



CITY OF

**STAUGUSTINE**<sup>TM</sup>  
---EST. 1565---

**CITY OF ST. AUGUSTINE SPECIAL MAGISTRATE CODE ENFORCEMENT  
WEDNESDAY, NOVEMBER 5, 2025 -9:00 AM  
ALCAZAR ROOM**

---

1. Swearing in of Staff
2. Approval of Minutes
  - a) Special Magistrate October 2025 Minutes
3. General Public Comments for Items Not on the Agenda
4. Modifications to the Agenda
5. New Violation Hearing
  - a) CE2024-0387  
Pantling, Jamie  
81 Coquina Ave  
Ch. 8 Sec. 8-608-  
Permits required.
  - b) CE2025-0223  
20/20 Commercial Holdings Washington LLC 142  
Washington St  
Ch. 28 Sec. 28-90-  
Administration records, and appeals. (a)
  - c) CE2025-0479  
Ortiz, Joseph A Et AL  
Bunch, John L  
Ortiz, Joseph V  
25 Sevilla St.  
Ch. 19 Sec. 19-3-  
Unlawful conditions.

d) CE2025-0483  
Kalil Land LLC  
95 Chapin St  
Ch. 25 Sec. 25-56-  
Tree removal and replacement.

6. Fine Assignment Hearing  
(None)

7. Fine Reduction Hearing  
(None)

8. Lien Hearing  
(None)

9. Compliance Hearing

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

10. Previously Heard Cases Update

a) CE2025-0456  
Pitts Barry Living Trust  
Pitts, John Paul  
17 Salt Run Ct  
Ch. 25 Sec. 25-56-  
Tree removal and  
replacement.

11. City Attorney Items

12. Other Business

13. Adjournment

14. Modifications to the Agenda

**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, October 1, 2025

The Special Magistrate met Wednesday, October 1, 2025, at 9:00 A.M. in the Alcazar Room at City Hall. The meeting was called to order by Stephanie Velo, and the following were present:

**1. Swearing in of Staff:**

Also Present: Stephanie Velos, Special Magistrate  
Isabelle Lope, City Attorney  
Richard Schauland, Building Official  
Barry Fox, Code Enforcement Manager  
Curtis Boles, Code Enforcement Inspector  
Morganne Lanni, Code Enforcement Inspector  
James Tomaselli, Code Enforcement Inspector  
Emily Howington, Recording Secretary

---

**2. MODIFICATION TO THE AGENDA**

Item 9c was moved to 6d under fine assignment.

**3. APPROVAL OF MINUTES**

The Special Magistrate tabled the approval of the September minutes.

**4. General Public Comments (3 minutes per individual)**

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

- None.

**5. NEW VIOLATION HEARING**

**5.A. CE2025-0456**  
**Pitts Barry Living Trust**  
**Pitts, John Paul**  
**17 Salt Run Ct**  
**Ch. 25 Sec. 25-56-**  
**Tree removal and replacement**

Barry Fox, Code Enforcement Manager, said the respondent was identified as listed

and he reviewed the violation as Ch. 25 Sec. 25-56-  
Tree removal and replacement. Mr. Fox 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.

Ms. Velo asked if the respondent was present; two respondents were present, contractor Keneth Odum and owner, Barry Pitt. Mr. Pitt stated the trees were removed in an attempt to clean up property before selling and was unaware of the tree removal requirements. Mr. Odum stated he was unaware cedar trees were protected, and since then he has trained his staff and learned the list of trees that are protected within the city.

Mr. Fox stated the respondent has worked well with the city and that there are other cases regarding cedar trees where the option of the tree mitigation fund was considered. Mr. Tomaselli stated 8 trees were removed. Mr. Fox stated the city would be comfortable with a \$300 fine per

tree, and that if not able to be replanted than payment into the tree fund and that Mr. Pitts was very cooperative with staff. Ms. Velos stated that she was comfortable with the city's suggestion of \$300 per tree with 8 trees and a total fine of \$2,400.

Mr. Odum stated he has sourced 16 trees, and he will plant as many as possible. Ms. Velos asked about permits for planting, Mr. Fox said planting does not require a permit.

Mr. Fox asked Isabelle Lopez if the respondent paid for 8 trees would it be appropriate to plant 8 and split the difference. Mrs. Lopez asked about planting season.

Ryan Carter, tree expert, stated planting season begins December 1<sup>st</sup> and runs through April 15<sup>th</sup>.

**ORDER**  
**Ms. Velo issued an Order Finding in Violation and allowed the respondent 90 days to pay the \$300 fine for 8 trees for a total fine of \$2,400 and plant the 16 trees or a fine of up to \$250 per day will be issued.**

## **6. FINE ASSIGNMENT HEARING**

**6.A. CE2024-0394**  
**Wolkoff William J Trust**  
**Wolkoff, William J**  
**186 Pelican Reef Dr**  
**Ch. 25 Sec. 25-56-**  
**Tree removal and replacements**

Barry Fox, Code Enforcement Manager, said the respondent was identified as listed and he reviewed the violation as Ch. 25 Sec. 25-56- Tree removal and replacements. He said relayed the history of the case and the previous orders.

Mr. Fox stated staff was bringing the case for fine assignment because to the owner is trying to sell the property. There were questions regarding tree replacement once property is developed. Mr. Fox stated the

fine may be \$300 per tree for the 17 trees for a total of \$5,100.

Ms. Velo asked if the respondent was present; James Whitehouse, the respondents attorney, was present.

The city discussed the fine at \$4,500. Velo asked if any additional relief is requested. There was none.

**ORDER**  
**Ms. Velo issued an Order imposing fine in the amount of \$4,500 and allowed the respondent 30 days to pay the fine.**

**6.B. CE2025-0232**  
**Beale, Jason**  
**10 Sanchez 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 Sec. 28-146- Registration. He said relayed the history of the case and the previous orders.

Mr. Fox stated the short-term rental was not registered and came before the magistrate on June 4<sup>th</sup>. The Special Magistrate set the fine to at \$50 per day.

On September 4<sup>th</sup> the property came into compliance. The total fine calculated is \$5,250.

**ORDER**  
**Ms. Velo issued an Order imposing fine in the amount of \$5,250 and allowed the respondent 30 days to pay the fine.**

**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. 19 Sec. 19-3-Unlawful conditions. He said relayed the history of the case and the previous orders.

On September 3<sup>rd</sup> the Special Magistrate issued an Order Imposing a Fine beginning September 2<sup>nd</sup> at \$250 per day until compliance met.

On September 9<sup>th</sup> the property came into compliance for a total fine of \$1,000. City asked the fine be waived and the case found in compliance.

Ms. Velo asked if the respondent was present; Teresa Anderson, property owner, stated the car was broken by neighbors while she was away.

