trees proposed to be removed and still permit construction substantially similar to that originally proposed.

- (3) That the removal of the subject trees will have a substantial adverse impact on the urban and natural environment.
- (4) That the subject trees are preserved trees and removal must be reviewed by the code enforcement, adjustments and appeals board or the planning and zoning board.
- (e) *Denial of permit.* If the planning and building division denies the removal permit it shall set forth with particularity its reasons for such denial in writing.
- (f) *Appeals.* When a tree removal permit, including a permit for the removal of a preserved tree not involved with a site plan for new development, has been denied by the planning and building division, the property owner or agent may appeal this decision to the nuisance, appeals and adjustment board. The board shall approve or deny the appeal and may impose conditions as required, such as specific tree species and sizes for the required replacement trees. The board may require more stringent replacement requirements than is required by this chapter. The nuisance, appeals and adjustment board shall not be empowered to relax the standards and requirements contained herein. If a preserved tree is approved by the board to be removed, a minimum of two (2) shade trees a minimum of ten (10) feet in height shall be used as replacement. The replacement of trees that have been removed after board approval shall be done within thirty (30) days after the tree has been removed.
- (g) *Relocation and replacement.* As condition to the granting of a permit, the property owner or agent will be required to relocate the tree being removed or required to replace the tree being removed with a tree somewhere within the site. Native vegetation shall be replaced with native vegetation. Shade trees must be replaced by shade trees. Understory and palm trees may be replaced by any type tree. Replacement shade trees shall be a minimum of ten (10) feet high and understory trees shall be a minimum of ten (10) feet high when planted. Each Southern Red Cedar tree (*juniperus silicicola*) removed shall be replaced with a minimum of two (2) Southern Red Cedars of such a size and quality as shall be determined by the city building official to be assured of such Southern Red Cedars' continued viability and growth. The property owner or agent shall also be required to replace the relocated or replacement tree should same die within three (3) years from date of planting.
- (h) *Public lands.* No tree shall be removed from any public property or public right-of-way except in accordance with the provisions of this section.
- (i) *"After the fact" tree removal permits.*
 - (1) The application fee shall be as follows:
 - a.

One hundred dollars (\$100.00) for each tree three (3) inches or more but less than seven (7) inches dbh.

- b. Two hundred dollars (\$200.00) for each tree seven (7) inches or more but less than twelve (12) inches dbh.
- c. Four hundred dollars (\$400.00) for each tree twelve (12) inches or more but less than twenty (20) inches dbh.
- d. Eight hundred dollars (\$800.00) for each tree twenty (20) inches or more dbh.

- (2) The planning and building director may issue an "after the fact" tree removal permit for trees which are not considered preserved trees, but only after considering the above mentioned factors and the reason why a permit was not obtained prior to the removal.
- (3) If the planning and building director denies the "after the fact" tree removal permit, he/she shall set forth with particularity the reasons for such denial in writing. When such permit is denied, said denial may be appealed as stated above to the adjustments and appeals board.
- (4) No "after the fact" tree removal permits shall be issued for the removal of preserved trees. Any such action shall be subject to code enforcement proceedings wherein any explanation or reason for removal without a permit and evidence as to the tree's condition prior to removal may be presented as mitigation.
- (j) In certain instances, it may be impossible or infeasible for a property owner to replace a tree or trees as required by subsection (g) of this section and section 11-28(d) of this Code. In such cases, the owner may instead pay a sum of money into the tree mitigation fund.
 - (1) The amount to be paid into the tree mitigation fund shall be determined by resolution, updated from time to time in order to reflect the actual cost for the city to purchase and plant an appropriate replacement tree offsite.
 - (2) Monies paid into the tree mitigation fund shall be used by the city to plant and maintain trees on the city right-of-way or on city or other public property within the city, with the location to be determined by the city manager or his or her designee, in order to promote street tree rehabilitation, maintain a diverse tree inventory, and support the tree canopy throughout the city.
 - (3) The city manager or his or her designee shall not issue a tree removal permit until the monies owed for tree mitigation are paid in full.

