



CITY OF ST. AUGUSTINE CITY COMMISSION
City Commission Meeting
MONDAY, FEBRUARY 9, 2026 - 5:00 PM
ALCAZAR ROOM

1. CALL TO ORDER

- ◆ Roll Call
- ◆ Moment of Silence and Pledge of Allegiance

2. ADMINISTRATIVE ITEMS

- ◆ Modification and Approval of REGULAR AGENDA

3. SPECIAL PRESENTATIONS, RECOGNITIONS AND PROCLAMATIONS

- 3.A.** Black History Month Poetry Reading, Dr. Ann Browning Masters, City of St. Augustine Poet Laureate (*M. Wissel, Communications Director*)

4. PUBLIC COMMENTS FOR GENERAL PUBLIC COMMENTS OR FOR AGENDA ITEMS NOT REQUIRING A SEPARATE PUBLIC HEARING

- ◆ 3 minutes per individual

5. CONSENT AGENDA

6. APPEALS

7. GENERAL PUBLIC PRESENTATIONS, ITEMS OF GREAT PUBLIC IMPORTANCE, AND OTHER ITEMS REQUIRING PUBLIC HEARINGS

(PRESENTATIONS (MAXIMUM OF **10** MINUTES PER PRESENTATION)). PRESENTATIONS FOR COMMISSION MEETINGS MUST BE PRESENTED TO THE CITY MANAGER FOR APPROVAL NO LATER THAN TEN (10) WORKING DAYS PRIOR TO THE NEXT CITY COMMISSION MEETING. A PRESENTATION SUPPORT SERVICES REQUEST (AVAILABLE ON THE CITY'S WEBSITE) MUST ACCOMPANY ALL PRESENTATIONS.

7.A. General Public Presentations

7.B. Items of Great Public Importance

7.C. Other Items Requiring Public Hearing

8. ORDINANCES AND RESOLUTIONS - PUBLIC HEARING REQUIRED

8.A. Ordinances - Second Reading

- 8.A.1. Ordinance 2026-03:** Amending the Future Land Use Designation of Approximately 4.55 acres at Beacon Street and East Park Avenue East of Billings Street (*A. Skinner, Planning and Building Director*)
- 8.A.2. Ordinance 2026-04:** Amending the Zoning Designation of Approximately 4.55 acres at Beacon Street and East Park Avenue east of Billings Street (*A. Skinner, Planning and Building Director*)
- 8.A.3. Ordinance 2026-05:** Amending the Future Land Use Designation of Approximately 2.12 acres at Fishers Island between the Matanzas River and State Road 312, commonly known as Fish Island Inholding (*A. Skinner, Planning and Building Director*)
- 8.A.4. Ordinance 2026-06:** Amending the Zoning Designation of Approximately 2.12 acres at Fishers Island between the Matanzas River and State Road 312, commonly known as Fish Island Inholding (*A. Skinner, Planning and Building Director*)
- 8.A.5. Ordinance 2026-07:** Amending the Zoning Designation of Approximately 54.67 acres at Fishers Island between the Matanzas River and State Road 312, commonly known as Fish Island Preserve (*A. Skinner, Planning and Building Director*)

8.B. Ordinances - First Reading (only if required by law)

8.C. Resolutions - Public Hearing (only if required by law)

9. ORDINANCES AND RESOLUTIONS – NO PUBLIC HEARING REQUIRED

9.A. Ordinances - First Reading

9.B. Resolutions

10. STAFF REPORTS AND PRESENTATIONS

- 10.A.** 2025–2026 Nights of Lights Season Review (*D. Birchim, City Manager*)

11. ITEMS BY CITY ATTORNEY

12. ITEMS BY CITY CLERK

- 12.A.** Reminder: Open Positions on Boards and Committees (*D. Galambos, City Clerk*)

13. ITEMS BY CITY MANAGER

14. ITEMS BY MAYOR AND COMMISSIONERS

15. ADJOURN

NOTICES: In accordance with Florida Statute 286.0105: “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.” ***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 (TDB) or 1-800-955-8770 (V) via Florida Relay Services. 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 markets.

CONSENT AGENDA -

- CA.1** Preview of upcoming Commission meetings.
- CA.2** **THE FOLLOWING ORDINANCES ARE TENTATIVELY SCHEDULED FOR SECOND READING ON DATE: NONE**
- CA.3** **Reminder of Upcoming Meetings:**
- February 23, 2026, 3:30PM, Special City Commission Meeting: Property Tax Reform Discussion
 - February 23, 2026, 5:00PM, Regular City Commission Meeting
 - March 9, 2026, 5:00PM, Regular City Commission Meeting
 - March 23, 2026, 5:00PM, Regular City Commission Meeting
- CA.4** **APPROVAL OF MINUTES FROM PRIOR COMMISSION MEETINGS: NONE**
- CA.5** **RELEASES OF LIEN FOR UNIT CONNECTION FEE MORTGAGE(S): NONE.**
- CA.6** **PROPOSED PROCLAMATIONS, CERTIFICATES OF APPRECIATION/RECOGNITION. (COMMISSION APPROVAL REQUIRED). (TO BE READ AT A SUBSEQUENT MEETING). NONE.**
- CA.7** **NOTIFICATION OF PROCLAMATIONS/CERTIFICATES OF RECOGNITION ISSUED: NONE.**
- CA.8** City Commission Approval to Use the City Seal for Irish Exhibit at the Visitor Information Center and Community Table Event With Flagler College (*M. Wissel, Communications Director*)
- CA.9** Selection of Jen Lomberg for the Red Cedar Award for Environmental Impact (*B. Blonder, Vice Mayor*)
- CA.10** Satisfaction and Release of Lien: 204 Pelican Reef Drive (*I. Lopez, City Attorney*)
- CA.11** Satisfaction and Release of Lien: 186 Pelican Reef Drive (*I. Lopez, City Attorney*)
- CA.12** Eminent Domain: Lake Maria Sanchez — Invoice for Professional Services (*I. Lopez, City Attorney*)
- CA.13** Quarterly Report: 1st Quarter FY 2025-2026 (*I. Lopez, City Attorney*)
- END CONSENT AGENDA*

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: David Birchim, AICP
City Manager

DATE: January 28, 2026

RE: **Ordinance 2026-03 – Amending the Future Land Use Designation of Approximately 4.55 acres at Beacon Street and East Park Avenue east of Billings Street – Second Reading and Public Hearing**

The property at Beacon Street and East Park Avenue east of Billings Street is approximately 4.55 acres. The property was recently purchased by the city as part of its Conservation Program. It is vacant property with approximately 0.75 acres of upland area and approximately 3.80 acres of property waterward and adjacent to the Tolomato marshlands and riverine environment. The surrounding area is generally low-density residential development.

This property is now owned by the City of St. Augustine and will be incorporated into the city's conservation lands program including the development of a management plan.

The city's Future Land Use Map (FLUM) identifies Residential Low Density as the current land use category for the property. The request is to change the existing land use on the upland portion to the city's Recreation and Open Space land use category and to change the existing land use on the waterward portion to the city's Open Land (Conservation) land use category.

The Open Land (Conservation) land use category was created and defined as part of the city's update to the Comprehensive Plan in 2020, however no properties were actually assigned this category until these recent conservation land purchases by the city. This "conservation" category is different than the city's preexisting Open Land (Very Low Density) category. Included attached for your information are the Open Land Comprehensive Plan land use category definitions.

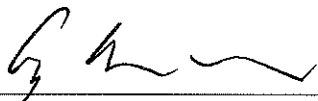
A companion application to rezone the property to Government Use (GU) for the uplands and Open Land (OL) for the waterward area which are consistent with the proposed land use categories has also been submitted.

On September 2, 2025, the Planning and Zoning Board (PZB) made a positive recommendation to amend the future land use of these properties as noted above. The City Commission reviewed and passed this ordinance on First Reading at their January 26, 2026, meeting.

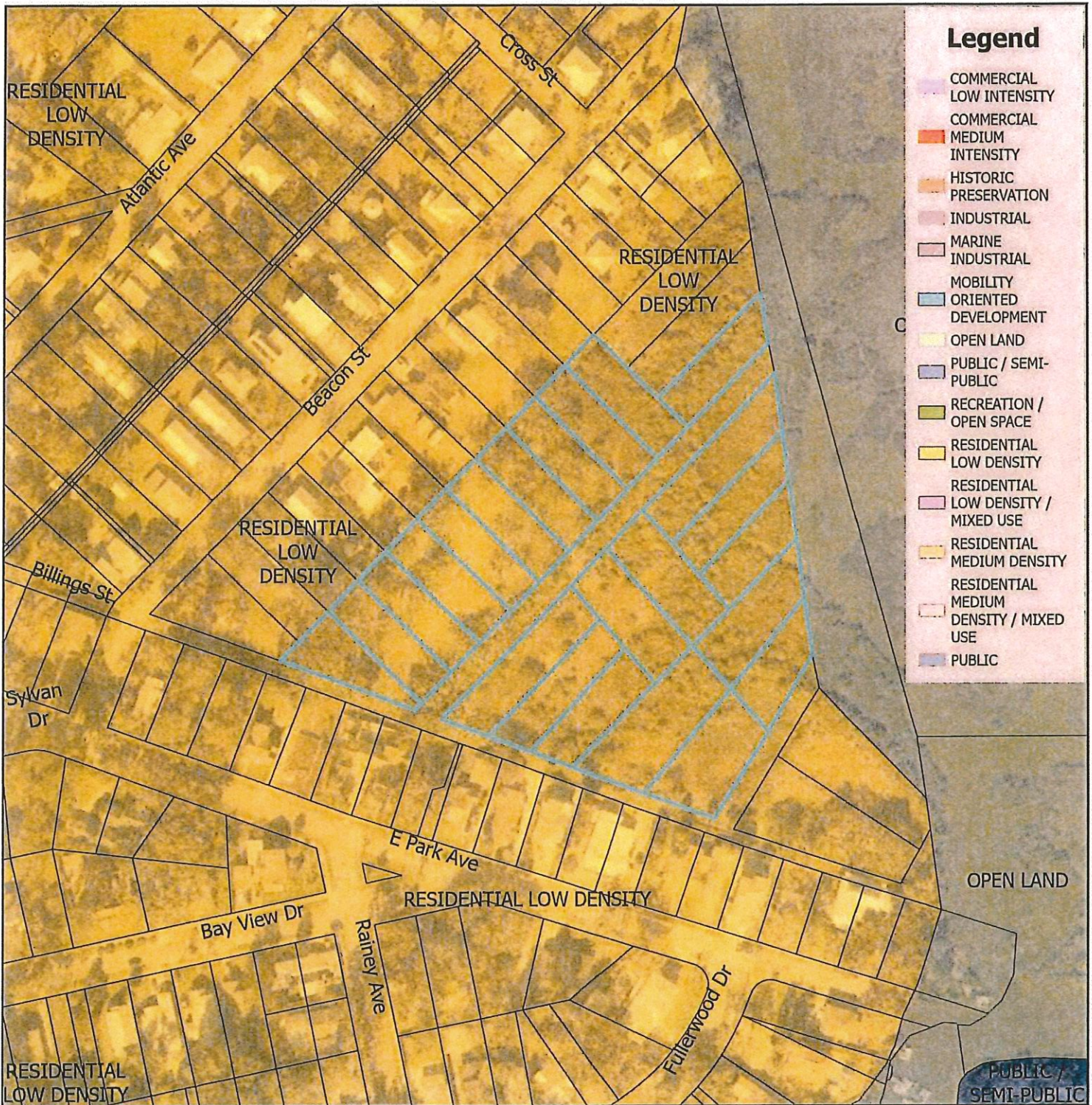
Attached you will find the Ordinance, a map illustrating the existing future land use, and the packet of information regarding this application and the compatible rezoning provided to the PZB.

Please place Ordinance 2026-03 on the City Commission February 9, 2026, agenda for second reading and public hearing. Also attached is the required Business Impact Statement for the ordinance.

If you have any questions, please let me know.



Amy McClure Skinner, AICP
Director
Planning and Building Department



Legend

- COMMERCIAL LOW INTENSITY
- COMMERCIAL MEDIUM INTENSITY
- HISTORIC PRESERVATION
- INDUSTRIAL
- MARINE INDUSTRIAL
- MOBILITY
- ORIENTED DEVELOPMENT
- OPEN LAND
- PUBLIC / SEMI-PUBLIC
- RECREATION / OPEN SPACE
- RESIDENTIAL LOW DENSITY
- RESIDENTIAL LOW DENSITY / MIXED USE
- RESIDENTIAL MEDIUM DENSITY
- RESIDENTIAL MEDIUM DENSITY / MIXED USE
- PUBLIC



Future Land Use Map

2025

City of St. Augustine
Planning, Zoning, & Building Department
P.O. Box 210, St. Augustine, FL 32085
Phone: (904) 825-1065

DISCLAIMER
This map is for reference only. Data provided are derived from multiple sources with varying levels of accuracy. The City of St. Augustine disclaims all responsibility for the accuracy or completeness of the data shown hereon.



0 0.17 0.35 Miles
0 1,250 2,500 Feet

Coordinate System: NAD 1983 StatePlane Florida East FIPS 0901 Feet

Comprehensive Plan - Future Land Use Element

Open Land Category Definitions

FLUE Objective 6.7

Open Land Categories: The open land category is established for very low density development adjacent to more environmentally sensitive land. It is also established for the long-term protection and preservation of lands that contain valuable and threatened natural resources, such as wetlands, environmentally sensitive lands, floodplains, protected or unique ecological communities, and areas for recreational uses.

FLUE Policy 6.7.1

Open Land (Very Low Density)

This district is intended to apply to areas which are sparsely developed and including uses as normally found in environmentally sensitive areas away from urban activity, but landward of the most restrictive jurisdictional line. It is intended that substantial residential, commercial or industrial development shall not be permitted in the district.

Single Family dwellings including mobile homes are allowed at two dwelling units per acre; Appropriate activities and land uses within environmentally sensitive areas, include but are not limited to, water related activities and uses, and passive recreation activities and similar uses may occur. Other uses Maximum lot coverage of 20%; maximum height restriction of 35 feet.