**ORDER**  
**Ms. Velo issued an Order Closing the Case for Compliance, no fine issued.**

**6.D. CE2025-0386**  
**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. 28 Sec. 28-146- Registration. He said relayed the history of the case and the previous orders.

This case was moved from compliance hearing to a fine assignment hearing.

Mr. Fox stated the fine was set to \$250 per day, as of September 8<sup>th</sup> the property is in compliance, the fine total is \$7,500.

**ORDER**  
**Ms. Vose issued an Order Imposing a Fine in amount of \$7,500 allowing the respondent 30 days to pay the fine.**

**7. FINE REDUCTION HEARING**

(None)

**8. LIEN HEARING**

(None)

**9. COMPLIANCE HEARING**

**9.A. CE2021-0227**  
**Augustine Development Group LLC**  
**215 Anastasia Blvd**  
**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.

Mr. Fox stated a full bar was constructed without permits. On November 8<sup>th</sup> an Order Imposing a Fine was issued for 160 days with a total fine of \$40,000.

On March 14 an Order Imposing a Lien was issued for the \$40,000.

On August 29 the full lien was paid. On September 22, City Commission released the lien and the property is now in compliance.

**ORDER**  
**Ms. Vose issued an Order Closing Case for Compliance.**

**9.B. 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. 29 Sec. 29-27- Permits required for construction. He said relayed the history of the case and the previous orders.

Mr. Fox stated the way the previous order read, the case couldn't be closed until the

construction packet was signed off by public works.

Mr. Fox stated staff was asking for the case to be closed for compliance as of 4/11/24 when the engineering details were finalized.

Ms. Velo asked if the respondent was present; John Roberts, Trinity Parish, Junior Warden, briefly discussed with Barry Fox there were multiple cases on the property.

**ORDER**

**Ms. Vose issued an Order Closing Case for Compliance.**

**9.C. 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 Sec. 28-146- Registration. He said relayed the history of the case and the previous orders.

Respondent had trouble registering the property because the URL was not accepted by city's 3rd party vendor. City staff verified that the issue was with the 3rd party vendor and were currently in reregistration process and staff will have to ask vendor why it will not accept registration.

**ORDER**

**Ms. Vose issued an Order Closing Case for Compliance.**

**10. PREVIOUSLY HEARD CASES UPDATE**

**10.A. CE2024-0464**

**Hutchinson, Michael W**

**204 Pelican Reef**

**Ch. 25 Sec. 25-56-**

**Tree removal and replacement.**

Barry Fox, Code Enforcement Manager, said the respondent was identified as listed and he reviewed the violation as Ch. 25 Sec. 25-56- Tree removal and replacement. He said relayed the history of the case and the previous orders.

Mr. Fox stated that per a previous order the fine is already imposed as a lien, but the property still have to comply with development order. Attorney James Whitehouse was present on behalf of the property owner.

Mr. Fox stated these were property owners using the same contractor who was unaware of city regulations. Mr. Fox stated staff is amenable to the reduction of the lien to \$4,500.

Ms. Velos agreed to issue the recommendation of reduction of lien to City Commission.

**10.B. 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.

On March 5<sup>th</sup> the case was found in violation. When the respondent received the Order Imposing a Fine, they notified city staff that the demolition permit was issued on March 10<sup>th</sup>, 2025.

Marcus Thompson of Trinity Law and Title, spoke on behalf of the respondent and agree with disposition of city staff.

**ORDER**  
**Ms. Velo issued an Order Closing Case  
for Compliance.**

**11. ITEMS BY CITY ATTORNEY**

**12. OTHER BUSINESS**  
(None)

**13. ADJOURNMENT**

- There being no further business,  
the meeting was adjourned at 9:58  
A.M.

---

Stephanie Velo, Special Magistrate

+Transcribed by Emily Howington.

DRAFT

### 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 2214100000  
 Location 81 COQUINA AVE  
 Address SAINT AUGUSTINE 32080-0000  
 Neighborhood Davis Shores (ICWFR) (590.05)  
 Tax 3-101 DAVIS SHORES LOT 42 & N 8FT OF LOT 43 BLK 50 & RIP RGT & 8-71 LUWANNA SUB OF DAVIS SHORES S5FT OF LOT 6 & PT OF GL 1 LYING W/LY & ADJ OR 5120/1295(P/R) & 5120/1297  
 Description\* *\*The Description above is not to be used on legal documents.*  
 Property Use Single Family HX Demo Rebuilding per 193.155 (0199)  
 Code  
 Subdivision Davis Shores Ocean View Section  
 Sec/Twp/Rng 20-7-30  
 District City of St Augustine (District 452)  
 Millage Rate 18.72  
 Acres 0.270  
 Homestead Y

Skip to main content

[Click Here to Open Cyclomedia Viewer in a New Tab](#)



## St. Johns County, FL

### Owner Information

Owner Name [Pantling Jamie](#) 100%  
 Mailing Address 81 COQUINA AVE  
 SAINT AUGUSTINE, FL 32080-0000

### Exemption Information

Exemption Type	Status	Amount
Homestead Band		\$25,722
Homestead		\$25,000

## 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.

**CITY OF ST. AUGUSTINE  
MEMORANDUM**

**TO: Code Enforcement Special Magistrate**

**DATE: October 27, 2025**

**SUBJECT: Case Number: CE2024-0387**

**RESPONDENT: Jamie Pantling**

**LOCATION: 81 Coquina Ave Saint Augustine Fl 32080**

**Parcel Number 2214100000**

**VIOLATION: City Code, Chapter 8, Sec. 9-608 Permits Required**

---

**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 23 months, with prior experience obtained as a State Investigator with DBPR addressing Unlicensed Activity and Contractor Malfeasance for approximately four years. This case, number **CE202400387**, concerns the property located at **81 Coquina Ave** 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 is, **Jamie Pantling**, and it is reflected as such on the agenda for today's meeting.

On **May 14, 2024**, it was reported a shed had been relocated from one side of the property to the other. I conducted a search of the city database City works to determine if any permits or applications had been made for this action and determined the shed was unpermitted and no applications or approval requests have been filed; upon my findings, a Stop Work Order was initiated as the project was ongoing.

I issued an Official Notice of Violation to **Jamie Pantling**, on October 23, 2024. In the notice, I cited a violation of the Cit of Saint Augustine Code, **Chapter 8, Sec. 8-608- Permits Required** for failing to obtain permits and PZB approvals for the shed.

The Notice of Violation was sent on October 23, 2024 via Certified mail and was verified delivered to Respondent on November 23, 2024, according to the USPS Tracking Site. A copy of the Notice of Violation was also sent via email as Respondent's provided email address.

The Notice of Hearing was sent to Respondent on October 22, 2025, posted on the property and at the Clerks' Office on October 24, 2025 and sent to Respondent via provided email.