(Ord. No. 04-17, § 1, 10-25-04; Ord. No. 09-17, § 1, 5-11-09; Ord. No. 15-09, § 3, 3-19-15; Ord. No. 20-05, § 1, 2-10-20; Ord. No. 24-07, § 7, 4-8-24)

CITY OF ST. AUGUSTINE
A15-APPLICATION TO BOARD OF ADJUSTMENTS AND APPEALS

Application Fee _____

BDAC No. _____

Receipt No. _____

Meeting Date _____

Deadline Date _____

PLEASE PRINT OR TYPE

1. ACTION REQUESTED: ☐ Building Code Variance ☐ Appeal of Staff Determination
☐ Other _____
2. NAME OF APPLICANT Jason Forrest Daytime Telephone 904-501-0943
Address 238 W Kings St #1 City St. Augustine State FL Zip 32084
3. NAME OF PROPERTY OWNER Michael Hutchinson Telephone _____
Address 277 Buck Run DR City Leesburg State GA Zip 31763
4. PROJECT STREET ADDRESS 204 Pelican Reef Dr
5. TYPE OF CONSTRUCTION Existing _____ Proposed _____
6. BUILDING USE Existing _____ Proposed _____
7. REASON FOR ACTION REQUESTED:

Justification:

Miscommunication between administration and
general misunderstanding between office jurisdiction

Hardship:

AGREEMENT: In filing this application, I understand that it becomes a part of the Public Record of the City of St. Augustine and hereby certify that all information contained herein is accurate to the best of my knowledge. Application must be signed by both applicant and property owner if different. Letter of authorization must be submitted in absence of the property owner's signature or where authorized agent signs in lieu of either property owner or applicant. Florida Statute 286.0105 states that a person appealing any decision by this board at any meeting regarding this application may need a verbatim record of the proceedings which includes testimony and evidence upon which the appeal is to be based.

SIGNATURE OF APPLICANT

DATE

9/18/25

SIGNATURE OF PROPERTY OWNER

DATE

9/18/25

Email: accounting@forrestinc.com

OWNER'S AUTHORIZATION FOR AGENT

Jason Forrest is/are hereby authorized TO ACT ON BEHALF
OF, the owner(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 the City of
St. Augustine's:

- ☐ Historic Architectural Review Board
- ☐ Planning and Zoning Board
- ☒ Code Enforcement, Adjustments and Appeals Board
- ☐ Other: _____

For property located at: 204 Pelican Reef Dr

BY: _____

Signature of Owner

Michael Hutchinson

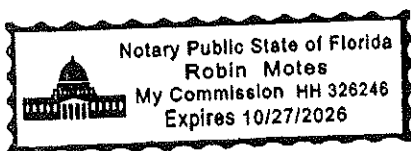
Print Name of Owner

478-957-5016

Telephone

Sworn to and subscribed before me on this 28 day of August, 2025.

Notary Public: _____



OWNER'S AUTHORIZATION FOR AGENT

James Whitehouse is/are hereby authorized TO ACT ON BEHALF

OF, the owner(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 the City of

St. Augustine's:

- ☐ Historic Architectural Review Board
- ☐ Planning and Zoning Board
- ☒ Code Enforcement, Adjustments and Appeals Board
- ☐ Other: _____

For property located at:

Roy Pelican Reef Dr

BY:

[Signature]
Signature of Owner

Michael Hutchinson

Print Name of Owner

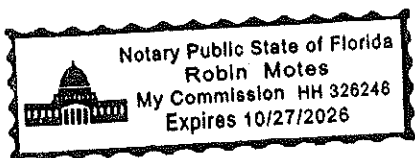
478-957-5016

Telephone

Sworn to and subscribed before me on this 28 day of August, 2025.