FLUE Policy 6.7.2

Open Land (Conservation)

All public or private lands waterward of the most restrictive jurisdictional line, and including land under conservation easement, conservatorship or other permanent protection where only activities specified in the easement, conservatorship or other permanent protection are permitted and/or environmentally sensitive lands owned by a local, regional, state or federal governmental agency or similar organization.

Note: As part of this Comprehensive Plan update an Asterix (*) with clarifying language related to Open Land (Conservation) is added to the Future Land Use map:

Language to be inserted on the Future Land Use map:

*All land uses citywide are based on a formal determination of areas waterward of the most restrictive jurisdictional line to determine the areas designated Open Land (Conservation).

FLUE Policy 6.7.3

Recreation/Open Space

Lands public or private devoted to and operated for recreational uses, such as parks, sports fields, and historic sites, but not commercial business or commercial tourist attractions.

The density and intensity will adhere to the most restrictive adjacent land use designation.

FLUE Policy 6.7.3.1

The recreational land use category is intended to accommodate existing public parks and recreation areas as well as committed public parks.

FLUE Policy 6.7.3.2

Recreational uses shall be allowed in other categories as support uses.



Business Impact Estimate Form

This Business Impact Estimate Form is provided to document compliance with and exemption from the requirements of section 166.041(4), Florida Statutes. If one or more boxes are checked below under "Applicable Exemptions", this indicates that the City has determined that Sec. 166.041(4), Fla. Stat., does not apply to the proposed ordinance and that a business impact estimate is not required by law. If no exemption is identified, a business impact estimate required by section 166.041(4), Florida Statute will be provided in the "Business Impact Estimate" section below.

Proposed Ordinance Title/Reference:

Ordinance No.

ORDINANCE NO. 2026-03

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING THE FUTURE LAND USE MAP (FLUM) DESIGNATION OF A TOTAL OF APPROXIMATELY 4.55 ACRES, LOCATED AT BEACON STREET AND EAST PARK AVENUE, EAST OF BILLINGS STREET AS PORTIONS OF HILDRETH BACK BAY ADDITION SUBDIVISION IN THE CITY OF ST. AUGUSTINE, AS MORE PARTICULARLY DESCRIBED HEREINAFTER, CHANGING APPROXIMATELY 0.75 UPLAND ACRES OF PROPERTY FROM ITS CURRENT LAND USE DESIGNATION OF RESIDENTIAL LOW DENSITY TO RECREATION AND OPEN SPACE AND CHANGING APPROXIMATELY 3.80 WATERWARD ACRES OF PROPERTY FROM ITS CURRENT DESIGNATION OF RESIDENTIAL LOW DENSITY TO OPEN LAND (CONSERVATION); PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

Applicable Exemptions:

- ☒ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant, or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - ☐ Development orders and development permits, as those terms are defined in s. 163.3164, and, development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243, Florida Statutes;
 - ☐ Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality;
 - ☐ Sections 190.005 and 190.046, relating to statutory Community Development Districts;
 - ☐ Section 553.73, relating to the Florida Building Code; or
 - ☐ Section 633.202, relating to the Florida Fire Prevention Code.

Note: The City's provision of information in the Business Impact Estimate section below, notwithstanding an applicable exemption, shall not constitute a waiver of the exemption or an admission that a business impact estimate is required by law for the proposed ordinance. The City's failure to check one or more exemptions above shall not constitute a waiver of the omitted exemption or an admission that the omitted exemption does not apply to the proposed ordinance under Section 166.041(4), Florida Statute, Sec. 166.0411, Fla. Stat., or any other relevant provision of law.

Business Impact Estimate:

1. **Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):**

This ordinance changes the land use on property purchased by the city of St. Augustine for its Conservation lands program.

2. **An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of St. Augustine, if any:**

- (a) An estimate of direct compliance costs that businesses may reasonably incur;
- (b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
- (c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

None

3. **Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:**

None

4. **Additional information the governing body determines may be useful (if any):**

This ordinance changes the land use on property purchased by the city of St. Augustine to bring it into compliance with the city's Comprehensive Plan.

Ordinance 2026-03

ORDINANCE NO. 2026-03

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING THE FUTURE LAND USE MAP (FLUM) DESIGNATION OF A TOTAL OF APPROXIMATELY 4.55 ACRES; LOCATED AT BEACON STREET AND EAST PARK AVENUE; EAST OF BILLINGS STREET AS PORTIONS OF HILDRETH BACK BAY ADDITION SUBDIVISION IN THE CITY OF ST. AUGUSTINE, AS MORE PARTICULARLY DESCRIBED HEREINAFTER; CHANGING APPROXIMATELY 0.75 UPLAND ACRES OF PROPERTY FROM ITS CURRENT LAND USE DESIGNATION OF RESIDENTIAL LOW DENSITY TO RECREATION AND OPEN SPACE AND CHANGING APPROXIMATELY 3.80 WATERWARD ACRES OF PROPERTY FROM ITS CURRENT DESIGNATION OF RESIDENTIAL LOW DENSITY TO OPEN LAND (CONSERVATION); PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of St. Augustine, Florida finds that all legal requirements have been met, a public hearing has been held and the Planning and Zoning Board has recommended that a parcel or parcels of property containing a total of approximately 4.55 acres of land, located at Beacon Street and East Park Avenue; east of Billings Street as portions of Hildreth Back Bay Addition subdivision in the City of St. Augustine more fully described herein, that approximately 0.75 upland acres of the property's Future Land Use Map (FLUM) designation should be amended from City of St. Augustine Residential Low Density to City Recreation and Open Space and that approximately 3.80 waterward acres of the property's Future Land Use Map (FLUM) designation should be amended from City of St. Augustine Residential Low Density to City Open Land (Conservation);

**NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION FOR
THE CITY OF ST. AUGUSTINE, FLORIDA, AS FOLLOWS:**

Section 1. Amending Comprehensive Plan, Future Land Use Map. The following described property, containing approximately 4.55 acres in total commonly known as Adams Street; located at Beacon Street and East Park Avenue; east of Billings Street as portions of Hildreth Back Bay Addition subdivision, and identified on the Future Land Use Map (FLUM) of City of St. Augustine as Residential Low Density, is hereby amended to the city classifications of Recreation and Open Space and Open Land (Conservation). This property is more fully described below.

Section 2. Legal Description of Property. The following described property commonly known as Adams Street with Parcel ID #151090-0000, Parcel ID #151120-0000 and Parcel ID #151130-0000 within the City of St. Augustine, Florida:

**HILDRETH BACK BAY LOTS 17, 18, 19, 20, 21, 22,
23, 24, 25 & 26 BLK 7 OR6119/1035
PARCEL ID 1510900000**

**HILDRETH BACK BAY LOT 29 BLK 7 OR
PARCEL ID 1511200000**

**HILDRETH BACK BAY LOTS 1 THRU 12 BLK 8
OR6119/1035
PARCEL ID 1511300000**

HERETO AND MADE A PART HEREOF.

Section 3. Authorization. The City Planning and Building Director is hereby authorized and directed to amend the Future Land Use Map (FLUM) of the City's Comprehensive Plan for the City of St. Augustine, Florida to reflect the FLUM amendments of the above-described land.

Section 4. Repeal of Conflicting Ordinances and Provisions of Comprehensive Plan. All ordinances or parts of ordinances in conflict herewith are hereby repealed. The remaining portions of said Comprehensive Plan for the City of St. Augustine, Florida and any associated ordinances which are not in conflict with the provisions of this ordinance shall remain in full force and effect.

Section 5. Severance of Invalid Provisions. If any section, subsection, sentence, clause, phrase or provision of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 6. Effective Date. This ordinance shall be effective thirty-one (31) days after adoption or, if challenged within thirty (30) days after adoption, effective upon issuance of a final order by the State Bureau of Comprehensive Planning or the Administration Commission.

PASSED by the City Commission of the City of St. Augustine, Florida, this
_____ day of _____, 2026.

ATTEST:

Nancy Sikes-Kline, Mayor-Commissioner

Darlene Galambos, City Clerk

(SEAL)

Planning and Zoning Board (PZB)

September 2, 2025, Staff Report



Planning and Zoning Board

Planning Division Staff Report
Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
September 2, 2025	10.a	PZB2025-0066
Request	Address	Parcel ID
Land Use Plan Map	Adams Street	151090-0000
Amendment & Rezoning	Adams Street	151120-0000
	Adams Street	151130-0000
[HYPERLINKS TO ST. JOHNS COUNTY PROPERTY APPRAISER'S WEBSITE]		

Site & Background Information

Applicant:	Amy Skinner c/o City of St. Augustine
Owner:	City of St. Augustine
Property Class: (St. Johns County Property Appraiser)	0000 – Vacant Residential 9600 – Marshes, Wetlands, Waste Lands
Future Land Use Designation:	Residential Low Density
Zoning Designation:	Residential Single-Family-Two: RS-2 [LINK TO CODE SECTION]
Acreage:	4.55
Neighborhood:	Greater Fullerwood
Archaeological Zone:	IIA

Request Summary

This application is a request to amend the City's Comprehensive Plan Land Use map and rezone approximately 4.55 acres of property in the vicinity of Beacon Street and E Park Avenue along the marsh.

The requested land use plan map amendment is to change approximately 0.75 upland acres from Residential Low Density to Recreation and Open Space and approximately 3.8 waterward acres from Residential Low Density to Open Land (Conservation).

For the approximately 0.75-acre upland portion, the request is to rezone from Residential Single-Family-Two: RS-2 to a compatible Government Use: GU zoning designation. As for the approximately 3.8-acre waterward portion, the request is to rezone from Residential Single-Family-Two: RS-2 to a compatible Open Land: OL zoning designation.

These properties were purchased by the City of St. Augustine as part of the conservation lands program which is what serves as the justification for these requests.

Staff Analysis of Request and Consistency with the City of St. Augustine's Comprehensive Plan 2040

Goal, Policy, or Objective	Staff Analysis
Future Land Use Element [LINK TO DOCUMENT]	
Policy 6.4.3 Residential Low Density This district is intended to apply to those neighborhoods designated for single-family dwellings and single-family type uses, as well as those uses compatible with low density single-family uses such as churches, child care centers, public and institutional uses, including schools consistent with the Public Schools Facilities Element, recreation and Open Land (Conservation) as appropriate so as to create and maintain a stable low intensity residential character. For Residential Uses a maximum of 8 single family dwellings per acre.; public and institutional uses are limited to the density and intensity of the most restrictive adjacent land use.	The Residential Low Density future land use designation is the current designation for these three properties.
Objective 6.7 Open Land Categories: The open land category is established for very low density development adjacent to more environmentally sensitive land. It is also established for the long-term protection and	There are two (2) Open Land future land use categories, additional information is included below.

preservation of lands that contain valuable and threatened natural resources, such as wetlands, environmentally sensitive lands, floodplains, protected or unique ecological communities, and areas for recreational uses.	
Policy 6.7.1 Open Land (Very Low Density) This district is intended to apply to areas which are sparsely developed and including uses as normally found in environmentally sensitive areas away from urban activity, but landward of the most restrictive jurisdictional line. It is intended that substantial residential, commercial or industrial development shall not be permitted in the district. Single Family dwellings including mobile homes are allowed at two dwelling units per acre; Appropriate activities and land uses within environmentally sensitive areas, include but are not limited to, water related activities and uses, and passive recreation activities and similar uses may occur. Other uses Maximum lot coverage of 20%; maximum height restriction of 35 feet.	
Policy 6.7.2 Open Land (Conservation) All public or private lands waterward of the most restrictive jurisdictional line, and including land under conservation easement, conservatorship or other permanent protection where only activities specified in the easement, conservatorship or other permanent protection are permitted and/or environmentally sensitive lands owned by a local, regional, state or federal governmental agency or similar organization. Note: As part of this Comprehensive Plan update an Asterix (*) with clarifying language related to Open Land (Conservation) is added to the Future Land Use map: Language to be inserted on the Future Land Use map:	The Open Land (Conservation) future land use designation is the requested designation for the waterward portions of these properties.

*All land uses citywide are based on a formal determination of areas waterward of the most restrictive jurisdictional line to determine the areas designated Open Land (Conservation).	
Policy 6.7.3 Recreation/Open Space Lands public or private devoted to and operated for recreational uses, such as parks, sports fields, and historic sites, but not commercial business or commercial tourist attractions. The density and intensity will adhere to the most restrictive adjacent land use designation.	The Recreation/Open Space future land use designation is the requested designation for the landward portion of these properties.
Policy 6.7.3.1 The recreational land use category is intended to accommodate existing public parks and recreation areas as well as committed public parks.	The most notable difference between the recreational land use category and Open Land (Very Low Density) designation is that the former is designed to accommodate public lands and uses while the latter does allow for private development.
Policy 6.8.1.1 The City shall initiate a land use plan amendment after purchase and/or development by the government entity. (Adopted June 2011, Ord. No. 2011-02)	This city policy requires a land use plan amendment after the purchase of a property by a government entity.
Historic Preservation Element [LINK TO DOCUMENT]	
Conservation and Coastal Management Element [LINK TO DOCUMENT]	
Recreation and Open Space Element [LINK TO DOCUMENT]	
Transportation and Mobility Element [LINK TO DOCUMENT]	
Housing Element [LINK TO DOCUMENT]	
Infrastructure Element [LINK TO DOCUMENT]	

Staff Analysis of Request and Applicable Sections form the City of St. Augustine's Code of Ordinances

Based on Sec. 28-30 of the City's Code, the land use plan and land use map established by the comprehensive plan may also be amended and the zoning atlas may from time to time be revised by the rezoning of land as provided in this section. [\[LINK TO CODE SECTION\]](#)

Proposals to amend the city's land use map and zoning atlas shall be submitted in writing, accompanied by all pertinent information which may be required for proper consideration of the matter. The Planning and Zoning Board (PZB) is required to review these types of requests and provide a report and recommendations to the city

commission. At a minimum, the PZB shall show that they studied and considered the need and justification for the change, the relationship of the proposed amendment and rezoning to the city's general planning program and such comprehensive plans, and consistency with the comprehensive plan.

Below is the code language for the two (2) zoning districts, Open lands district: OL and Government use district: GU, requested as part of the rezoning request.