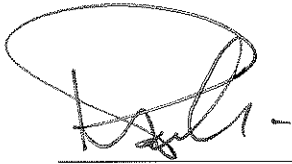
I have made contact with the Respondent and feel he understand the violation. It was explained in

the email how to address the city's concerns.

On May 14, 2024, I photographed the property. The photograph accurately shows what I saw on that date and has not been altered in any way.

Respondent has initiated the PZB and permitting process but has fell short of completing the process at this time.

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

A handwritten signature in black ink, appearing to read "James Tomaselli", is written over a horizontal line. The signature is stylized and somewhat cursive.

James Tomaselli  
Code Enforcement Officer





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

## CODE ENFORCEMENT DIVISION

**October 23, 2024**

IN THE MATTER OF: Name: JAMIE PANTLING  
Address: 81 COQUINE AVENUE  
SAINT AUGUSTINE, FL 32080  
Case #: CE2024-0387

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: Chapter 8, Sec. 8-608 – Permits Required**

SITE OF VIOLATION: 81 Coquina Avenue  
St Augustine FL 32084

LEGAL DESCRIPTION: 3-101 DAVIS SHORES LOT 42 & N 8FT OF LOT 43 BLK 50  
& RIP RGT & 8-71 LUWANNA SUB OF DAVIS SHORES  
S5FT OF LOT 6 & PT OF GL 1 LYING W'LY & ADJ  
OR5120/1295(P/R) & 5120/1297

PARCEL NUMBER: 2214100000

The City of St. Augustine conducted an inspection and/or review of City records regarding the subject property on May 14, 2024 which revealed the following violations:

**A SHED WAS CONSTRUCTED ON THE PROPERTY WITHOUT OBTAINING PZB APPROVALS OR OBTAINING THE PROPER BUILDING PERMITS.**

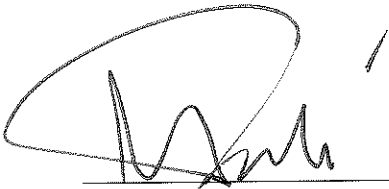
It is the Finding of the Code Enforcement Division of the Planning and Building Department of the City of St. Augustine that the Respondent shall comply with the above cited sections of the City Code of St. Augustine, Florida, within **TEN (10) days** of the receipt of this Notice, or a fine

Notice of Violation  
CE2024-0387

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

The above action may be corrected by obtaining the proper approvals, permits, and requesting a Final Inspection from the building department.

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

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 6577 5136 59**

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.



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**

October 22, 2025

IN THE MATTER OF: Owner(s): Jamie Pantling

Address: 81 COQUINA AVE, Saint Augustine, FL, 32080

Case #: CE2024-0387

**HEREBY KNOWN AS RESPONDENT(S)**

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

**Code Section: Chapter 8, Section 608, To Demolish a Building, or a Portion of a Building or Structure, Without Approval by Staff or HARB, and/or Without a Permit; Construct, Erect, Alter, Repair Any Building or Historic Structure or Site Feature Without First Obtaining a Building Permit and/or HARB/Staff Approval**

**SITE OF VIOLATION:** 81 Coquina Ave, Saint Augustine, FL, 32080

**LEGAL DESCRIPTION:** 3-101 DAVIS SHORES LOT 42 & N 8FT OF LOT 43 BLK 50 & RIP RGT & 8-71 LUWANNA SUB OF DAVIS SHORES S5FT OF LOT 6 & PT OF GL 1 LYING W'LY & ADJ OR5120/1295(P/R) & 5120/1297

**PARCEL NUMBER:** 2214100000

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet on, **WEDNESDAY NOVEMBER 5, 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:

**FAILURE TO OBTAIN PERMITS AND PERMISSIONS FOR SHED**

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, they 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 if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she 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 2535 94

cc: David Birchim, City Manager

9489 0090 0027 6675 2535 94

## AFFIDAVIT OF SERVICE

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

**JAMIE PANTLING**

**81 COQUINA AVENUE SAINT AUGUSTINE FLORIDA 32080**

Respondent (s)

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: **CE2024-0387**

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 **OCTOBER 29, 2025**,  
I received a copy of the attached Notice of Hearing for the hearing dated **NOVEMBER 5, 2025**.

**PRIMARY SERVICE:**

3. That on **OCTOBER 22, 2025**,  
I mailed said Notice by certified U. S. Mail to the respondent, at the above listed address.  
**9489 0090 0027 6675 2535 94**

4. That on \_\_\_\_\_  
I hand delivered said Notice to \_\_\_\_\_.

**SECONDARY SERVICE:**

5. That on, **OCTOBER 24, 2025**,  
I posted said Notice on the property located at  
**81 COQUINA AVENUE SAINT AUGUSTINE FLORIDA 32080**.

6. That on **OCTOBER 24, 2025**,

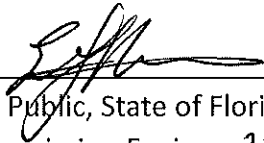
I posted said Notice at the City of St. Augustine Clerks Office located at 75 King St., St. Augustine, FL.



\_\_\_\_\_  
JAMES TOMASELLI  
Code Enforcement Inspector

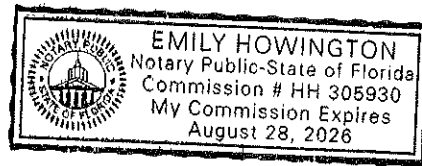
FURTHER, Affiant saith not.

SWORN TO AND SUBSCRIBED BEFORE ME THIS 29 DAY OF October, 2025.



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

My Commission Expires: 28 day of August, 2026.



Apply for Exemptions

Apply for Exemptions

# St. Johns County, FL

## 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	2113400000
Location Address	142 WASHINGTON ST SAINT AUGUSTINE 32084-0000
Neighborhood	Keith Subdivision (SF & MH) (623)
Tax Description*	2/30 KEITH SUBDIVISION OF BLOCKS D E F H LOT 9 & S1/3 OF LOT 10 BLK H OR6041/1545 <i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Single Family (0100)
Subdivision	Keith Subdivision, Plat of Block D,E,F,H
Sec/Twp/Rng	19-7-30
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	0.170
Homestead	N

[Click Here to Open Cyclomedia Viewer in a New Tab](#)



### Owner Information

Owner Name	20/20 Commercial Holdings Washington LLC 100%
Mailing Address	2380 DEERWOOD ACRES DR SAINT AUGUSTINE, FL 32084-0000