Notary Public:

[Signature]



OWNER'S AUTHORIZATION FOR AGENT

Ryan Carter is/are hereby authorized TO ACT ON BEHALF
OF, the owner(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 the City of
St. Augustine's:

- ☐ Historic Architectural Review Board
- ☐ Planning and Zoning Board
- ☒ Code Enforcement, Adjustments and Appeals Board
- ☐ Other: _____

For property located at: 204 Pelican Reef Dr

BY: _____

Signature of Owner

Michael Hutchinson

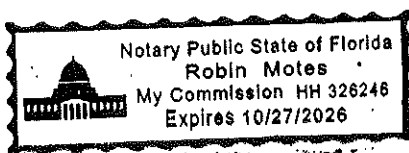
Print Name of Owner

478-957-5016

Telephone

Sworn to and subscribed before me on this 28 day of August, 2025.

Notary Public: Robin Motes



CE 2024-0469

PAYMENT SUMMARY RECEIPT

CITY OF ST. AUGUSTINE - LIVE
75 King Street

DATE: 09/18/25 CUSTOMER#:
TIME: 14:18:40
CLERK: 1596pcou

application requesting SM
recommendation for lien reduction.

RECPT#: 3233034 PREV BAL: 100.00
TP/YR: P/2025 AMT PAID: 100.00
BILL: 3233034 ADJSTMNT: .00
EFF DT: 09/18/25 BAL DUE: .00

Misc Cash Receipts

-----TOTALS-----

PRINCIPAL PAID: 100.00
INTEREST PAID: .00
ADJUSTMENTS: .00
DISC TAKEN: .00

AMT TENDERED: 100.00
AMT APPLIED: 100.00
CHANGE: .00

PAID BY: 204 pelican rf app
PAYMENT METH: CHECK
PAYMENT REF: 2341

TOT PREV BAL DUE: 100.00
TOT BAL DUE NOW : .00
VA



BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

ORDER IMPOSING A LIEN

CASE NUMBER: CE2024-0464

IN THE MATTER OF:

Hutchinson Michael W

204 Pelican Reef Dr, Saint Augustine, FL, 32080

(Hereinafter referred to as Respondent)

RE: VIOLATION OF SECTION(S): Code of Law and Ordinances of St. Augustine, Florida:

City Code, Chapter 25, Section 25-56- Tree removal and replacement.

Public Records of St. Johns County, FL

Clerk number: 2025027286

BK: 6127 PG: 1609

4/8/2025 11:08 AM

Recording \$27.00

VIOLATION SITE:

204 Pelican Reef Dr, Saint Augustine, FL, 32080

LEGAL DESCRIPTION:

**111/57-61 PELICAN REEF BLOCK 12 PHASE 6 LOT 11 & S
17.56 FT OF LOT 12 OR5457/1619 & 5788/1409(Q/C)**

PARCEL NUMBER:

1585730110

THE SPECIAL MAGISTRATE HEARD TESTIMONY AND EXAMINED EVIDENCE AT A HEARING HELD ON **APRIL 2, 2025**, AND, BASED ON THE EVIDENCE, HAS ADJUDGED AS FOLLOWS:

FINDINGS OF FACT AND CONCLUSIONS OF LAW

1. Respondent is the legal owner and/or occupant of the subject property and was duly notified of the hearing held on April 2, 2025, in accordance with Chapter 162 F.S.

The respondent and/or representative ☒ was / ☐ was not present

2. THIS MATTER originally came before the Special Magistrate for public hearing on April 2, 2025, after due notice to the Respondent(s), at which time the Special Magistrate heard testimony under oath and received evidence. The Special Magistrate issued findings of fact, conclusions of laws, and an oral order reduced to writing and furnished to the Respondent(s) to take corrective action by a time certain, as more specifically set forth in that order. On February 5, 2025, the Special Magistrate issued an "**Order Finding Violation**" which set the amount at **\$1,500** per violation totaling to **\$22,500** for the 15 Southern Red Cedar trees and **\$1,000** per violation totaling to **\$2,000** for the 2 Oak trees removed the respondent had 30 days to pay the fine. **As of March 5, 2025, the fines had not been paid.**

3. Based on the evidence and testimony presented at the April 2, 2025, hearing, the Special Magistrate finds that the required corrective action has not been taken as ordered which constitutes non-compliance with the City Code, Chapter 28, Section 28-90.