Sec. 28-246. - Open lands district: OL.

Intent. This district is intended to apply to areas which are sparsely developed and including uses as normally found in environmentally sensitive areas away from urban activity. It is intended that substantial residential, commercial or industrial development shall not be permitted in the OL district; but lands in such district may be rezoned to the proper district to accommodate such uses when conditions warrant rezoning.

(1) Permitted uses and structures:

- a. Marinas, bait and tackle shops.
- b. Intermediate care facilities.
- c. Outdoor market.
- d. Commercial recreational facilities.
- e. Game preserves, wildlife management areas, fish hatcheries and refuges, watershed, water reservoirs and wells.
- f. Churches, monasteries, convents, temporary revival establishments, cemeteries, columbariums, crematories, mausoleums and memorial structures and monuments.
- g. Schools, colleges and universities with conventional academic curriculums.
- h. Housing for the elderly.
- i. Single-family dwellings on individual lots provided that no subdivision plat shall be recorded for such use in this district.
- j. Day nurseries and kindergartens (see section 28-347(2)).
- k. Governmental uses.
- l. Professional and business offices.
- m. Museums.
- n. The sale of wine, vinous spirits or vinous liquors for religious or sacramental purposes; however, the sale of said wine, vinous spirits or vinous liquors shall be in compliance with F.S. § 564.03 and any rules or regulations of the Division of Alcoholic Beverages and Tobacco of the State of Florida Department of Business Regulation or its successor.
- o. Home-based business.

(2) Permitted accessory uses and structures. See section 28-348.

(3) Permitted uses by exception:

- a. See section 28-347.
- b. Radio or television broadcasting office, studio, transmitter, antenna and line-of-sight relay device.
- c. Racetrack for vehicles or animals.
- d. Animal hospital, veterinary clinic, animal boarding place, fur farm, dog kennel, provided no structure for the housing of animals shall be located within two hundred (200) feet of any residence.
- e. Caretaker residence.
- f. Commercial hunting or fishing camp.

- g. Mobile home on individual lots provided that no subdivision plat shall be recorded for such use in this district.
- h. Restaurant and refreshment stand (but not drive-in).
- i. Public Airport, if not GU zoning.
- j. Not-for-profit clubs.
- k. Travel trailer park.
- l. Sale of antiques, gift, souvenir and craft shops.
- m. Mobile food dispensing vehicle as per section 28-347(9).
- n. Mobile food truck court as per section 28-347(9).

(4) *Minimum lot requirements:*

- a. Single-family dwelling or mobile home on individual lot:
 - 1. Minimum lot width, one hundred (100) feet.
 - 2. Minimum lot area, one-half acre.
- b. Other permitted or permissible uses or structures. None.

(5) *Maximum lot coverage by all buildings:*

- a. Single-family dwelling and mobile homes on individual lot and accessory building thereto, ten (10) percent.
- b. Other permitted or permissible uses and accessory buildings thereto, twenty (20) percent.

(6) *Minimum yard requirements.* All uses and structures:

- a. Front, fifteen (15) feet.
- b. Side, twenty (20) feet.
- c. Rear, twenty (20) feet.

(7) *Maximum height of structures.* Thirty-five (35) feet.

Sec. 28-266. - Government use district: GU.

Intent. It is the intent of this division that certain lands, which are owned by federal, state or local government and are used for a purpose which is particularly and peculiarly related to governmental functions, shall be placed in a government use—GU district. Any lawful governmental activity is permitted upon such lands without restriction so long as the title to the land is vested in the government. Provided, however, that as to lands the title of which is vested with the government but leased to private persons, firms or corporations, such lands may be used for any private lawful purpose specifically authorized by the lease agreement under which the tenant holds possession. Any lands in a GU district which are converted to private ownership shall be rezoned to a district other than GU as lands in the GU district are restricted exclusively to governmental functions. This provision shall not, however, be deemed to prevent the use by any government of lands located in districts other than GU, provided such use is in compliance with all provisions of this chapter applicable to such other districts.

Staff Recommendation

Based on Sec. 28-30 staff finds that the Board may make **POSITIVE RECOMMENDATIONS** to the city commission to amend the future land use plan map to change the future land use of approximately 4.55 acres of land, approximately 0.75 upland acres from Residential Low Density to Recreation and Open Space and approximately 3.8 waterward acres from Residential Low Density to Open Land (Conservation).

In addition, staff finds that the Board may make **POSITIVE RECOMMENDATIONS** to the city commission to rezone the approximately 0.75-acre upland portion from Residential Single-Family-Two: RS-2 to a compatible Government Use: GU zoning designation and from Residential Single-Family-Two: RS-2 to a compatible Open Land: OL zoning designation for the approximately 3.8-acre waterward portion.

The required Board report as part of a potential positive recommendation could include that the Board has studied and considered:

- (1) The need and justification for the change stems from the fact that the city now owns the land described above and intends for it to be used for public and conservation purposes.
- (2) The positive relationship of the proposed amendment and rezoning to the city's general planning program through the 2025 Vision Plan's objective to conserve natural resources and ecosystems as part of enhancing the city's resiliency and the mission of the city's land Conservation Program which is to acquire, improve, and manage lands that protect the City's natural and cultural resources, and improve the community's health and resiliency.
- (3) This request and proposal's consistency with the comprehensive plan as analyzed, documented, and found above in this report.

Attachments

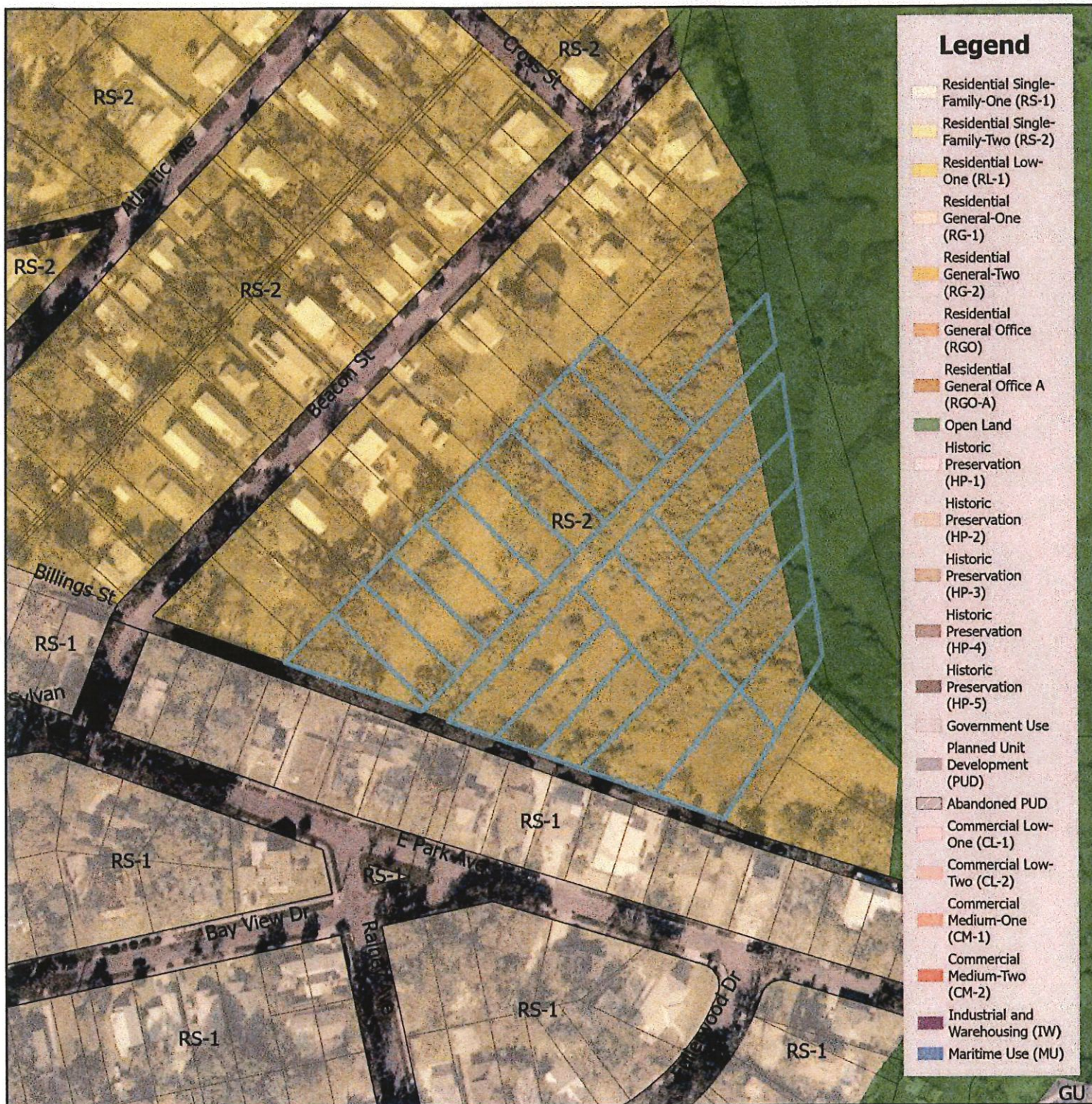
1. Site Maps & Photos
2. Application
3. St. Johns County Property Appraiser Report

Staff Report prepared by:

Jacob Fredriksson, CNU-A
Planning Manager
Planning and Building Department

Attachment 1:

Site Maps & Photos



Legend

- Residential Single-Family-One (RS-1)
- Residential Single-Family-Two (RS-2)
- Residential Low-One (RL-1)
- Residential General-One (RG-1)
- Residential General-Two (RG-2)
- Residential General Office (RGO)
- Residential General Office A (RGO-A)
- Open Land
- Historic Preservation (HP-1)
- Historic Preservation (HP-2)
- Historic Preservation (HP-3)
- Historic Preservation (HP-4)
- Historic Preservation (HP-5)
- Government Use
- Planned Unit Development (PUD)
- Abandoned PUD
- Commercial Low-One (CL-1)
- Commercial Low-Two (CL-2)
- Commercial Medium-One (CM-1)
- Commercial Medium-Two (CM-2)
- Industrial and Warehousing (IW)
- Maritime Use (MU)



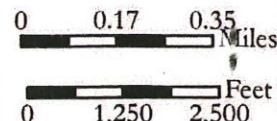
Zoning Map

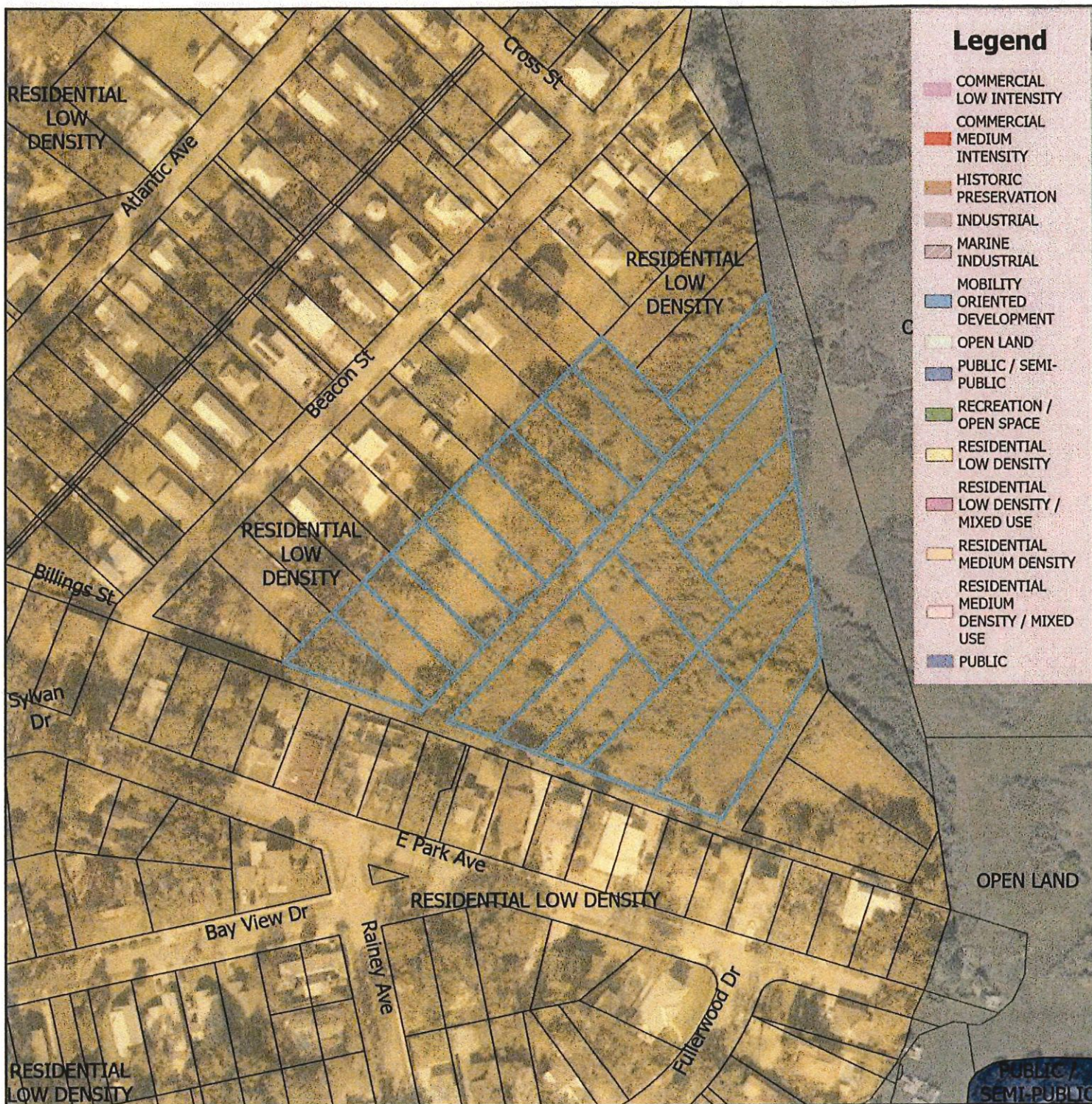
City of St. Augustine
Planning, Zoning, & Building Department
P.O. Box 210, St. Augustine, FL 32085
Phone: (904) 825-1065

DISCLAIMER
This map is for reference only. Data provided are derived from multiple sources with varying levels of accuracy. The City of St. Augustine disclaims all responsibility for the accuracy or completeness of the data shown hereon.