## Sec. 28-90. - Administration records, and appeals.

- (a) Any necessary building or demolition (full or partial) permit and/or certificate of occupancy shall not be issued unless the planning and building department reviews the application for compliance and/or the historic architectural review board approves an application as outlined under section 28-88. Such permit shall be subject to the terms of such approval as well as other necessary provisions of this Code.
- (b) Applications shall be submitted through the planning and building department and shall include, in duplicate if requested, all plans, elevations and other information necessary to determine the appropriateness of the features to be passed upon.
- (c) Prior to issuance or denial of a certificate of appropriateness, relocation, demolition, or partial demolition required by the board, the board shall take such action as may reasonably be required to inform the owners of any property likely to be materially affected by the application and shall give the applicant and such owners an opportunity to be heard. The board shall hold a public hearing concerning each application.
- (d) Every decision of the board and/or planning and building department in passing upon plans for structures or signs located or to be located in the district shall be in the form of a written order or permit as appropriate stating the finding of the board, its decisions and reasons therefor.
- (e) The board shall not disapprove any plans without giving its recommendations for changes necessary to be made before the plans will be reconsidered. Such recommendations may be general in scope, and compliance with them shall qualify the plans for reconsideration by the board.
- (f) An appeal may, within thirty (30) days thereafter, be taken by any aggrieved person to the city commission from the board's action in granting or denying an opinion or certificate of appropriateness, relocation or demolition or partial demolition. The appeal shall be as prescribed in section 28-29(g). Any appeal from the decision of the city commission shall be heard by the circuit court of the county, on writ of certiorari, as in the case of any other zoning decision from the city commission. All orders to approve certificates of demolition, except for partial demolition, shall become effective on the 31<sup>st</sup> day following the date of the rendered order, unless this waiting period is specifically granted a written waiver by the city commission or city manager. The owner-applicant of an order to approve a demolition certificate may request a hardship waiver to the city manager for emergency humanitarian reasons including the health and safety of the occupants of a structure in need of immediate emergency repairs, renovation or reconstruction. In the alternative, the owner-applicant of an order to approve a demolition certificate may request a waiver from the city commission if the delay in demolishing the structure would create an undue burden on the owner-applicant that would be greater than the public interest served in preserving the thirty-day waiting period. All decisions to grant or deny the waiver shall be

rendered in writing within five days of the decision, mailed by standard U.S. mail to the owner-applicant and posted on the city's website. The decision of the city manager or city commission shall serve as the final administrative appeal of the waiting period.

- (g) Any decision of the historic architectural review board certified by the planning director to be in conflict with a determination or decision of the planning and zoning board or of the nuisance, appeals and adjustment board; shall be reviewed by the city commission in the same manner as an appeal and the commission shall review the determination of the historic architectural review board, and the decision of the planning and zoning board or the nuisance, appeals and adjustment board as to which it is certified to be in conflict and shall determine whether the decision of the historic architectural review board should be affirmed, modified or reversed and the decision of the commission shall supersede the decision reviewed. All affected persons shall be notified of the hearing by the city commission in the same manner as that provided for appeals from decisions of the planning and zoning board. The hearing before the commission shall be de novo.

(Code 1964, § 33-191; Ord. No. 05-22, § 3, 8-8-05; Ord. No. 15-21, § 1, 8-10-15; Ord. No. 23-24, § 5, 8-28-23; Ord. No. 24-07, § 9, 4-8-24)

**CITY OF ST. AUGUSTINE  
MEMORANDUM**

**TO: Code Enforcement Special Magistrate**

**DATE: October 20, 2025**

**SUBJECT: Case Number: CE2025-0223**

**RESPONDENT: 20/20 Commercial Holdings Washington LLC**

**LOCATION: 142 Washington Street, Saint Augustine, FL 32084; Parcel**

**Number 2113400000**

**VIOLATION: City Code, Chapter 28, Section 90 (a) - Administration  
records, and appeals.**

---

**BACKGROUND INFORMATION:**

My name is Morganne Lanni, I am a Code Enforcement Officer for the City of St Augustine, in this capacity for approximately three years. This case, number CE2025-0223, concerns the property located at 142 Washington Street, 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 is 20/20 Commercial Holdings Washington LLC and it is reflected as such on the agenda for today's meeting.

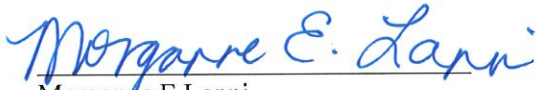
On January 28, 2025, I received information from Candice Seymour, a Historic Preservation Planner for the City of St. Augustine, that the original wooden windows from this property had been removed and replaced with new, vinyl windows without prior HARB approval. After communicating with the Building Official, Richard Schauland, it was determined a Stop Work Order would need to be posted until proper permitting and approvals were obtained. Through the investigation, we discovered the original wood windows had been destroyed and disposed of before the stop work order was posted. This case was originally brought before the Special Magistrate and heard in March of 2025; however, it was tabled by Mrs. Becky Vose at that time because the owner was already on the agenda for the next HARB meeting, hopefully to mitigate the issues during that meeting. The case was approved at the March 2025 HARB meeting, with several conditions. Including but not limited to: keep the remaining two 6/1 wood windows, replace the four 4/1 vinyl windows on the front façade with 6/1 windows with exterior muntins, and add exterior of remaining 4/1 windows on secondary elevations and additions. On September 9, 2025, I was in the vicinity of the property tending to other business when I noticed the property

was for sale. I contacted Mrs. Candice Seymour, our Historic Preservation Planner, and asked her to go by the property and confirm the HARB conditions had been met before the sale of the property. She responded the next day, September 10, 2025 and confirmed that the conditions had not been met, nor had the improvements been made to mitigate the original violations.

I issued an official Notice of Hearing on October 20, 2025. In the notice, I cited a violation of the City of Saint Augustine Code, Chapter 28, Section 90(a) for administration records, and appeals. The Notice of Hearing was delivered to the Respondent via certified mail.

I have not established contact with the Respondent. I feel the respondent does understand the violation. On September 10, 2025, staff photographed the property. The photographs accurately show what I saw on September 9, 2025 and have not been altered in any way.

This concludes my presentation pending any questions you may have.



Morganne E Lanni  
Code Enforcement Officer





Oct 21, 2025 at 1:51:44 PM  
CE INSP M.LANNI





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

**CODE ENFORCEMENT DIVISION**

January 29, 2025

IN THE MATTER OF: Owner(s): 20/20 Commercial Holdings Washington LLC  
 Agent(s): JACKSON, EDWARD S, SR  
 JACKSON, SARA B  
 Address: 142 WASHINGTON ST, Saint Augustine, FL, 32084  
 Case #: CE2025-0223

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: Chapter 28 - Sec. 28-90. - Administration records, and appeals. (a)**

**SITE OF VIOLATION:** 142 WASHINGTON ST, Saint Augustine, FL, 32084  
**LEGAL DESCRIPTION:** 2/30 KEITH SUBDIVISION OF BLOCKS D E F H LOT 9 & S1/3 OF  
 LOT 10 BLK H OR6041/1545  
**PARCEL NUMBER:** 2113400000

The City of St. Augustine conducted an inspection and/or review of City records regarding the subject property on January 28, 2025 which revealed the following violations:

**Original wood windows removed/destroyed without proper permits or the approval from the Historic Architectural Review Board.**

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, within **45 Days** of the receipt of this Notice, or a fine of **up to \$5,000.00** may be imposed by the Special Magistrate. The violation may be corrected via:

**Appear before the Code Enforcement Special Magistrate on March 5, 2025 at 9:00am, in the Alcazar Room at City Hall, 75 King Street, St. Augustine, FL 32084.**

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.