4. IT IS HEREBY ORDERED that the above described fine in the amount of **\$24,500.00** is hereby pending against the Respondent(s) for the violation that existed upon the previously described property, and that the fine would be imposed in the form of a lien.

THIS ORDER SHALL BE RECORDED IN THE OFFICIAL RECORD BOOKS OF ST. JOHNS COUNTY FORTHWITH AND SHALL CONSTITUTE A LIEN AGAINST THE ABOVE DESCRIBED PROPERTY, AND UPON ANY OTHER REAL OR PERSONAL PROPERTY OWNED BY THE VIOLATOR, PURSUANT TO SECTIONS 162.08 AND 162.09, FLORIDA STATUTES. FURTHER INFORMATION ON THIS MATTER MAY BE OBTAINED BY CONTACTING THE BUILDING AND CODE ENFORCEMENT DIVISION, P.O. BOX 210, ST. AUGUSTINE, FL 32085-0210, (904) 825-1066.

DONE AND ORDERED THIS AND OF APRIL 2025. In open session at the Alcazar Room, 75 King Street, St. Augustine, Florida.

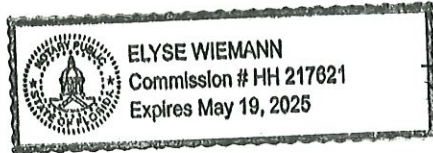


Gretchen R. H. Vose Esq, Special Magistrate
City of St. Augustine

STATE OF FLORIDA
COUNTY OF ST. JOHNS

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, Gretchen R. H. Vose Esq, who is personally known to me who is the person described in and who executed the foregoing instrument and acknowledged before me that she executed the same for the purposes therein expressed.

Witness my hand and official seal, this 2nd day of April, A.D., 2025.



Elyse Wiemann
Notary Public, State of Florida

You have 30 days in which to appeal this order to the Circuit Court of St. Johns County. The Special Magistrate, upon notification by the Code Enforcement Inspector that a previous order of the Board has not been complied with by the set time, may order the violator to pay a maximum fine of \$500 for each day the violation continues past the date set for compliance. A certified copy of an order imposing a fine may be recorded in the public records and thereafter shall constitute a lien against the land on which the violation exists, or upon any other real or personal property owned by the violator; and it may be enforced in the same manner as a court judgment by the Sheriffs of this state, including levy against the personal property, but shall not be deemed to be a court judgment except for the enforcement purposes. After three (3) months from filing of any such liens which remain unpaid, the Special Magistrate may authorize the local governing body attorney to foreclose on the lien.

BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a true and correct copy of the foregoing has been sent via U.S. Mail to

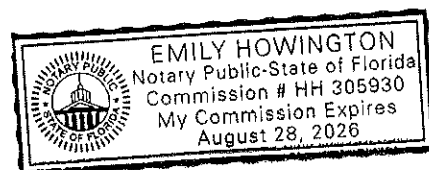
Hutchinson Michael W, 205 PARTRIDGE CIR, LEESBURG, GA 31763

9489 0090 0027 6577 5059 75

Hutchinson Michael W, Pelican Reef Dr, St. Augustine, FL 32080

9489 0090 0027 6577 5059 82

on this 8 day of April, 25



St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

This form is not a Homestead Exemption application. To apply online for homestead and related exemptions, please click [here](#).