2025

Coordinate System: NAD 1983 StatePlane Florida East FIPS 0901 Feet



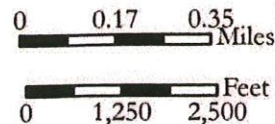


Future Land Use Map

City of St. Augustine
Planning, Zoning, & Building Department
P.O. Box 210, St. Augustine, FL 32085
Phone: (904) 825-1065

DISCLAIMER
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2025



Coordinate System: NAD 1983 StatePlane Florida East FIPS 0901 Feet



Legend

Flood Zones FEMA

AE

VE



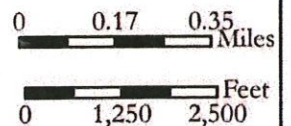
FEMA Flood Zone Map



City of St. Augustine
Planning, Zoning, & Building Department
P.O. Box 210, St. Augustine, FL 32085
Phone: (904) 825-1065

DISCLAIMER
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2025



Coordinate System: NAD 1983 StatePlane Florida East FIPS 0901 Feet

**Adams Street / PID 151090-0000, 151120-0000, &
151130-0000**



© All EarthView Technology Corporation

Attachment 2: Application



CITY OF ST AUGUSTINE APPLICATION TO PLANNING AND ZONING BOARD

Application Fee: _____ (plus advertising costs) Project Number: _____

Receipt Number: _____ Meeting Date: _____

Advertising Costs: \$ _____ Paid On: _____ Receipt Number: _____

1. NAME OF APPLICANT: Amy Skinner Contact Number: 904-209-4320

Business (if applicable): City of St. Augustine

Address: 75 King St City: St. Augustine State: FL Zip: 32084

E-Mail Address: askinner@citystaug.com

2. NAME OF PROPERTY OWNER: City of St. Augustine Contact Number: _____

Business (if applicable): _____

Address: _____ City: _____ State: _____ Zip: _____

E-Mail Address: _____

3. LEGAL DESCRIPTION OF PROJECT PROPERTY:

Lot: See attached Block: See attached

Subdivision: Hildreth Back Bay Addition To St Augusti Parcel Number: 1510900000, 1511200000, 1511300000

4. PROJECT STREET ADDRESS: Adams St

5. SPECIFIC PROPOSED USE: Conservation / Recreation

6. ACTION REQUESTED:

☐ Conservation Zone Development

☐ Appeal of Staff Determination

☐ Exception

☒ Land Use Plan Amendment

☐ Variance

☒ Rezoning

☐ Other: _____

7. DESCRIPTION OF ACTION REQUESTED: Total of approximately 4.55 acres changing approximately 0.75 upland acres from

Residential Low Density future land use to Recreation and Open Space and changing the zoning designation of approximately 0.75 acres

from Residential single family-two (RS-2) to Government Use (GU).

Changing approximately 3.80 waterward acres from Residential Low Density future land use to Open Land (Conservation) and changing the zoning

designation of approximately 3.80 waterward acres from Residential Single family-two (RS-2) to Open Land (OL).

8. JUSTIFICATION FOR ACTION REQUESTED: City purchased the property as part of the conservation lands program.

04/18/2019

9. **IF APPLYING FOR A VARIANCE, PLEASE COMPLETE THE FOLLOWING AND EXPLAIN THE SITUATION FULLY ALONG WITH PROVIDING DOCUMENTATION:**

(a) Does the property because of size, shape, topography or other physical conditions, suffer singular disadvantage, which disadvantage does not apply to other properties in the vicinity: _____

(b) Can you establish that this disadvantage causes the owner to be unable to make reasonable use of the affected property: _____

(c) Can you establish that this disadvantage does not exist because of conditions created by the owner or applicant: _____

(d) Can you establish that granting of the variance will not be contrary to the public interest; will not adversely affect other property in the vicinity; and will be in harmony with the spirit, intent and purpose of this Section: _____

10. **PREVIOUS APPLICATIONS:**

Has any application been submitted to the Planning & Zoning Board concerning any part of the subject property within the past year?

☐ Yes ☐ No If yes, please give date and final disposition below.

11. **AGREEMENT:**

In filing this application, I understand that it becomes a part of Public Record of the City of St. Augustine and hereby certify that all information contained herein is accurate to the best of my knowledge.

Application must be signed by both applicant and property owner if different. Letter of authorization must be submitted in absence of the property owner's signature or where an authorized agent signs in lieu of either property owner or applicant.

Florida Statute 286.0105 states that a person appealing any decision by this board at any meeting regarding this application may need a verbatim record of the proceedings which includes testimony and evidence upon which the appeal is to be based.

IMPORTANT NOTICE: When the hearing date has been set and a legal notice has been published or posted, the applicant must be prepared to present the request at the scheduled hearing date. If the applicant requests a continuance, the decision to grant or deny the request for continuance will be decided by a vote of the Board at the scheduled hearing date. The applicant, or a duly authorized representative with authority to bind, should be present at the scheduled hearing date to answer questions from the board regarding the application. If the board votes to deny the request for a continuance, the hearing on the application will go forward, whether or not the applicant is present, and could result in a denial of the application if the Board finds that the application and supporting documents submitted prior to the meeting do not meet the criteria of the Code.

Amy McClure Skinner

Digitally signed by Amy McClure Skinner
Date: 2025.08.13 10:52:33 -04'00'

Signature of Applicant

Date

Amy McClure Skinner

Digitally signed by Amy McClure Skinner
Date: 2025.08.13 10:52:52 -04'00'

Signature of Property Owner

Date

04/18/2019



**CITY OF ST. AUGUSTINE
DEVELOPMENT PERMIT APPLICANT WAIVER**

The applicant acknowledges and agrees to waive the limitation of three requests for additional information by the City of St. Augustine, pursuant to Chapter 166.033, Florida Statutes.

The applicant acknowledges and agrees that the City offers weekly Friday Review development review meetings, as well as, department specific applicant meetings with its reviewing staff at any point in the application process to attempt to resolve outstanding issues. The applicant is responsible for scheduling any requested meetings with City staff directly.

The applicant acknowledges and agrees that if after three unresolved submittals the applicant elects to proceed with final approval or denial proceedings, the applicant must request so in writing to the City.

Amy Skinner

Print name of applicant

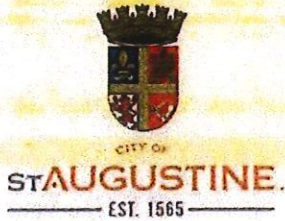
Amy McClure
Skinner

Digitally signed by
Amy McClure Skinner
Date: 2025.08.13
10:53:21 -04'00'

Signature of applicant

08/13/2025

Date



Owner's Authorization For Agent

Amy Skinner is/are hereby authorized TO ACT ON BEHALF OF City of St. Augustine, the owner(s) of those lands described within ☒ the attached application, or ☐ described within the previously filed Application number: _____, and as described in the attached deed or other such proof of ownership as may be required, in applying to the City of St. Augustine's Planning & Zoning Board, located at: 75 King Street

BY: Amy McClure Skinner Digitally signed by Amy McClure Skinner
Date: 2025.08.13
10:53:52 -04'00'

Signature of Owner

Print Name of Owner
Amy McClure Skinner

Telephone Number

State of _____

County of _____

Signed and sworn before me on this _____ day of _____, 20__.

By _____

Identification verified:

Oath sworn: _____ Yes _____ No

Notary Signature: _____

My Commission expires: _____

PZB APPLICATION FEE SCHEDULE

Planning and Zoning Board fees are set by Resolution 2021-38 as follows:

Description of Work	Fee Amount
Rezoning: small scale	\$300.00 + ads & notices
Rezoning: large scale	\$1,000.00 + ads & notices
Land Use Plan Amendment: small scale	\$400.00 + ads & notices
Land Use Plan Amendment: large scale	\$1,400.00 + ads & notices
Planned Unit Development	\$400.00 or \$35.00/acre, whichever is greater, \$1,400 max + ads & notices
Zoning Variance	\$350.00 + ads & notices
Zoning Exception	\$250.00 + ads & notices
Conservation Overlay Zone Development	\$165.00 + ads & notices
Significant Tree Removal or Appeal of Tree Removal Permit Denial	\$165.00 + ads & notices
Appeal of Staff Determination	\$200.00 + ads & notices
Application to Amend Zoning Code	\$600.00 + ads & notices
Subdivision Plat Review	\$275.00 + ads, notices & additional associated costs

"Note: The cost of newspaper advertisement and all notices to surrounding property owners will be assessed by the city, paid by the city and reimbursed by the applicant. All advertising costs must be paid prior to issuance of a development permit.

The applicant shall reimburse the City the mailing cost for all notices and for any subsequent hearings requiring re-notice as a result of the applicant postponing or re-scheduling of any hearing."

If a Credit Card Authorization Form is used for the payment of fees, the City will maintain the form and automatically charge additional advertising and noticing fees, once determined, to the credit-card account submitted.

By signing below, I acknowledge responsibility for both the initial application fee and any subsequent costs associated with legal advertising and/or noticing and understand that permits associated with my application may not be issued until such fees are paid.

I authorize the Planning and Building Department to maintain my payment information until a final cost for advertising and/or noticing is determined and charged. If a payment method other than Credit Card Authorization Form is used, I understand that I will be sent an invoice for the costs of advertising/noticing which must be paid prior to the issuance of any development permit related to my application. I am aware that I can request a copy of these fees and my receipt from Building Department Staff.

Project Address: Adams St

Applicant's Name: Amy Skinner

Applicant's Signature: Amy McClure Skinner
Digitally signed by Amy McClure Skinner
Date: 2025.08.13 10:55:10 -04'00'

Owner's Name: Amy Skinner

Owner's Signature: Amy McClure Skinner
Digitally signed by Amy McClure Skinner
Date: 2025.08.13 10:55:26 -04'00'

Attachment 3:
St. Johns County Property Appraiser
Report

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	1510900000	
Location Address	ADAMS ST	No Image Available
	SAINT AUGUSTINE 32084-0000	
Neighborhood	Hildreth Back Bay & Bird View Subs (581)	
Tax Description*	2-29 HILDRETH BACK BAY LOTS 17 18 19 20 21 22 23 24 25 & 26 BLK 7 OR6119/1035	
	*The Description above is not to be used on legal documents.	
Property Use	Vacant Residential (0000)	
Code		
Subdivision	Hildreth Back Bay Addition To St Augusti	
Sec/Twp/Rng	6-7-30	
District	City of St Augustine (District 452)	
Millage Rate	18.72	
Acreage	1.780	
Homestead	N	

Owner Information

Owner Name	City Of Saint Augustine 100%
Mailing Address	PO BOX 210 SAINT AUGUSTINE, FL 32085-0000

[illegible]

Assessed Year	2025
Building Value	\$0.00
Extra Features Value	\$0.00
Total Land Value	\$48,000.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
Just Market	\$48,000.00
Total Deferred	\$0.00
Assessed Value	\$48,000.00
Total Exemptions	
Taxable Value	\$48,000.00

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2024	\$0	\$0	\$52,000	\$0
2023	\$0	\$0	\$25,000	\$0
2022	\$0	\$0	\$24,192	\$0
2021	\$0	\$0	\$21,600	\$0
2020	\$0	\$0	\$21,600	\$0
2019	\$0	\$0	\$21,600	\$0
2018	\$0	\$1,827	\$21,600	\$0
2017	\$0	\$1,827	\$21,600	\$0
2016	\$0	\$1,827	\$21,600	\$0
2015	\$0	\$1,827	\$18,000	\$0
2014	\$0	\$1,827	\$18,000	\$0

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Vacant Residential	160	500	160	FF	\$48,000

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
3/26/2025	3/24/2025	\$600,000.00	WARRANTY DEED	<u>6119</u>	<u>1035</u>	U	V	HUNDRED ACRE MARSH LLC	CITY OF SAINT AUGUSTINE
3/26/2025	3/24/2025	\$100.00	CORRECTIVE DEED	<u>6119</u>	<u>1029</u>	U	V	NELSON SANDRA KAY TRUST D:09/22/2015	HUNDRED ACRE MARSH LLC
7/14/2023	7/14/2023	\$100.00	TRUSTEES DEED	<u>5792</u>	<u>1415</u>	U	V	NELSON SANDRA KAY TRUST D:09/22/15	HUNDRED ACRE MARSH LLC
5/25/2023	12/18/2022	\$0.00	PERSONAL REP	<u>5763</u>	<u>387</u>	U	V	NELSON SANDRA KAY ESTATE	NELSON SANDRA KAY TRUST D:09/22/15
1/18/2023	12/18/2022	\$0.00	LETTERS OF ADMN	<u>5695</u>	<u>1841</u>	U	V	NELSON SANDRA KAY (DEC'D)	NELSON SANDRA KAY ESTATE

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
	10/10/2000	\$0.00	FINAL JUDGMENT	<u>1536</u>	<u>1013</u>	U	V	SHULER SANDRA KAY NELSON (NAME CHANGE)	NELSON SANDRA KAY
	10/10/2000	\$0.00	FINAL JUDGMENT	<u>1536</u>	<u>1013</u>	U	I	SHULER SANDRA KAY NELSON (NAME CHANGE)	NELSON SANDRA KAY
	4/15/1993	\$0.00	FINAL JUDGMENT	<u>987</u>	<u>1119</u>	U	I	SHULER JACK,SANDRA N	SHULER SANDRA N
	4/3/1990	\$0.00	WARRANTY DEED	<u>851</u>	<u>480</u>	Q	V	PETERSON BRUCE,CAROL	SHULER JACK ETAL
	1/1/1980	\$0.00		<u>457</u>	<u>11</u>	U	I		SHULER JACK,SANDRA N

No data available for the following modules: Exemption Information, Building Information, Sketch Information, Extra Feature Information.

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.