  
Morganne E Lanni

Code Enforcement Inspector

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

Certified Mail Number: 9489 0090 0027 6577 5108 18  
9489 0090 0027 6577 5108 25  
9489 0090 0027 6577 5108 32  
9489 0090 0027 6577 5108 49

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.



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**

October 20, 2025

IN THE MATTER OF:   Owner(s): 20/20 Commercial Holdings Washington LLC  
                          Agent(s): JACKSON, EDWARD S, SR  
  JACKSON, SARA B  
                          Address: 142 WASHINGTON ST, Saint Augustine, FL, 32084  
                          Case #:    CE2025-0223

**HEREBY KNOWN AS RESPONDENT(S)**

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

**Code Section: Chapter 28, Sec. 28-90. - Administration records, and appeals. (a)**

**SITE OF VIOLATION:**                   142 WASHINGTON ST, Saint Augustine, FL, 32084  
**LEGAL DESCRIPTION:**                2/30 KEITH SUBDIVISION OF BLOCKS D E F H LOT 9 & S1/3 OF  
  LOT 10 BLK H OR6041/1545  
**PARCEL NUMBER:**                    2113400000

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet on **WEDNESDAY, NOVEMBER 5, 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:

**Original wood windows removed/destroyed without proper permits or the approval from the Historic Architectural Review Board.**

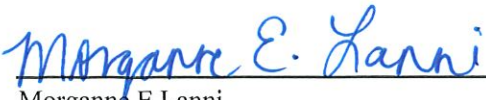
This is your "Official Notice" for you or your representative to appear before the Special Magistrate to respond to your violation. The Special Magistrate will conduct a hearing, in accordance with F.S. 162.07, concerning your case and, subsequently, they will issue findings of fact and may order corrective 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 reoccurs, 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 if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she 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."

Notice of Hearing

Case No. CE2025-0223

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

  
Morganne E Lanni  
Code Enforcement Inspector

City of St. Augustine  
Planning & Building Department  
P.O. Box 210  
St. Augustine, FL 32085-0210

Certified Mail Number: 9489 0090 0027 6675 2536 62  
9489 0090 0027 6675 2536 79, 9489 0090 0027 66675 2536 86, 9489 0090 0027 6675 2536 93

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

20/20 COMMERCIAL HOLDINGS WASHINGTON LLC  
142 WASHINGTON ST  
ST. AUGUSTINE, FL 32084

Respondent

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: CE2025-0223

I, Morganne E. Lanni, 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 October 20, 2025, I received a copy of the attached Notice of Hearing for the hearing dated November 5, 2025

**PRIMARY SERVICE:**

3. That on October 20, 2025, I Mailed said Notice by certified U. S. Mail to the respondent, at the above listed address.
4. That on October 21, 2025 Hand delivered said Notice to \_\_\_\_\_ at 142 Washington St, St. Augustine, FL 32084

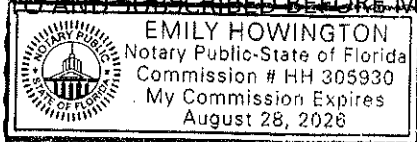
**SECONDARY SERVICE:**

5. That on October 21, 2025, I Posted said Notice on the property located at 142 Washington St., St. Augustine, FL 32084
6. That on \_\_\_\_\_, 2025, I Posted said Notice at the City of St. Augustine Clerks Office located at 75 King St., St. Augustine, FL.

FURTHER, Affiant saith not.

Morganne E. Lanni  
Code Enforcement Inspector

SWORN TO AND SUBSCRIBED BEFORE ME THIS 21 DAY OF



[Signature] October, 2025.

### 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 2056100000  
 Location Address 25 SEVILLA ST  
 SAINT AUGUSTINE 32084-0000  
 Neighborhood Model Land/City (MF) (610.33)  
 Tax Description\* 2-39 MODEL LAND CO SUB CITY LOT 23 BLK K OR133/152 & 443/137 & 4523/644(H/R)  
 \*The Description above is not to be used on legal documents.  
 Property Use Code Multi-Family (Less than 10 Units) (0800)  
 Subdivision Model Land Company Subdivision  
 Sec/Twp/Rng 18-7-30  
 District City of St Augustine (District 452)  
 Millage Rate 18.72  
 Acreage 0.230  
 Homestead Y

[Skip to main content](#)

[Click Here to Open Cyclomedia Viewer in a New Tab](#)



## St. Johns County, FL

### Owner Information

Owner Name Ortiz Joseph A Et AL 33.33%  
 Bunch John L 33.33%  
 Ortiz Joseph V 33.33%  
 Mailing Address 25 SEVILLA ST  
 SAINT AUGUSTINE, FL 32084-3550

### Exemption Information

Exemption Type	Status	Amount
Homestead		\$25,000
Homestead Band		\$25,722

## 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)

**CITY OF ST. AUGUSTINE  
MEMORANDUM**

**TO: Code Enforcement Special Magistrate**

**DATE: October 16, 2025**

**SUBJECT: Case Number: CE2025- 0479**

**RESPONDENT: Ortiz Joseph A  
Bunch John L  
Ortiz Joseph V**

**LOCATION: 25 Sevilla St, Saint Augustine, FL 32084;  
Parcel Number 2056100000**

**VIOLATION: City Code, Chapter 19, Section 3- Unlawful conditions.**

---

**BACKGROUND INFORMATION:**

My name is Morganne Lanni, I am a Code Enforcement Officer for the City of St Augustine, in this capacity for approximately three years. This case, number CE2025-0479, concerns the property located at 25 Sevilla Street, 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 owners are Joseph A Ortiz, John L Bunch, and Joseph V Ortiz, and it is reflected as such on the agenda for today's meeting.

On September 18, 2025, I received a complaint in the form of an email from a Mr. Steve Wood and a Mrs. Karen Wood. The email stated the neighboring property, located at 25 Sevilla Street was accumulating junk and debris and there were two inoperable vehicles being stored in the backyard, one of which was up on blocks. I recalled immediately that I had worked on a previous case of the same nature on the same property sometime last year and before I responded to the property, I completed a records search through the City's database, CityWorks. My search came up with not only my previous case from 2024, but three other cases of the same violation from 2022 and 2023, respectively. I responded to the property and observed the two vehicles, one on blocks and the other backed into the far property line behind the house and shed. Lawn equipment, some appearing to be inoperable and some operable, was littered throughout the property. I observed other debris such as chairs, tarps, trash bags, etc throughout the property. Because this is a reoccurring violation, I issued an Official Notice of Violation and Notice of Hearing on October 2, 2025, giving the Respondent ten (10) days to clean up the junk/debris from the property and have the vehicles removed. The Notices were delivered to the Respondent via certified mail, as well as hand-delivered to Mr. Ortiz on October 3, 2025. In the notices, I cited a violation of the City of Saint Augustine Code, Chapter 19, Section 3, for unlawful conditions. As a courtesy, I also emailed these notices to Mr. Joseph Ortiz and Mr. John Bunch as I am aware they live out of state and never received a response.