Homestead Compliance

Sales Questionnaire Form

If you are a new owner of this property, please click here to submit a Sales Questionnaire

Sales Questionnaire

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1113300000
Location Address	222 W KING ST SAINT AUGUSTINE 32084-0000
Neighborhood	Retail Stores W King St (COM) (680.38)
Tax Description*	DANCY TRACT RESUB BLK 1 LOT 1 BLK 2 OR5730/122 <i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Mixed Use (Store/Office/Residential Combo) (1200)
Subdivision	Dancy Tract Resubdivision of Block 1
Sec/Twp/Rng	37-7-30
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	0.400
Homestead	N



Owner Information

Owner Name	Kunsch Properties LLC 100%
Mailing Address	7 NESMITH AVE SAINT AUGUSTINE, FL 32084-0000

Sec. 8-608. - Permit required.

It shall be unlawful for any person, firm, or corporation to construct, erect, alter, repair, or demolish any building within the city without first obtaining a permit therefor from the planning and building department, and upon the payment of such reasonable fees adopted by the city. The building official is empowered to revoke any such permit upon a determination that the construction, erection, alteration, repair, or demolition of the building for which the permit was issued is in violation of, or not in conformity with, the provisions of the city building codes. Installation, replacement, removal, or metering of any load management control device is exempt from and shall not be subject to the permit process and fees otherwise required by this section.



BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

ORDER IMPOSING A FINE

CASE NUMBER: CE2024-0590

IN THE MATTER OF:

KUNSCH PROPERTIES LLC
222 W KING ST, Saint Augustine, 32084
(Hereinafter referred to as Respondent)

RE: VIOLATION OF SECTION(S): Code of Law and Ordinances of St. Augustine, Florida:

City Code, Chapter 8, Section 8-608- Permits required.

VIOLATION SITE: **222 W KING ST, Saint Augustine, 32084**
LEGAL DESCRIPTION: **DANCY TRACT RESUB BLK 1 LOT 1 BLK 2 OR5730/122**
PARCEL NUMBER: **1113300000**

THE SPECIAL MAGISTRATE HEARD TESTIMONY AND EXAMINED EVIDENCE AT A HEARING HELD ON SEPTEMBER 3, 2025, AND, BASED ON THE EVIDENCE, HAS ADJUDGED AS FOLLOWS:

FINDINGS OF FACT AND CONCLUSIONS OF LAW

1. Respondent is the legal owner and/or occupant of the subject property and was duly notified of the hearing held on September 3, 2025, in accordance with Chapter 162 F.S.

The respondent and/or representative _____ was / ☒ was not present

2. During a routine code enforcement inspection of the property, staff observed the following code violations on November 21, 2024:

Respondent removed structures along the east side of the property prior to obtaining permits.

3. The above described is a violation of the following Section(s) of the City Code of St. Augustine:

City Code, Chapter 8, Section 8-608- Permits required.

4. On March 5, 2025, the case was found in violation and was issued an **"Order Finding Violation"** which allowed the respondent (2) days from the date of the Order to correct the violation by applying for permits after which if compliance was not met a fine of up to \$250 per day may be issued for each day out of compliance.

5. On August 19, 2025, the Planning and Building Department sent the respondent, via certified mail, an **"Official Notice of Special Magistrate Hearing"** and posted a copy at the property and with the City Clerk's office for the Special Magistrate Hearing for September 3, 2025.

6. On September 3, 2025, the Special Magistrate heard the testimony and examined the evidence of this case and issued the following order:

"You are hereby informed that you / your property has been found to be:"

- a. ☐ In Compliance.
- b. ☒ Not In Compliance.
- c. ☐ An Irreparable / Irreversible Violation.

FINES PER VIOLATION

First Violation, Fine shall not exceed \$250.00 per day FSS 162.09 (2)(a)

Repeat Violation, Fine shall not exceed \$500 per day FSS 162.09(2)(a)

- a. ☐ You became compliant as of _____.
- b. ☐ The violation remains as of _____ and the fine is set to \$_____ per day until compliance is met.
- c. ☒ The violation remains for 179 days after the compliance period ended and the fine is set to \$250.00 per day for a total amount of \$44,750.00
- d. ☐ Other: _____

Irreparable / Irreversible Violation, Fine not to exceed \$5,000.00 per violation...FSS 162.09(2)(a)

- e. ☐ and the Fine is set at \$_____.