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Last Data Upload: 8/12/2025, 11:53:03 PM

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St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

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Homestead Compliance

Sales Questionnaire Form

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Sales Questionnaire

2024 TRIM Notice

2024 TRIM Notice (PDF)

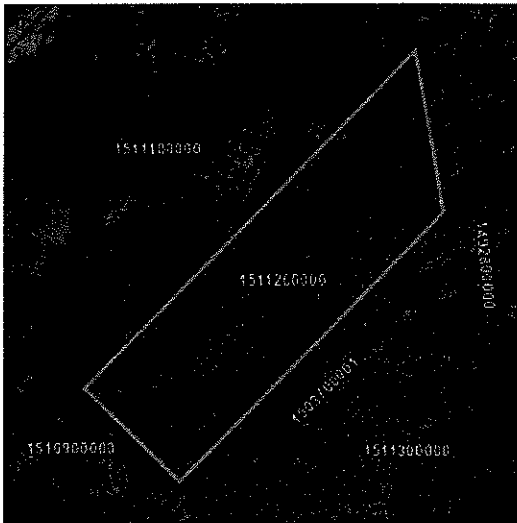
Summary

Parcel ID	1511200000	No Image Available
Location Address	ADAMS ST SAINT AUGUSTINE 32084-0000	
Neighborhood	Hildreth Back Bay & Bird View Subs (581)	
Tax Description*	2-29 HILDRETH BACK BAY LOT 29 BLK 7 OR *The Description above is not to be used on legal documents.	
Property Use Code	Marshes, Wetlands, Waste Lands (9600)	
Subdivision	Hildreth Back Bay Addition To St Augusti	
Sec/Twp/Rng	6-7-30	
District	City of St Augustine (District 452)	
Millage Rate	18.72	
Acreage	0.170	
Homestead	N	

Owner Information

Owner Name	City Of Saint Augustine 100%
Mailing Address	PO BOX 210 SAINT AUGUSTINE, FL 32085-0000

Map



Valuation Information

Assessed Year	2025
Building Value	\$0.00
Extra Features Value	\$0.00
Total Land Value	\$42.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
Just Market	\$42.00
Total Deferred	\$0.00
Assessed Value	\$42.00
Total Exemptions	
Taxable Value	\$42.00

Values listed are from our working tax roll and are subject to change. Exemption and taxable values shown reflect County-level assessment.

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2024	\$0	\$0	\$42	\$0
2023	\$0	\$0	\$250	\$0
2022	\$0	\$0	\$2,500	\$0
2021	\$0	\$0	\$2,500	\$0
2020	\$0	\$0	\$2,500	\$0
2019	\$0	\$0	\$2,500	\$0
2018	\$0	\$0	\$2,500	\$0
2017	\$0	\$0	\$2,500	\$0
2016	\$0	\$0	\$2,500	\$0
2015	\$0	\$0	\$2,500	\$0
2014	\$0	\$0	\$2,500	\$0

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Marshes & Tidal Lands	0	0	0.17	AC	\$42

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
3/26/2025	3/24/2025	\$600,000.00	WARRANTY DEED	6119	1035	U	V	HUNDRED ACRE MARSH LLC	CITY OF SAINT AUGUSTINE
3/26/2025	3/24/2025	\$100.00	CORRECTIVE DEED	6119	1029	U	V	NELSON SANDRA KAY TRUST D:09/22/15	HUNDRED ACRE MARSH LLC
7/14/2023	7/14/2023	\$100.00	TRUSTEES DEED	5792	1415	U	V	NELSON SANDRA KAY TRUST D:09/22/15	HUNDRED ACRE MARSH LLC
5/25/2023	12/18/2022	\$0.00	PERSONAL REP	5763	387	U	V	NELSON SANDRA KAY ESTATE	NELSON SANDRA KAY TRUST D:09/22/15
1/18/2023	12/18/2022	\$0.00	LETTERS OF ADMN	5695	1841	U	V	NELSON SANDRA KAY (DEC'D)	NELSON SANDRA KAY ESTATE

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
	10/10/2000	\$0.00	FINAL JUDGMENT	<u>1536</u>	<u>1013</u>	U	V	SHULER SANDRA KAY NELSON (NAME CHANGE)	NELSON SANDRA KAY
	10/10/2000	\$0.00	FINAL JUDGMENT	<u>1536</u>	<u>1013</u>	U	V	SHULER SANDRA S (NAME CHANGE)	NELSON SANDRA KAY
	4/15/1993	\$0.00	FINAL JUDGMENT	<u>987</u>	<u>1118</u>	U	V	SHULER JACK,SANDRA S	SHULER SANDRA S
	4/3/1990	\$0.00	WARRANTY DEED	<u>851</u>	<u>480</u>	Q	V	PETERSON BRUCE,CAROL	SHULER JACK ETAL
	4/1/1989	\$0.00		<u>818</u>	<u>441</u>	U	V		SHULER JACK,SANDRA S

No data available for the following modules: Exemption Information, Building Information, Sketch Information, Extra Feature Information.

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Contact Us

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St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

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Homestead Compliance

Sales Questionnaire Form

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Sales Questionnaire

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1511300000	
Location Address	ADAMS ST	No Image Available
	SAINT AUGUSTINE 32084-0000	
Neighborhood	Hildreth Back Bay & Bird View Subs (581)	
Tax Description*	2-29 HILDRETH BACK BAY LOTS 1 THRU 12 BLK 8 OR 6119/1035	
	*The Description above is not to be used on legal documents.	
Property Use Code	Marshes, Wetlands, Waste Lands (9600)	
Subdivision	Hildreth Back Bay Addition To St Augusti	
Sec/Twp/Rng	6-7-30	
District	City of St Augustine (District 452)	
Millage Rate	18.72	
Acreage	2.600	
Homestead	N	

Owner Information

Owner Name	City Of Saint Augustine 100%
Mailing Address	PO BOX 210
	SAINT AUGUSTINE, FL 32085-0000

Assessed Year	2025
Building Value	\$0.00
Extra Features Value	\$0.00
Total Land Value	\$650.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
Just Market	\$650.00
Total Deferred	\$0.00
Assessed Value	\$650.00
Total Exemptions	
Taxable Value	\$650.00

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2024	\$0	\$0	\$650	\$0
2023	\$0	\$0	\$25,000	\$0
2022	\$0	\$0	\$24,192	\$0
2021	\$0	\$0	\$21,600	\$0
2020	\$0	\$0	\$21,600	\$0
2019	\$0	\$0	\$21,600	\$0
2018	\$0	\$0	\$21,600	\$0
2017	\$0	\$0	\$21,600	\$0
2016	\$0	\$0	\$21,600	\$0
2015	\$0	\$0	\$18,000	\$0
2014	\$0	\$0	\$18,000	\$0

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Marshes & Tidal Lands	0	0	2.6	AC	\$650

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
3/26/2025	3/24/2025	\$600,000.00	WARRANTY DEED	<u>6119</u>	<u>1035</u>	U	V	HUNDRED ACRE MARSH LLC	CITY OF SAINT AUGUSTINE
3/26/2025	3/24/2025	\$100.00	CORRECTIVE DEED	<u>6119</u>	<u>1029</u>	U	V	NELSON SANDRA KAY TRUST D:09/22/15	HUNDRED ACRE MARSH LLC
7/14/2023	7/14/2023	\$100.00	TRUSTEES DEED	<u>5792</u>	<u>1415</u>	U	V	NELSON SANDRA KAY TRUST D:09/22/15	HUNDRED ACRE MARSH LLC
5/25/2023	12/18/2022	\$0.00	PERSONAL REP	<u>5763</u>	<u>387</u>	U	V	NELSON SANDRA KAY ESTATE	NELSON SANDRA KAY TRUST D:09/22/15
1/18/2023	12/18/2022	\$0.00	LETTERS OF ADMN	<u>5695</u>	<u>1841</u>	U	V	NELSON SANDRA KAY (DEC'D)	NELSON SANDRA KAY ESTATE

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
	10/10/2000	\$0.00	FINAL JUDGMENT	<u>1536</u>	<u>1013</u>	U	V	SHULER SANDRA KAY NELSON (NAME CHANGE)	NELSON SANDRA KAY
	10/10/2000	\$0.00	FINAL JUDGMENT	<u>1536</u>	<u>1013</u>	U	V	SHULER SANDRA KAY NELSON (NAME CHANGE)	NELSON SANDRA KAY
	4/15/1993	\$0.00	FINAL JUDGMENT	<u>987</u>	<u>1118</u>	U	V	SHULER JACK,SANDRA N	SHULER SANDRA N
	4/3/1990	\$0.00	WARRANTY DEED	<u>851</u>	<u>480</u>	Q	V	PETERSON BRUCE,CAROL	SHULER JACK ETAL
	1/1/1980	\$0.00		<u>457</u>	<u>11</u>	U	V		SHULER JACK,SANDRA N

No data available for the following modules: Exemption Information, Building Information, Sketch Information, Extra Feature Information.

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.

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Last Data Upload: 8/12/2025, 11:53:03 PM

Contact Us

Developed by



CITY OF ST. AUGUSTINE

MEMORANDUM

TO: David Birchim, AICP
City Manager

DATE: January 28, 2026

RE: **Ordinance 2026-04 – Amending the Zoning Designation of Approximately 4.55 acres at Beacon Street and East Park Avenue east of Billings Street – Second Reading and Public Hearing**

The property at Beacon Street and East Park Avenue east of Billings Street is approximately 4.55 acres. The property was recently purchased by the city as part of its Conservation Program. It is vacant property with approximately 0.75 acres of upland area and approximately 3.80 acres of property waterward and adjacent to the Tolomato marshlands and riverine environment. The surrounding area is generally low-density residential development.

This property is now owned by the City of St. Augustine and will be incorporated into the city's conservation lands program including the development of a management plan.

The city's Future Land Use Map (FLUM) designates Residential Low Density as the land use category for these properties. The city has also requested to change the land use to the consistent categories for these rezoning requests. The application is to rezone the upland portion of the property to Government Use (GU) and the waterward portion to Open Land (OL), which are consistent with the proposed land use categories.

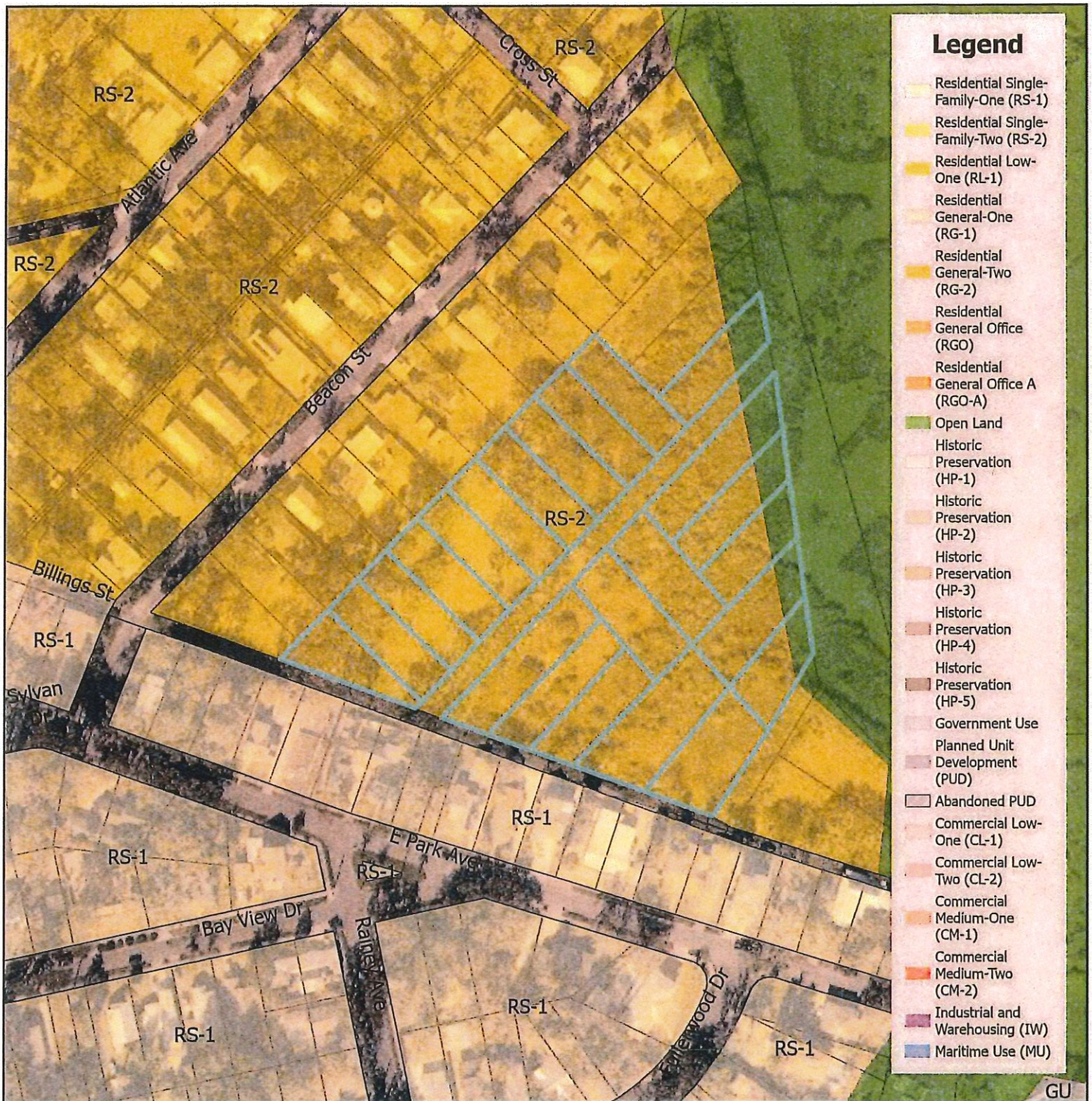
On September 2, 2025, the Planning and Zoning Board (PZB) made a positive recommendation to amend the zoning of these properties as noted above. The City Commission reviewed and passed this ordinance on First Reading at their January 26, 2026, meeting.

Attached you will find the Ordinance, and a map illustrating the existing zoning. The packet of information provided to the PZB is included with the land use plan amendment material.