I photographed the property on September 25, 2025 and again on October 2, 2025. These photos accurately depict what I observed during my inspections, and they have not been altered in any way.

I have established contact with the Respondent, and I do believe the Respondent understands the violation.

This concludes my presentation pending any questions you may have.

  
Morganne E Lanni  
Code Enforcement Officer

Sep 25, 2025 at 2:00:09 PM  
CE INSP M.LANNI



Sep 25, 2025 at 1:44:34 PM  
CE INSP M.LANNI



Sep 25, 2025 at 2:21:49 PM  
CE INSP M.LANNI







Morganne E Lanni  
Code Enforcement Inspector

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

Certified Mail Number: 9489 0090 0027 6577 5020 97  
9489 0090 0027 6577 5021 03  
9489 0090 0027 6577 5021 10

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.



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**

October 02, 2025

IN THE MATTER OF:   Owner(s):   Ortiz Joseph A  
   Bunch John L  
   Ortiz Joseph V  
                                   Agent(s):   N/A  
                                   Address:   25 SEVILLA ST, Saint Augustine, FL, 32084  
                                   Case #:     CE2025-0479

**HEREBY KNOWN AS RESPONDENT(S)**

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

**Code Section: Chapter 19, Section 3, Unlawful conditions.**

**SITE OF VIOLATION:**                   25 SEVILLA ST, Saint Augustine, FL, 32084  
**LEGAL DESCRIPTION:**                2-39 MODEL LAND CO SUB CITY LOT 23 BLK K OR133/152 &  
   443/137 & 4523/644(H/R)  
**PARCEL NUMBER:**                     2056100000

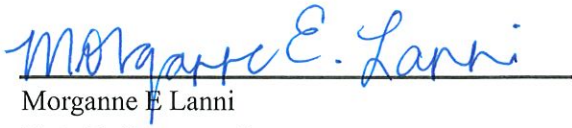
The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet on **Wednesday, November 5, 2025**, at **9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street, and you have been placed on the agenda for the meeting in the matter of the following violations:

**Junk/debris littered throughout the property to include but not limited to unregistered/inoperable vehicles.**

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, they 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 reoccurs, 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 if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she 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.



Morganne E. Lanni

Morganne E Lanni  
Code Enforcement Inspector

City of St. Augustine  
Planning & Building Department  
P.O. Box 210  
St. Augustine, FL 32085-0210

Certified Mail Number: 9489 0090 0027 6577 5020 97  
9489 0090 0027 6577 5021 03  
9489 0090 0027 6577 5021 10

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

ORTIZ, JOSEPH A; BUNCH, JOHN L; ORTIZ, JOSEPH V  
25 SEVILLA ST  
ST. AUGUSTINE, FL 32084

Respondent

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: CE2025-0479

I, Morganne E. Lanni, 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 October 2, 2025, I received a copy of the attached Notice of Hearing for the hearing dated November 5, 2025

**PRIMARY SERVICE:**

- 3. That on October 2, 2025, I Mailed said Notice by certified U. S. Mail to the respondent, at the above listed address.
- 4. That on October 3, 2025, I Hand delivered said Notice to Joseph Ortiz at 25 SEVILLA STREET.

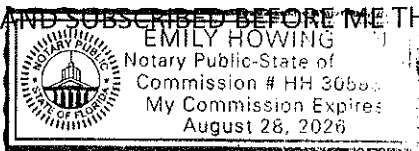
**SECONDARY SERVICE:**

- 5. That on \_\_\_\_\_, 20\_\_\_\_, I Posted said Notice on the property located at \_\_\_\_\_.
- 6. That on \_\_\_\_\_, 20\_\_\_\_, I Posted said Notice at the City of St. Augustine Clerks Office located at 75 King St., St. Augustine, FL.

FURTHER, Affiant saith not.

Morganne E. Lanni  
Code Enforcement Inspector

SWORN TO AND SUBSCRIBED BEFORE ME THIS 21 DAY OF



[Signature]

October, 2025.

### 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	1047700000
Location Address	95 CHAPIN ST SAINT AUGUSTINE 32084-0000
Neighborhood	Greeno Tract (474)
Tax Description*	(7) GREENO TRACT E50 OF N150FT OF LOT 4 BLK 14 OR6106/257 <i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Single Family (0100)
Subdivision	Greeno Tract - A Resubdivision of Ravens
Sec/Twp/Rng	41-7-29
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	0.120
Homestead	N

[Click Here to Open Cyclomedia Viewer in a New Tab](#)



[Skip to main content](#)

## St. Johns County, FL

### Owner Information

Owner Name	<a href="#">Kalil Land LLC</a> 100%
Mailing Address	3818 INWOOD LANDING CT ORLANDO, FL 32812-0000

## 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  
MEMORANDUM**

**TO: Code Enforcement Special Magistrate**

**DATE: October 27, 2025**

**SUBJECT: Case Number: CE2025-0483**

**RESPONDENT: Kalil Land LLC  
Timothy Kalil**

**LOCATION: 95 Chapin Street Saint Augustine Fl 32084  
  
Parcel Number 1047700000**

**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 23 months, with prior experience obtained as a State Investigator with DBPR addressing Unlicensed Activity and Contractor Malfeasance for approximately four years. This case, number **CE2025-0483**, concerns the property located at 95 Chapin Street 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 owners are, **Kalil Land LLC and Timothy Kalil**, and it is reflected as such on the agenda for today's meeting.

On **October 10, 2025**, Inspector observed land clearing on the corner of Spring Street and Chapin Street, which included two (2) Dahoon Hollies and three (3) oak trees. I conducted a search of the city database City works to determine if any permits or applications had been made for this action and determined no applications or approval requests have been filed; upon my findings, a Notice of Violation and Notice of Hearing were initiated as the act was considered being irreplaceable/Irreputable harm.

I issued an Official Notice of Violation and Notice of Hearing to **Kalil Land LLC and Timothy Kalil**, on October 10, 2025. In the notice, I cited a violation of the Cit of Saint Augustine Code, **Chapter 25, Sec. 25-56- Tree Removal and Replacement** for failing to obtain permits and approvals.

The Notice of Violation and Notice of Hearing were sent on October 17, 2025, via Certified mail and was verified returned, according to the USPS Tracking Site. A copy of the Notice of Violation and Notice of Hearing were sent and received by Travis Moore of TM Construction and Roofing t via email via provided email address.