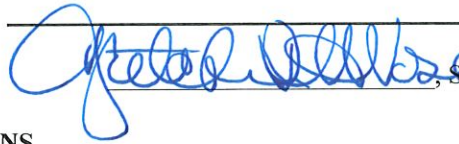
7. RESPONDENT IS HEREBY has thirty (30) days from the date of the order to pay the fine in full.

8. In the event of a future violation of this **"Order Finding Violation,"** Respondent shall again be notified of a new hearing, at which time the Special Magistrate will review the evidence and impose the fine provided herein, or a maximum fine of \$500 per day, if said violation is determined to have again occurred.

THIS ORDER MAY BE RECORDED IN THE OFFICIAL RECORD BOOKS OF ST. JOHNS COUNTY FORTHWITH AND SHALL CONSTITUTE A LIEN AGAINST THE ABOVE DESCRIBED PROPERTY, AND UPON ANY OTHER REAL OR PERSONAL PROPERTY OWNED BY THE VIOLATOR, PURSUANT TO CHAPTER 162.08 AND 162.09 OF THE FLORIDA STATUTES. YOUR CONTINUED NONCOMPLIANCE CAN RESULT IN FORECLOSURE, JUDICIAL SALE, AND LOSS OF YOUR PROPERTY. THEREFORE, IF FOR ANY REASON YOU ARE UNABLE TO COMPLY WITHIN THE STATED TIME, PLEASE NOTIFY THE CODE ENFORCEMENT INSPECTOR IMMEDIATELY.

DONE AND ORDERED THIS 3RD OF SEPTEMBER, 2025. In open session at the Alcazar Room,
75 King Street, St. Augustine, Florida.

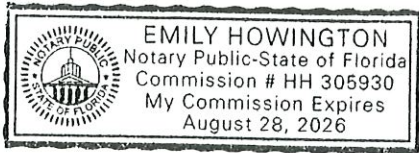
STATE OF FLORIDA
COUNTY OF ST. JOHNS



Special Magistrate
City of St. Augustine

I HEREBY CERTIFY that on this day, personally appeared before me, an officer duly authorized to administer oaths and take acknowledgments, Becky Vase, who is personally known to me who is the person described in and who executed the foregoing instrument and acknowledged before me that she executed the same for the purposes therein expressed.

Witness my hand and official seal, this 3 day of September, A.D., 25.





Notary Public, State of Florida

You have 30 days in which to appeal this order to the Circuit Court of St. Johns County. The Special Magistrate, upon notification by the Code Enforcement Inspector that a previous order of the Board has not been complied with by the set time, may order the violator to pay a maximum fine of \$500 for each day the violation continues past the date set for compliance. A certified copy of an order imposing a fine may be recorded in the public records and thereafter shall constitute a lien against the land on which the violation exists, or upon any other real or personal property owned by the violator; and it may be enforced in the same manner as a court judgment by the Sheriffs of this state, including levy against the personal property, but shall not be deemed to be a court judgment except for the enforcement purposes. After three (3) months from filing of any such liens which remain unpaid, the Special Magistrate may authorize the local governing body attorney to foreclose on the lien.

BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a true and correct copy of the foregoing has been sent via U.S. Mail to

Kunsch Properties LLC, KUNSCH, RYAN, 7 NESMITH AVE, SAINT AUGUSTINE, FL 32084

9489 0090 0027 6675 2546 14

Kunsch Properties LLC, 222 W KING ST, SAINT AUGUSTINE, FL 32084

9489 0090 0027 6675 2546 21

Ancient City Ledgers, 251 San Marco Ave, St Augustine, FL 32084

9489 0090 0027 6675 2546 38

Kunsch Properties LLC, 115 ANASTASIA BLVD, ST AUGUSTINE, FL 32080

9489 0090 0027 6675 2546 45

on this 3 day of September, 25