Please place Ordinance 2026-04 on the City Commission February 9, 2026, agenda for second reading and public hearing. Also attached is the required Business Impact Statement for the ordinance. If you have any questions, please let me know.



Amy McClure Skinner, AICP
Director, Planning and Building Department



GU

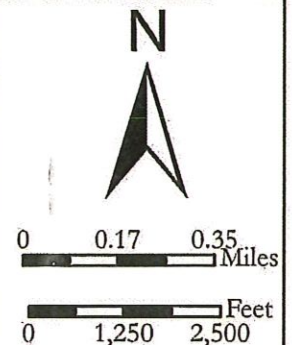


Zoning Map

2025

City of St. Augustine
Planning, Zoning, & Building Department
P.O. Box 210, St. Augustine, FL 32085
Phone: (904) 825-1085

DISCLAIMER
This map is for reference only. Data provided are derived from multiple sources with varying levels of accuracy. The City of St. Augustine disclaims all responsibility for the accuracy or completeness of the data shown hereon.



Coordinate System: NAD 1983 StatePlane Florida East FIPS 0901 Feet



Business Impact Estimate Form

This Business Impact Estimate Form is provided to document compliance with and exemption from the requirements of section 166.041(4), Florida Statutes. If one or more boxes are checked below under "Applicable Exemptions", this indicates that the City has determined that Sec. 166.041(4), Fla. Stat., does not apply to the proposed ordinance and that a business impact estimate is not required by law. If no exemption is identified, a business impact estimate required by section 166.041(4), Florida Statute will be provided in the "Business Impact Estimate" section below.

Proposed Ordinance Title/Reference:

Ordinance No.

ORDINANCE NO. 2026-04

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA REZONING A TOTAL OF APPROXIMATELY 4.55 ACRES; LOCATED AT BEACON STREET AND EAST PARK AVENUE; EAST OF BILLINGS STREET AS PORTIONS OF HILDRETH BACK BAY ADDITION SUBDIVISION IN THE CITY OF ST. AUGUSTINE, AS MORE PARTICULARLY DESCRIBED HEREINAFTER; REZONING APPROXIMATELY 0.75 UPLAND ACRES FROM ITS CURRENT CLASSIFICATION OF RESIDENTIAL SINGLE FAMILY-TWO (RS-2) TO THE CITY CLASSIFICATION OF GOVERNMENT USE (GU), AND REZONING APPROXIMATELY 3.80 WATERWARD ACRES FROM ITS CURRENT CLASSIFICATION OF RESIDENTIAL SINGLE FAMILY-TWO (RS-2) TO THE CITY CLASSIFICATION OF OPEN LAND (OL); PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

Applicable Exemptions:

- ☒ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant, or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - ☐ Development orders and development permits, as those terms are defined in s. 163.3164, and, development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243, Florida Statutes;
 - ☐ Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality;
 - ☐ Sections 190.005 and 190.046, relating to statutory Community Development Districts;
 - ☐ Section 553.73, relating to the Florida Building Code; or
 - ☐ Section 633.202, relating to the Florida Fire Prevention Code.

Note: The City's provision of information in the Business Impact Estimate section below, notwithstanding an applicable exemption, shall not constitute a waiver of the exemption or an admission that a business impact estimate is required by law for the proposed ordinance. The City's failure to check one or more exemptions above shall not constitute a waiver of the omitted exemption or an admission that the omitted exemption does not apply to the proposed ordinance under Section 166.041(4), Florida Statute, Sec. 166.0411, Fla. Stat., or any other relevant provision of law.

Business Impact Estimate:

1. **Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):**

This ordinance changes the zoning on property purchased by the city of St. Augustine for its Conservation lands program.

2. **An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of St. Augustine, if any:**
 - (a) **An estimate of direct compliance costs that businesses may reasonably incur;**
 - (b) **Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and**
 - (c) **An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.**

None

3. **Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:**

None

4. **Additional information the governing body determines may be useful (if any):**

This ordinance changes the zoning on property purchased by the city of St. Augustine to bring it into compliance with the city's land use plan.

Ordinance 2026-04

ORDINANCE NO. 2026-04

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA REZONING A TOTAL OF APPROXIMATELY 4.55 ACRES; LOCATED AT BEACON STREET AND EAST PARK AVENUE; EAST OF BILLINGS STREET AS PORTIONS OF HILDRETH BACK BAY ADDITION SUBDIVISION IN THE CITY OF ST. AUGUSTINE, AS MORE PARTICULARLY DESCRIBED HEREINAFTER; REZONING APPROXIMATELY 0.75 UPLAND ACRES FROM ITS CURRENT CLASSIFICATION OF RESIDENTIAL SINGLE FAMILY-TWO (RS-2) TO THE CITY CLASSIFICATION OF GOVERNMENT USE (GU), AND REZONING APPROXIMATELY 3.80 WATERWARD ACRES FROM ITS CURRENT CLASSIFICATION OF RESIDENTIAL SINGLE FAMILY-TWO (RS-2) TO THE CITY CLASSIFICATION OF OPEN LAND (OL); PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of St. Augustine, Florida finds that all legal requirements have been met, a public hearing has been held and the Planning and Zoning Board has recommended that property identified by the referenced legal description as containing a total of approximately 4.55 acres of land, located at Beacon Street and East Park Avenue; east of Billings Street as portions of Hildreth Back Bay Addition subdivision; being more fully described herein, should be rezoned;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION FOR THE CITY OF ST. AUGUSTINE, FLORIDA, AS FOLLOWS:

Section 1. The following described property, containing a total of approximately 4.55 acres of land, located at Beacon Street and East Park Avenue; east of Billings Street as portions of Hildreth Back Bay Addition subdivision within the City of St. Augustine, and identified by the referenced legal description, is hereby rezoned as described herein; rezoning approximately 0.75 upland acres from its current classification

of Residential Single family-Two (RS-2) to the city classification of Government Use (GU), rezoning approximately 3.80 waterward acres from its current classification of Residential Single family-Two (RS-2) to the city classification Open Land (OL).

Section 2. Legal Description of Property. The following described property located at Beacon Street and East Park Avenue; east of Billings Street as portions of Hildreth Back Bay Addition subdivision commonly known as Adams Street with Parcel ID #151090-0000, Parcel ID #151120-0000 and Parcel ID #151130-0000 within the City of St. Augustine, Florida:

**HILDRETH BACK BAY LOTS 17, 18, 19, 20, 21, 22,
23, 24, 25 & 26 BLK 7 OR6119/1035
PARCEL ID 1510900000**

**HILDRETH BACK BAY LOT 29 BLK 7 OR
PARCEL ID 1511200000**

**HILDRETH BACK BAY LOTS 1 THRU 12 BLK 8
OR6119/1035
PARCEL ID 1511300000**

HERETO AND MADE A PART HEREOF.

Section 3. Authorization. The City Planning and Building Director is hereby authorized and directed to change the Zoning Atlas for the City of St. Augustine, Florida to reflect the rezonings of the above-described land.

Section 4. Repeal of Conflicting Ordinances and Provisions of Comprehensive Plan. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 5. Severance of Invalid Provisions. If any section, subsection, sentence, clause, phrase or provision of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 6. Effective Date. This ordinance shall be effective thirty-one (31) days after adoption in conjunction with Ordinance No. 2026-03 or, if Ordinance No. 2026-03 is challenged within thirty (30) days after adoption, effective upon issuance of a final order by the State Bureau of Comprehensive Planning or the Administration Commission.

PASSED by the City Commission of the City of St. Augustine, Florida, this _____ day of _____, 2026.

ATTEST:

Nancy Sikes-Kline, Mayor-Commissioner

Darlene Galambos, City Clerk

(SEAL)

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: David Birchim, AICP
City Manager

DATE: January 28, 2026

RE: **Ordinance 2026-05 – Amending the Future Land Use Designation of Approximately 2.12 acres at Fishers Island between the Matanzas River and State Road 312 commonly known as Fish Island Inholding – Second Reading and Public Hearing**

The property at Fishers Island between the Matanzas River and State Road 312 commonly known as the Fish Island Inholding is approximately 2.68 acres. The property was recently purchased by the city as part of its Conservation Program. The upland vacant property is approximately 2.12 acres. The waterward 0.56 acres is already designated Open Land. The surrounding property is included in the Fish Island preserve area.

This property is now owned by the City of St. Augustine and will be incorporated into the city's land management plan for Fish Island.

The city's Future Land Use Map (FLUM) identifies Residential Medium Density/Mixed Use as the current land use category for the property. The request is to change the existing land use on the upland portion of the property to the city's Recreation and Open Space land use category to match the existing Fish Island area.

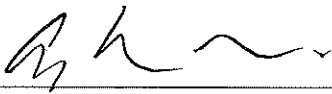
A companion application to rezone the property to Government Use (GU) for the upland 2.12 acres which is consistent with the proposed land use category has also been submitted.

On September 2, 2025, the Planning and Zoning Board (PZB) made a positive recommendation to amend the future land use of these properties as noted above. The City Commission reviewed and passed this ordinance on First Reading at their January 26, 2026, meeting.

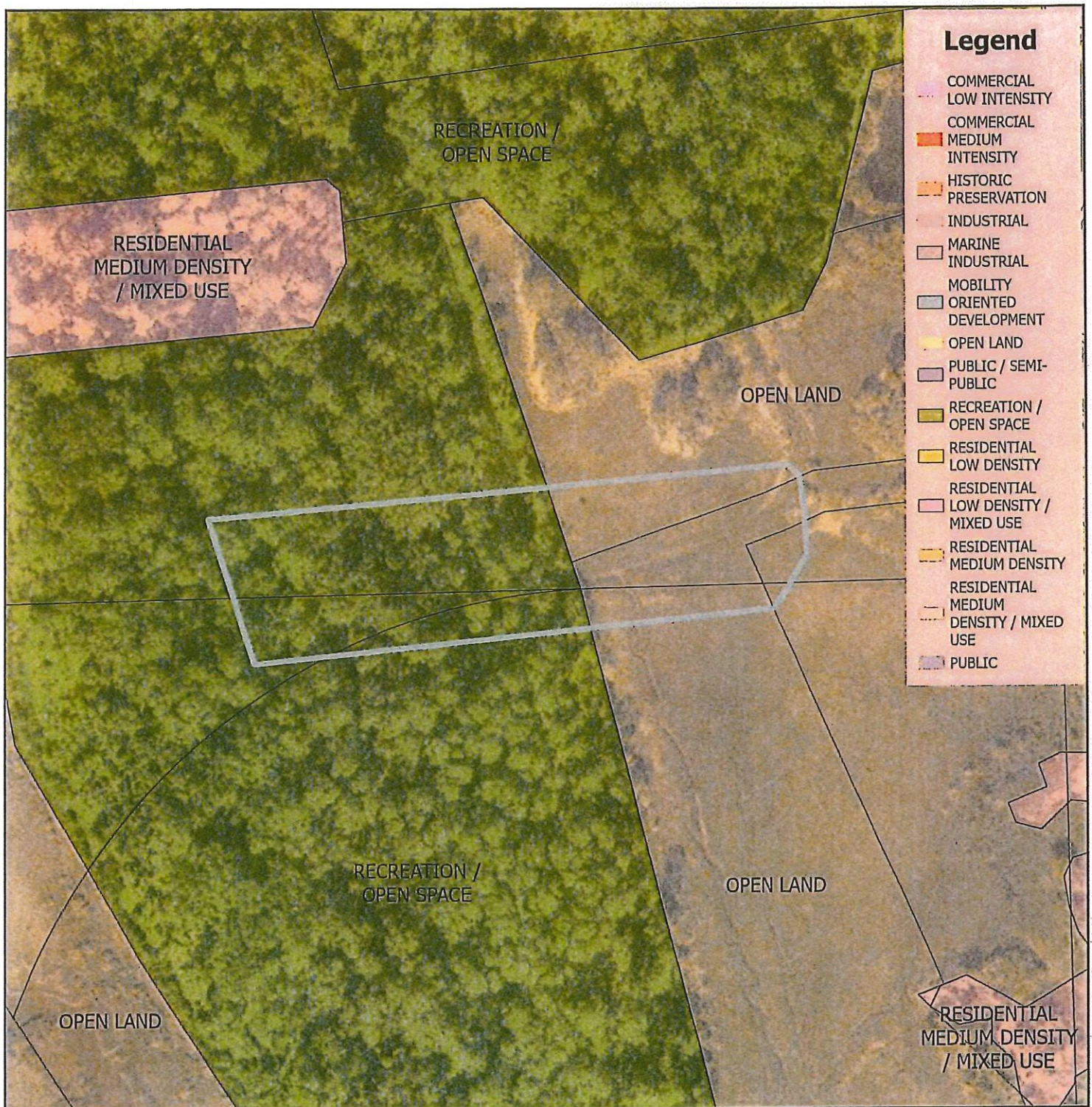
Attached you will find the Ordinance, a map illustrating the existing future land use, and the packet of information regarding this application and the compatible rezoning provided to the PZB.

Please place Ordinance 2026-05 on the City Commission February 9, 2026, agenda for second reading and public hearing. Also attached is the required Business Impact Statement for the ordinance.

If you have any questions, please let me know.

A handwritten signature in black ink, appearing to read 'Amy McClure Skinner', written over a horizontal line.

Amy McClure Skinner, AICP
Director
Planning and Building Department

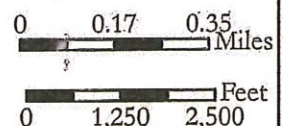


Future Land Use Map

City of St. Augustine
Planning, Zoning, & Building Department
P.O. Box 210, St. Augustine, FL 32085
Phone: (904) 825-1065

DISCLAIMER
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2025



Coordinate System: NAD 1983 StatePlane Florida East FIPS 0901 Feet



Business Impact Estimate Form

This Business Impact Estimate Form is provided to document compliance with and exemption from the requirements of section 166.041(4), Florida Statutes. If one or more boxes are checked below under "Applicable Exemptions", this indicates that the City has determined that Sec. 166.041(4), Fla. Stat., does not apply to the proposed ordinance and that a business impact estimate is not required by law. If no exemption is identified, a business impact estimate required by section 166.041(4), Florida Statute will be provided in the "Business Impact Estimate" section below.