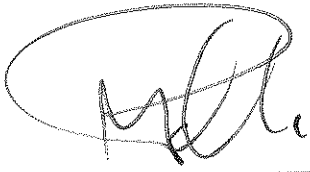
The Notice of Hearing was sent to Respondent on October 10, 2025, posted on the property and at

the Clerks' Office on October 24, 2025.

I have made contact with the Respondent's Representative Travis Moore-Contractor and feel he understands the violation and an appearance is required.

On August 21, 2025, September 25, 2025, and October 24, 2025, I photographed the property. The photograph accurately shows what I saw on those dates and has not been altered in any way.

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. The signature is stylized and cursive.

James Tomaselli  
Code Enforcement Officer







Sep 25, 2025 at 1:08:44 PM  
St. Augustine, FL 32084

SPEED  
LIMIT  
20





Oct 24, 2025 at 2:55:51 PM  
St. Augustine, FL 32084



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

**CODE ENFORCEMENT DIVISION**

October 10, 2025

IN THE MATTER OF: Owner(s): Kalil Land LLC  
Agent(s): TIMOTHY KALIL  
Address: 95 CHAPIN ST, Saint Augustine, FL, 32084  
Case #: CE2025-0483

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: Chapter 25, Section 56 - Tree removal and replacement.**

**SITE OF VIOLATION:** 95 CHAPIN ST, Saint Augustine, FL, 32084  
**LEGAL DESCRIPTION:** (7) GREENO TRACT E50 OF N150FT OF LOT 4 BLK 14 OR6106/257  
**PARCEL NUMBER:** 1047700000

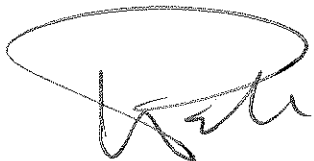
The City of St. Augustine conducted an inspection and/or review of City records regarding the subject property on October 07, 2025 which revealed the following violations:

**Respondent has removed 2 Dahoon Hollys and 3 oaks**

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, within **30 Days** of the receipt of this Notice, or a fine of **Up to \$5000.00 per Tree** may be imposed by the Special Magistrate. The violation may be corrected via:

**Appear before the Code Enforcement Special 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.



James Tomaselli  
Code Enforcement Inspector

CITY OF ST. AUGUSTINE  
Planning and Building Department  
P.O. Box 210  
St. Augustine, FL 32085-0210  
904 669 0665

Certified Mail Number: 9489 0090 0027 6675 2540 41, 9489 0090 0027 6675 2540 58

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.

9489 0090 0027 6675 2540 41

9489 0090 0027 6675 2540 58



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**

October 10, 2025

IN THE MATTER OF: Owner(s): Kalil Land LLC  
Agent(s): TIMOTHY KALIL  
Address: 95 CHAPIN ST, Saint Augustine, FL, 32084  
Case #: CE2025-0483

**HEREBY KNOWN AS RESPONDENT(S)**

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

**Code Section: Chapter 25, Section 56, Tree removal and replacement.**

**SITE OF VIOLATION:** 95 CHAPIN ST, Saint Augustine, FL, 32084  
**LEGAL DESCRIPTION:** (7) GREENO TRACT E50 OF N150FT OF LOT 4 BLK 14 OR6106/257  
**PARCEL NUMBER:** 1047700000

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet on, **WEDNESDAY NOVEMBER 5, 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:

**Respondent has removed 2 Dahoon Hollys and 3 oaks**

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, they 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 reoccurs, 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 if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she 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: Certified 9489 0090 0027 6675 2540 4, 9489 0090 0027 6675 2540 58

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

**KALIL LAND LLC  
TIMOTHY KALIL**

**3818 INWOOD LANDING CT ORLANDO FLORIDA 32812**

Respondent (s)

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: **CE2025-0483**

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 **OCTOBER 29, 2025**,  
I received a copy of the attached Notice of Hearing for the hearing dated **NOVEMBER 5, 2025**.

### PRIMARY SERVICE:

3. That on **OCTOBER 10, 2025**,  
I mailed said Notice by certified U. S. Mail to the respondent, at the above listed address.  
**9489 0090 0027 6675 2540 4, 9489 0090 0027 6675 2540 58 AND TO CONTRACTOR  
TRAVIS MOORE AT tmconstructionroofing@gmail.com**

4. That on \_\_\_\_\_  
I hand delivered said Notice to \_\_\_\_\_.

### SECONDARY SERVICE:

5. That on, **OCTOBER 24, 2025**,  
I posted said Notice on the property located at  
**95 CHAPIN STREET SAINT AUGUSTINE FLORIDA 32084.**

6. That on **OCTOBER 24, 2025,**

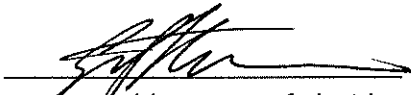
I posted said Notice at the City of St. Augustine Clerks Office located at 75 King St., St. Augustine, FL.



JAMES TOMASELLI  
Code Enforcement Inspector

FURTHER, Affiant saith not.

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



Notary Public, State of Florida

My Commission Expires: 28 day of August, 2026



### 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

[Click Here to Open Cyclomedia Viewer in a New Tab](#)



### Owner Information

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

[Skip to main content](#)

## St. Johns County, FL

Sec. 8-457. - Unlawful continuance.

Any person who shall continue any work after having been served with a notice of violation or a stop work order, except such work as that person is directed to perform to remove or remedy a violation or unsafe condition, shall be subject to penalties as prescribed by law.

(Ord. No. 17-08, § 3, 5-22-17)

PAYMENT SUMMARY RECEIPT

CITY OF ST. AUGUSTINE - LIVE  
75 King Street

DATE: 09/30/25 CUSTOMER#:  
TIME: 12:08:06  
CLERK: 1596pcou

RECPT#: 3241101 PREV BAL: 250.00  
TP/YR: P/2025 AMT PAID: 250.00  
BILL: 3241101 ADJSTMNT: .00  
EFF DT: 09/30/25 BAL DUE: .00

Misc Cash Receipts

-----TOTALS-----

PRINCIPAL PAID: 250.00  
INTEREST PAID: .00  
ADJUSTMENTS: .00  
DISC TAKEN: .00

AMT TENDERED: 250.00  
AMT APPLIED: 250.00  
CHANGE: .00

PAID BY: CE2024-0448 222 w ki  
PAYMENT METH: CHECK  
PAYMENT REF: 1017

TOT PREV BAL DUE: 250.00  
TOT BAL DUE NOW : .00  
VA

**AFFIDAVIT OF COMPLIANCE**

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


**Ancient City Ledgers  
Kunsch Properties LLC  
Ryan Kunsch**

Respondent(s)

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: **CE2025-0448**

I, **James Tomaselli** have personally examined the property described in the Code Enforcement Order dated **September 30, 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 17 Sec. 72 \_as\_ of **September 30, 2025**.