Proposed Ordinance Title/Reference:

Ordinance No.

ORDINANCE NO. 2026-05

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING THE FUTURE LAND USE MAP (FLUM) DESIGNATION OF A TOTAL OF APPROXIMATELY 2.12 ACRES; LOCATED AT FISHERS ISLAND BETWEEN THE MATANZAS RIVER AND STATE ROAD 312 IN THE CITY OF ST. AUGUSTINE, AS MORE PARTICULARLY DESCRIBED HEREINAFTER; CHANGING APPROXIMATELY 2.12 UPLAND ACRES OF PROPERTY FROM ITS CURRENT LAND USE DESIGNATION OF RESIDENTIAL MEDIUM DENSITY MIXED USE TO RECREATION AND OPEN SPACE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

Applicable Exemptions:

- ☒ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant, or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - ☐ Development orders and development permits, as those terms are defined in s. 163.3164, and, development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243, Florida Statutes;
 - ☐ Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality;
 - ☐ Sections 190.005 and 190.046, relating to statutory Community Development Districts;
 - ☐ Section 553.73, relating to the Florida Building Code; or
 - ☐ Section 633.202, relating to the Florida Fire Prevention Code.

Note: The City's provision of information in the Business Impact Estimate section below, notwithstanding an applicable exemption, shall not constitute a waiver of the exemption or an admission that a business impact estimate is required by law for the proposed ordinance. The City's failure to check one or more exemptions above shall not constitute a waiver of the omitted exemption or an admission that the omitted exemption does not apply to the proposed ordinance under Section 166.041(4), Florida Statute, Sec. 166.0411, Fla. Stat., or any other relevant provision of law.

Business Impact Estimate:

1. **Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):**

This ordinance changes the land use on property purchased by the city of St. Augustine for its Conservation lands program.

2. **An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of St. Augustine, if any:**

- (a) An estimate of direct compliance costs that businesses may reasonably incur;
- (b) Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and
- (c) An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.

None

3. **Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:**

None

4. **Additional information the governing body determines may be useful (if any):**

This ordinance changes the land use on property purchased by the city of St. Augustine to bring it into compliance with the city's land use plan, and to be incorporated into the Fish Island management plan.

Ordinance 2026-05

ORDINANCE NO. 2026-05

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA AMENDING THE FUTURE LAND USE MAP (FLUM) DESIGNATION OF A TOTAL OF APPROXIMATELY 2.12 ACRES; LOCATED AT FISHERS ISLAND BETWEEN THE MATANZAS RIVER AND STATE ROAD 312 IN THE CITY OF ST. AUGUSTINE, AS MORE PARTICULARLY DESCRIBED HEREINAFTER; CHANGING APPROXIMATELY 2.12 UPLAND ACRES OF PROPERTY FROM ITS CURRENT LAND USE DESIGNATION OF RESIDENTIAL MEDIUM DENSITY/MIXED USE TO RECREATION AND OPEN SPACE; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of St. Augustine, Florida finds that all legal requirements have been met, a public hearing has been held and the Planning and Zoning Board has recommended that a parcel or parcels of property containing a total of approximately 2.12 acres of land, located at Fishers Island between the Matanzas River and State Road 312 in the City of St. Augustine more fully described herein, that approximately 2.12 upland acres of the property's Future Land Use Map (FLUM) designation should be amended from City of St. Augustine Residential Medium Density/Mixed Use to City Recreation and Open Space;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION FOR THE CITY OF ST. AUGUSTINE, FLORIDA, AS FOLLOWS:

Section 1. Amending Comprehensive Plan, Future Land Use Map. The following described property, containing approximately 2.12 acres in total commonly known as the Fish Island inholding; located at Fishers Island between the Matanzas River and State Road 312, and identified on the Future Land Use Map (FLUM) of City of St.

Augustine as Residential Medium Density/Mixed Use, is hereby amended to the city classifications of Recreation and Open Space. This property is more fully described below.

Section 2. Legal Description of Property. The following described property commonly known as the Fish Island inholding with Parcel ID #162210-0019 within the City of St. Augustine, Florida changing only the upland portion of the following described property:

**Part of Sec 29 Gov lot 3 OR5960/731 & 743 as
described by the attached warranty deed and survey
attached
PARCEL ID 1622100019**

Section 3. Authorization. The City Planning and Building Director is hereby authorized and directed to amend the Future Land Use Map (FLUM) of the City's Comprehensive Plan for the City of St. Augustine, Florida to reflect the FLUM amendments of the above-described land.

Section 4. Repeal of Conflicting Ordinances and Provisions of Comprehensive Plan. All ordinances or parts of ordinances in conflict herewith are hereby repealed. The remaining portions of said Comprehensive Plan for the City of St. Augustine, Florida and any associated ordinances which are not in conflict with the provisions of this ordinance shall remain in full force and effect.

Section 5. Severance of Invalid Provisions. If any section, subsection, sentence, clause, phrase or provision of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality

shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 6. Effective Date. This ordinance shall be effective thirty-one (31) days after adoption or, if challenged within thirty (30) days after adoption, effective upon issuance of a final order by the State Bureau of Comprehensive Planning or the Administration Commission.

PASSED by the City Commission of the City of St. Augustine, Florida, this _____ day of _____, 2026.

ATTEST: Nancy Sikes-Kline, Mayor-Commissioner

Darlene Galambos, City Clerk
(SEAL)

This Instrument Prepared By:
John D. Bailey, Jr.
Upchurch, Bailey and Upchurch, P.A.
780 North Ponce de Leon Boulevard
St. Augustine, Florida 32084
FN: 6-23-224

\$500,000.00 Purchase Price

SPECIAL WARRANTY DEED

THIS INDENTURE, made this 31 day of May, 2024, by M. GREER EDMISTON, as Successor Trustee of the Judith Zane Allen Revocable Trust u/a/d11/15/00, as amended and restated, as to an undivided fifty percent (50%) interest, and FLAGLER COLLEGE, INC., a Florida not-for-profit corporation, as to an undivided fifty percent (50%) interest (collectively, "Grantor") to CITY OF ST. AUGUSTINE, FLORIDA, a Florida municipal corporation, whose post office address is 75 King Street, St. Augustine, Florida 32084 ("Grantee").

WITNESSETH:

That Grantor, for and in consideration of the sum of Ten and No/100's Dollars (\$10.00), and other good and valuable considerations to it in hand paid by the said Grantee, the receipt whereof is hereby acknowledged, has granted, bargained and sold to the said Grantee, its successors and assigns forever, the following described land in St. Johns County, Florida, to-wit:

SEE EXHIBIT "A" ATTACHED HERETO AND BY REFERENCE MADE A PART HEREOF (THE "PROPERTY").

PARCEL IDENTIFICATION NUMBER: A portion of 162210-0010

SUBJECT TO: Those matters listed on Exhibit "B", attached hereto and by reference made a part hereof.

And Grantor does hereby warrant the title to the Property and will defend the same against the lawful claims of all persons claiming by, through or under said Grantor, its successors and assigns, and not otherwise.

IN WITNESS WHEREOF, the said Grantor has caused these presents to be duly executed on the day and year first hereinabove written.

Signed, sealed and delivered in the presence of:

Gloria M. Banta
Witness: GLORIA M. BANTA
(type/print name of witness)
Address: 186 N Ponce de Leon Blvd
St Augustine FL 32084

M. Greer Edmiston
M. Greer Edmiston, as Successor Trustee
of the Judith Zane Allen Revocable Trust
u/a/d 11/15/00, as amended and restated
17 Cordova Street
St. Augustine, Florida 32084

John D. Bailey Jr.
Witness: JOHN D. BAILEY JR.
(type/print name of witness)
Address: 780 N. PONCE DE LEON BLVD
ST. AUGUSTINE, FLA.
32084

STATE OF FLORIDA
COUNTY OF ST. JOHNS

THE FOREGOING instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 15 day of May, 2024, by M. Greer Edmiston, as Successor Trustee of the Judith Zane Allen Revocable Trust u/a/d 11/15/00, as amended and restated, as to an undivided fifty percent (50%) interest, who ☒ is personally known to me or ☐ has produced a Florida driver's license as identification.



Gloria M. Banta
Notary Public
(Name of notary, typed/stamped/printed)
My commission number: _____
My commission expires: _____

FLAGLER COLLEGE, INC., a Florida not-for profit corporation

Gloria M Banta
Witness: GLORIA M BANTA
(type/print name of witness)
Address: 180 N Ponce de Leon Blvd
St Augustine FL 32084

John D Bailey Jr
Witness: JOHN D BAILEY JR.
(type/print name of witness)
Address: 180 N Ponce de Leon Blvd
St Augustine FL 32084

By: Stacey Matthews
Name: Stacey Matthews
Its: Vice-President of Business Services and CFO
74 King Street
St. Augustine, Florida 32084

STATE OF FLORIDA
COUNTY OF ST. JOHNS

THE FOREGOING instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 31 day of May, 2024, by Stacey Matthews, as Vice-President of Business Services and CFO of Flagler College, Inc., a Florida not-for-profit corporation, on behalf of the corporation, as to an undivided fifty percent (50%) interest, who ☒ is personally known to me or ☐ has produced a Florida driver's license as identification.



Gloria M Banta
Notary Public
(Name of notary, typed/stamped/printed)
My commission number: _____
My commission expires: _____

EXHIBIT "A"
Legal Description

That part of Government Lot 3, Section 29 Township 7 South, Range 30 East, St. Johns County, Florida, better described as:

For a **POINT OF COMMENCEMENT, COMMENCE** at the Southeast Corner of Section 29, Township 7 South, Range 30 East, lying in St. Johns County, Florida; thence North 01°22'52" West, along the Easterly line of said Section 29 to the former Southerly Right-of-Way line of State Road No. 312, a distance of 1630.94 feet; thence continue North 01°22'52" West, to the current Southerly Right-of-Way line of said State Road No. 312 (a 200 foot Wide Public Right-of-Way), a distance of 58.55 feet; thence North 60°01'34" West, along said Current Southerly Right-of-Way line, departing said Easterly Section line, a distance of 1444.39 feet; thence continue North 60°01'34" West along said line Northwesterly, a distance of 577.78 feet to a point on a non-tangent curve; said curve being concave Southerly, having a radius of 1810.24 feet with an arc length of 906.77 feet, through a central angle of 28°42'00", subtended by a chord bearing of North 74°23'17" West, and a chord distance of 897.32 feet; thence along a line non-tangent to said curve, South 01°16'07" West, a distance of 25.00 feet to a point on a non-tangent curve; said curve being concave Southerly, having a radius of 1785.24 feet with an arc length of 71.33 feet, through a central angle of 02°17'22", subtended by a chord bearing of North 89°52'35" West, and a chord distance of 71.33 feet; thence along a line non-tangent to said curve, South 88°58'43" West, a distance of 285.21 feet; thence South 03°06'32" West, depart the Southerly Right-of-Way line thereof, a distance of 984.75 feet; thence South 17°34'32" East, a distance of 217.83 feet; to the **POINT OF BEGINNING**;

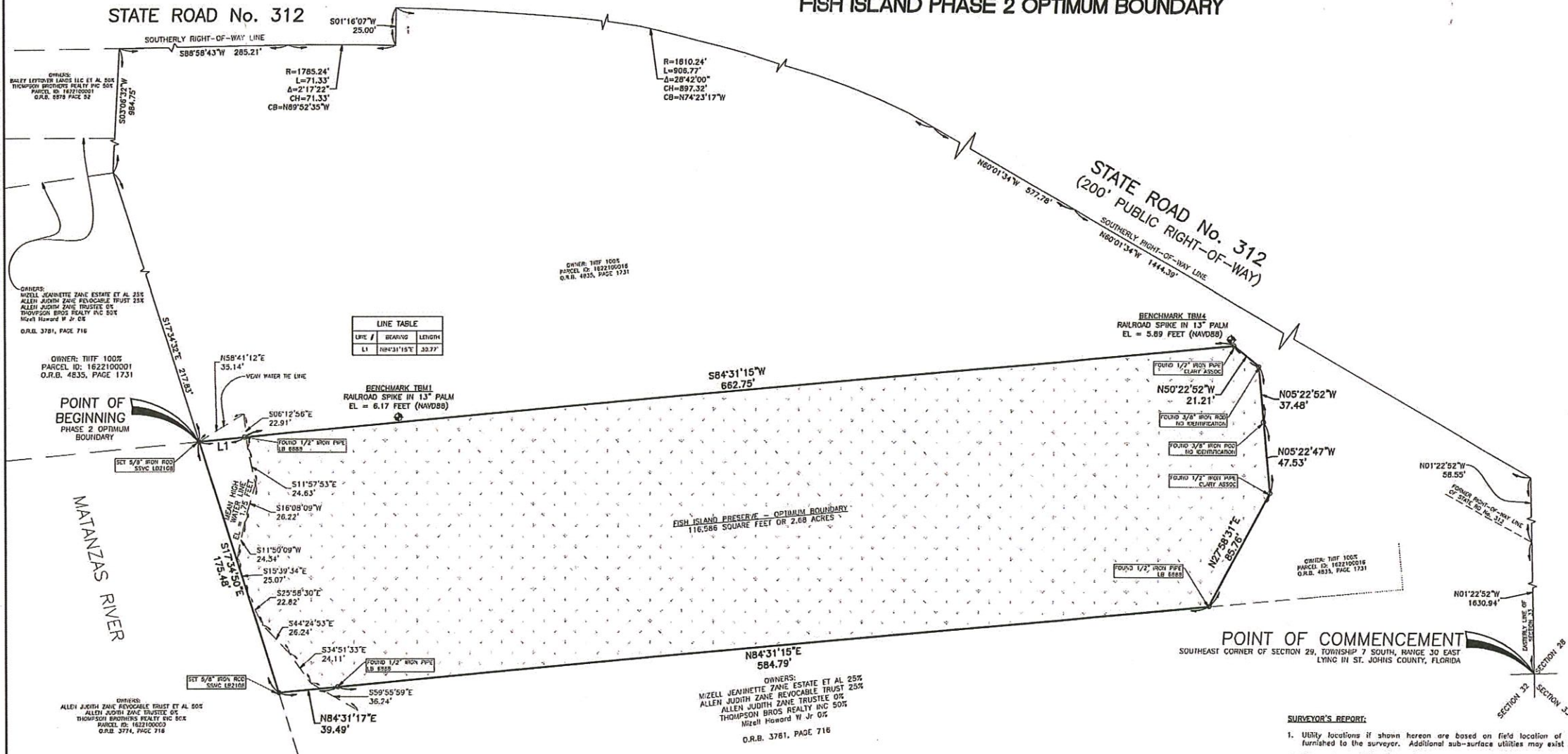
From the **POINT OF BEGINNING**, thence South 17°34'50" East, a distance of 175.48 feet; thence North 84°31'17" East, a distance of 39.49 feet; thence North 84°31'15" East, a distance of 584.79 feet; thence North 27°58'31" East, a distance of 85.76 feet; thence North 05°22'47" West, a distance of 47.53 feet; thence North 05°22'52" West, a distance of 37.48 feet; thence North 50°22'52" West, a distance of 21.21 feet; thence South 84°31'15" West, a distance of 662.75 feet; thence continue along said line Westerly, a distance of 30.77 feet to the **POINT OF BEGINNING**.