FURTHER, Affiant saith not.

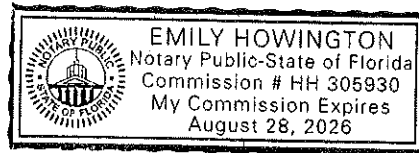


\_\_\_\_\_  
James Tomaselli  
Code Enforcement Inspector

SWORN TO AND SUBSCRIBED BEFORE ME THIS 29 DAY OF October, 2025.

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

My Commission Expires: 28 day of August, 2026.





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 FOR COMPLIANCE**

October 21, 2025

IN THE MATTER OF: Owner(s): Kunsch Properties LLC

Address: 222 W KING ST, Saint Augustine, FL, 32084

Case #: CE2025-0448

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

**Code Section: Chapter 8, Section 457, Unlawful Continuance**

**SITE OF VIOLATION:** 222 W KING ST, Saint Augustine, FL, 32084

**LEGAL DESCRIPTION:** DANCY TRACT RESUB BLK 1 LOT 1 BLK 2 OR5730/122

**PARCEL NUMBER:** 1113300000

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet for a **Compliance Hearing** regarding your case on **Wednesday, November 5, 2025, at 9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street.

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, they 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 reoccurs, 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 if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she 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.

  
\_\_\_\_\_  
Barry Fox  
Code Enforcement Manager

City of St. Augustine  
Planning & Building Department  
P.O. Box 210  
St. Augustine, FL 32085-0210

Certified Mail Number: 9489 0090 0027 6675 2536 24, 9489 0090 0027 6675 2536 31,  
9489 0090 0027 6675 2536 48, 9489 0090 0027 6675 2536 55

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.



BEFORE THE  
SPECIAL MAGISTRATE  
ST. AUGUSTINE, FLORIDA

**ORDER FINDING VIOLATION**

CASE NUMBER: CE2025-0448

IN THE MATTER OF:

Kunsch Properties LLC

**222 W KING 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 8, Section 8-457-Unlawful Continuance**

VIOLATION SITE: **222 W KING ST, Saint Augustine, FL, 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 August 19, 2025:

**NOV and NOH sent certified for unlawful continuance**

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

**City Code, Chapter 8, Section 8-457 Unlawful Continuance**

4. On August 21, 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 21, 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 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 \_\_\_\_\_ 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 1 days, found to be compliant at this time, and the fine is set at \$ 250.00

**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 \$\_\_\_\_\_

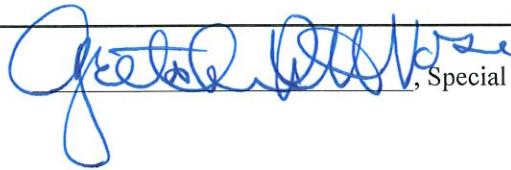
7. RESPONDENT IS HEREBY FURTHER NOTIFIED TO REAPPEAR before the Special Magistrate for a compliance hearing on Nov. 5, 2025 at 9:00 A.M. in the Alcazar Room in City Hall. Your presence will not be necessary if this matter has been satisfactorily resolved and the code inspector has been duly notified 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.**

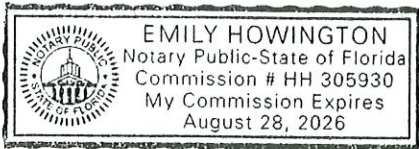
DONE AND ORDERED THIS 3RD OF SEPTEMBER, 2025. In open session at the Alcazar Room, 75 King Street, St. Augustine, Florida.

---

 , Special Magistrate

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.

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

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 52

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


9489 0090 0027 6675 2546 69

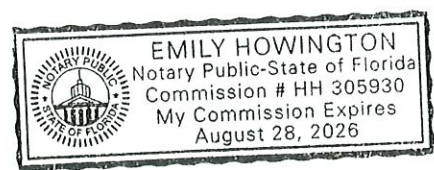
\_\_\_\_\_  
\_\_\_\_\_  
Ancient City Ledgers, 251 San Marco Ave, St Augustine, FL 32084

9489 0090 0027 6675 2546 76

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

9489 0090 0027 6675 2546 83

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	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 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)
Description*	<i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Multi-Family (Less than 10 Units) (0800)
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

[Click Here to Open Cyclomedia Viewer in a New Tab](#)



## 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)

PAYMENT SUMMARY RECEIPT

CITY OF ST. AUGUSTINE - LIVE  
75 King Street

DATE: 10/13/25 CUSTOMER#:  
TIME: 14:51:31  
CLERK: 1596pcou

RECPT#: 3249132 PREV BAL: 2400.00  
TP/YR: P/2026 AMT PAID: 2400.00  
BILL: 3249132 ADJSTMNT: .00  
EFF DT: 10/13/25 BAL DUE: .00

Misc Cash Receipts

-----TOTALS-----

PRINCIPAL PAID: 2400.00  
INTEREST PAID: .00  
ADJUSTMENTS: .00  
DISC TAKEN: .00

AMT TENDERED: 2400.00  
AMT APPLIED: 2400.00  
CHANGE: .00

PAID BY: 17 Salt Run ce2025-0456  
PAYMENT METH: CHECK  
PAYMENT REF: 1093

TOT PREV BAL DUE: 2400.00  
TOT BAL DUE NOW : .00  
VA



BEFORE THE  
SPECIAL MAGISTRATE  
ST. AUGUSTINE, FLORIDA

**ORDER FINDING VIOLATION**

CASE NUMBER: CE2025-0456

IN THE MATTER OF:

Pitts Barry Living Trust  
Pitts, John Paul  
**17 SALT RUN CT, 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 56, Tree removal and replacement.**

VIOLATION SITE: **17 SALT RUN CT, 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 &  
6155/1815(D/C) & 6155/1807(L/A) & 6155/1804(P/R)**

PARCEL NUMBER: **1578500000**

THE SPECIAL MAGISTRATE HEARD TESTIMONY AND EXAMINED EVIDENCE AT A HEARING HELD ON **OCTOBER 1, 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 **October 1, 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 September 03, 2025:

**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 required permits or permissions.**

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

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

4. On September 11, 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 September 11, 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 October 1, 2025.

6. On October 1, 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: 300 per tree, 8 trees (\$2400) fines  
16 new cedars replanted / donated by Respondent

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

- a.  You have 90 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 \$\_\_\_\_\_ *yes see above*

7. RESPONDENT IS HEREBY FURTHER NOTIFIED TO REAPPEAR before the Special Magistrate for a compliance hearing on Jan. 7, 2026 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 1ST DAY OF OCTOBER, 2025. In open session at the Alcazar Room, 75 King Street, St. Augustine, Florida.



Stephanie Velez, 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 Velos, 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 1 day of October, 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.