EXHIBIT "B"

1. Real estate taxes, if any, accruing subsequent to May 31, 2024.
2. Easement in favor of the City of St. Augustine recorded in Official Records Book 1837, page 867, public records of St. Johns County, Florida.
3. Any and all rights of the United States of America over artificially filled lands in what were formerly navigable waters, arising by reason of the United States of America's control over navigable waters in the interest of navigation and commerce, and any conditions contained in any permit authorizing the filling in of such areas.
4. Rights of others to use the waters of any water body extending from the Property land onto other lands.
5. Any claim that any portion of the Property is sovereign lands of the State of Florida, including submerged, filled or artificially exposed lands accreted to such land.

BOUNDARY SURVEY

FISH ISLAND PHASE 2 OPTIMUM BOUNDARY

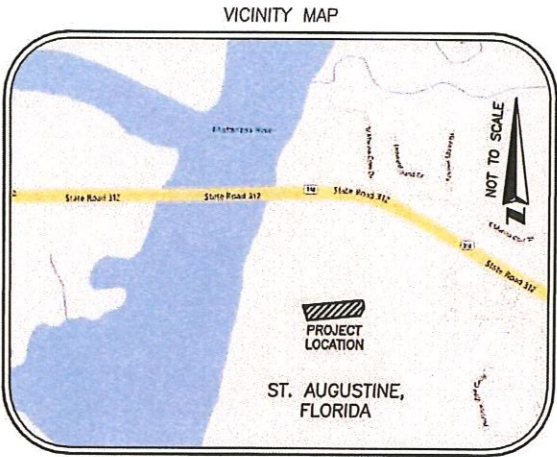


SURVEYOR'S DESCRIPTION: OPTIMUM BOUNDARY
That part of Government Lot 3, Section 29 Township 7 South, Range 30 East, St. Johns County, Florida, better described as:
For a POINT OF COMMENCEMENT, COMMENCE at the Southeast Corner of Section 29, Township 7 South, Range 30 East, lying in St. Johns County, Florida; thence North 01°22'52\"/>

- SURVEYOR'S REPORT:**
1. Utility locations if shown hereon are based on field location of markings by utility company representatives, surface features and construction plans furnished to the surveyor. Additional sub-surface utilities may exist that have not been field located.
 2. Easements or rights of way that appear on recorded plans or that have been furnished to the surveyor by others have been incorporated into this drawing with appropriate notation. Other easements may be discovered by a search of the Public Records.
 3. Minimum Horizontal Accuracy for this survey is in accordance with the STANDARDS OF PRACTICE set forth by the Board of Professional Surveyors and Mappers in Chapter 6J-17 requirements of Florida Administrative Code. The map and measurement methods used for this survey meet or exceed this requirement. The dimensions shown hereon are in United States survey feet and decimals thereof.
 4. This survey does not determine ownership of the lands shown hereon.
 5. Underground foundations, if any, have not been located.
 6. Survey map and report or the copies thereof are not valid without the original signature and seal or the electronic signature and seal of a Florida Licensed Surveyor and Mapper.
 7. The electronic signature shown hereon is in compliance with Florida Administrative Code 6J-17.062 and Florida Statute 472.025.
 8. Features shown by symbol as indicated in the legend are not to scale.
 9. Additions or deletions to survey maps or reports by other than the signing party or parties is prohibited without written consent of the signing party or parties.
 10. Bearings shown hereon are based upon Official Records Book 2203, Page 815 of the Public Records of St. Johns County, Florida with the stated Easterly Section line of Section 29, Township 7 South, Range 30 East, of said county being North 01°22'52\"/>
 11. Vertical information shown hereon refers to page 2 of 6 of a survey done by L.D. Bradley Land Surveyors dated 09/20/2019, drawing number "19288.DWG" on behalf of Florida Department of Environmental Protection and their Bureau of Survey and Mapping, TBM1 - a Railroad spike in a 13' palm tree having an elevation of 6.17 feet of the North American Vertical Datum of 1988 (NAVD88), and TBM4 - a Railroad spike in a 13' palm tree having an elevation of 5.69 feet (NAVD88).
 12. Horizontal positions for all features shown on the map are relative to North American Datum of 1983 (NAVD83), 2011 adjustment, State Plane Coordinate System, Florida East Zone.
 13. Improvements and topographic features shown hereon are limited to areas per specific instructions of the client.
 14. The above described parcel contains 116,587 square feet square feet or 2.68 acres, more or less.
 15. Adjacent property information shown hereon was not furnished to this surveyor, and was compiled using latest available data. No attempt was made by this surveyor to verify its accuracy.
 16. Based on the Federal Emergency Management Agency, Flood Insurance Rate Map (FIRM), map number 12109C0381A, map revised/dated December 7, 2018 the above described property is within Zone "AE (EL 0)".
 17. Mean high water line depicted hereon were lagged or marked by L.D. Bradley Land Surveyors on September 2019, and were field located by Southeastern Surveying & Mapping, Corp. on 03/14/2024.

Digitally signed by Thomas F Ferguson
DN: c=US, o=Ferguson, dnQualifier=A01410C0000017A34FD32C70000442
E, cn=Thomas F Ferguson
Date: 2024.05.13 11:43:15 -04'00'

- LEGEND & ABBREVIATIONS:**
- = IRON PIPE
 - = IRON ROD
 - ⊕ = BENCHMARK
 - EL = ELEVATION
 - NAVD = NORTH AMERICAN VERTICAL DATUM
 - ORB = OFFICIAL RECORDS BOOK
 - PG(S) = PAGE(S)
 - L = LENGTH
 - R = RADIUS
 - Δ = DELTA
 - CH = CHORD
 - CB = CHORD BEARING
 - LB = LICENSED BUSINESS
 - SSMC = SOUTHEASTERN SURVEYING & MAPPING CORPORATION



SOUTHEASTERN SURVEYING AND MAPPING CORPORATION
8641 Bayline Road, Suite 5
Jacksonville, FL 32256
(904) 727-5900
e-mail: info@southeasternsurveying.com
Certification Number 182108

REVISION DATE	REVISION	BY
2/4/2024	Updated Certifications	JFA
2/5/2024	Correction to Government Lot Number	JFA

Boundary Survey	ST. Johns County, Florida	Optimum Boundary - Fish Island Preserve
Project	March 26th, 2024	Scale: 1" = 40'

DRAWING NUMBER	70668002
SHEET NUMBER	1 OF 1

Planning and Zoning Board (PZB)

October 7, 2025, Staff Report



Planning and Zoning Board

Planning Division Staff Report
Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
September 2, 2025	10.b	PZB2025-0067
Request	Address	Parcel ID
Land Use Plan Map Amendment & Rezoning	SR 312	162210-0019
		[LINK TO ST. JOHNS COUNTY PROPERTY APPRAISER'S WEBSITE]

Site & Background Information

Applicant:	Amy Skinner c/o City of St. Augustine
Owner:	City of St. Augustine
Property Class: (St. Johns County Property Appraiser)	8900 – Municipally Owned
Future Land Use Designation:	Residential Medium Density/Mixed Use
Zoning Designation:	Residential and General Office A: RGO-A [LINK TO CODE SECTION]
Acreage:	2.67
Neighborhood:	N/A
Archaeological Zone:	N/A

Request Summary

This application is a request to amend the City's Comprehensive Plan Land Use map and rezone approximately 2.12 upland acres of property in the vicinity of SR 312 along the Matanzas River.

The requested land use plan map amendment is to change approximately 2.12 upland acres from Residential Medium Density/Mixed Use to Recreation and Open Space and also rezone from Residential and General Office A: RGO-A to a compatible Government Use: GU zoning designation.

This property was purchased by the City of St. Augustine to complete the public ownership of the property associated with the Fish Island purchase. This property had been held by the previous owner and was not part of the original State purchase of the property. By the city purchasing this property it allows the city to incorporate this property and all of the associated property into the Fish Island Management Plan.

Staff Analysis of Request and Consistency with the City of St. Augustine's Comprehensive Plan 2040

Goal, Policy, or Objective	Staff Analysis
Future Land Use Element [LINK TO DOCUMENT]	
Policy 6.4.6 Residential Medium Density Mixed Use This district is intended to apply to those neighborhoods designated for mixed residential and commercial uses so as to create a medium intensity residential and medium intensity commercial mix of uses. A maximum of fifty percent (50%) of the Residential Medium Density Mixed Use land use designation shall be allocated for nonresidential uses. Nonresidential uses shall be limited to low intensity industrial (light manufacturing, processing, packaging and fabricating), medium intensity commercial, public and institutional uses including schools consistent with the Public Schools Facilities Element, recreation and Open Land (Conservation) as appropriate. Low intensity industrial uses shall not be permitted near public schools unless a trade or technical school. For Residential Uses a maximum of 16 units per acre; public and institutional uses are limited to the density and intensity of the most restrictive adjacent land use. To encourage mixed use developments: • Residential uses shall occupy a minimum of 40% and a maximum of 75% of the development area, unless otherwise approved by the PZB. • Commercial uses shall occupy a minimum of 35% and a maximum of 50% of the development area, unless otherwise approved by the PZB.	The Residential Medium Density Mixed Use future land use designation is the current designation for the 2.12 landward acres of the approximately 2.67-acre property.

Policy 6.7.3 Recreation/Open Space Lands public or private devoted to and operated for recreational uses, such as parks, sports fields, and historic sites, but not commercial business or commercial tourist attractions. The density and intensity will adhere to the most restrictive adjacent land use designation.	The Recreation/Open Space future land use designation is the requested designation for the approximately 2.12 landward acres of the approximately 2.67-acre property.
Policy 6.7.3.1 The recreational land use category is intended to accommodate existing public parks and recreation areas as well as committed public parks.	
Policy 6.8.1.1 The City shall initiate a land use plan amendment after purchase and/or development by the government entity. (Adopted June 2011, Ord. No. 2011-02)	This city policy requires a land use plan amendment after the purchase of a property by a government entity.
Historic Preservation Element [LINK TO DOCUMENT]	
Conservation and Coastal Management Element [LINK TO DOCUMENT]	
Recreation and Open Space Element [LINK TO DOCUMENT]	
Transportation and Mobility Element [LINK TO DOCUMENT]	
Housing Element [LINK TO DOCUMENT]	
Infrastructure Element [LINK TO DOCUMENT]	

Staff Analysis of Request and Applicable Sections form the City of St. Augustine's Code of Ordinances

Based on Sec. 28-30 of the City's Code, the land use plan and land use map established by the comprehensive plan may also be amended and the zoning atlas may from time to time be revised by the rezoning of land as provided in this section. [[LINK TO CODE SECTION](#)]

Proposals to amend the city's land use map and zoning atlas shall be submitted in writing, accompanied by all pertinent information which may be required for proper consideration of the matter. The Planning and Zoning Board (PZB) is required to review these types of requests and provide a report and recommendations to the city commission. At a minimum, the PZB shall show that they studied and considered the need and justification for the change, the relationship of the proposed amendment and rezoning to the city's general planning program and such comprehensive plans, and consistency with the comprehensive plan. Below is the code language for the Government use district: GU, requested as part of the rezoning request.

Sec. 28-266. - Government use district: GU.

Intent. It is the intent of this division that certain lands, which are owned by federal, state or local government and are used for a purpose which is particularly and peculiarly related to governmental functions, shall be placed in a government use—GU district. Any lawful governmental activity is permitted upon such lands without restriction so long as the title to the land is vested in the government. Provided, however, that as to lands the title of which is vested with the government but leased to private persons, firms or corporations, such lands may be used for any private lawful purpose specifically authorized by the lease agreement under which the tenant holds possession. Any lands in a GU district which are converted to private ownership shall be rezoned to a district other than GU as lands in the GU district are restricted exclusively to governmental functions. This provision shall not, however, be deemed to prevent the use by any government of lands located in districts other than GU, provided such use is in compliance with all provisions of this chapter applicable to such other districts.

Staff Recommendation

Based on Sec. 28-30 staff finds that the Board may make a **POSITIVE RECOMMENDATION** to the city commission to amend the future land use plan map to change the future land use of approximately 2.12 acres of upland from Residential Medium Density/Mixed Use to Recreation and Open Space.

In addition, staff finds that the Board may make a **POSITIVE RECOMMENDATION** to the city commission to rezone the approximately 2.12-acre upland portion from Residential and General Office A: RGO-A to a compatible Government Use: GU zoning designation.

The required Board report as part of a potential positive recommendation could include that the Board has studied and considered:

- (1) The need and justification for the change stems from the fact that the city now owns the land described above and intends for it to be used for public and conservation purposes.
- (2) The positive relationship of the proposed amendment and rezoning to the city's general planning program through the 2025 Vision Plan's objective to conserve natural resources and ecosystems as part of enhancing the city's resiliency and the mission of the city's land Conservation Program which is to acquire, improve, and manage lands that protect the City's natural and cultural resources, and improve the community's health and resiliency.
- (3) This request and proposal's consistency with the comprehensive plan as analyzed, documented, and found above in this report.

Attachments

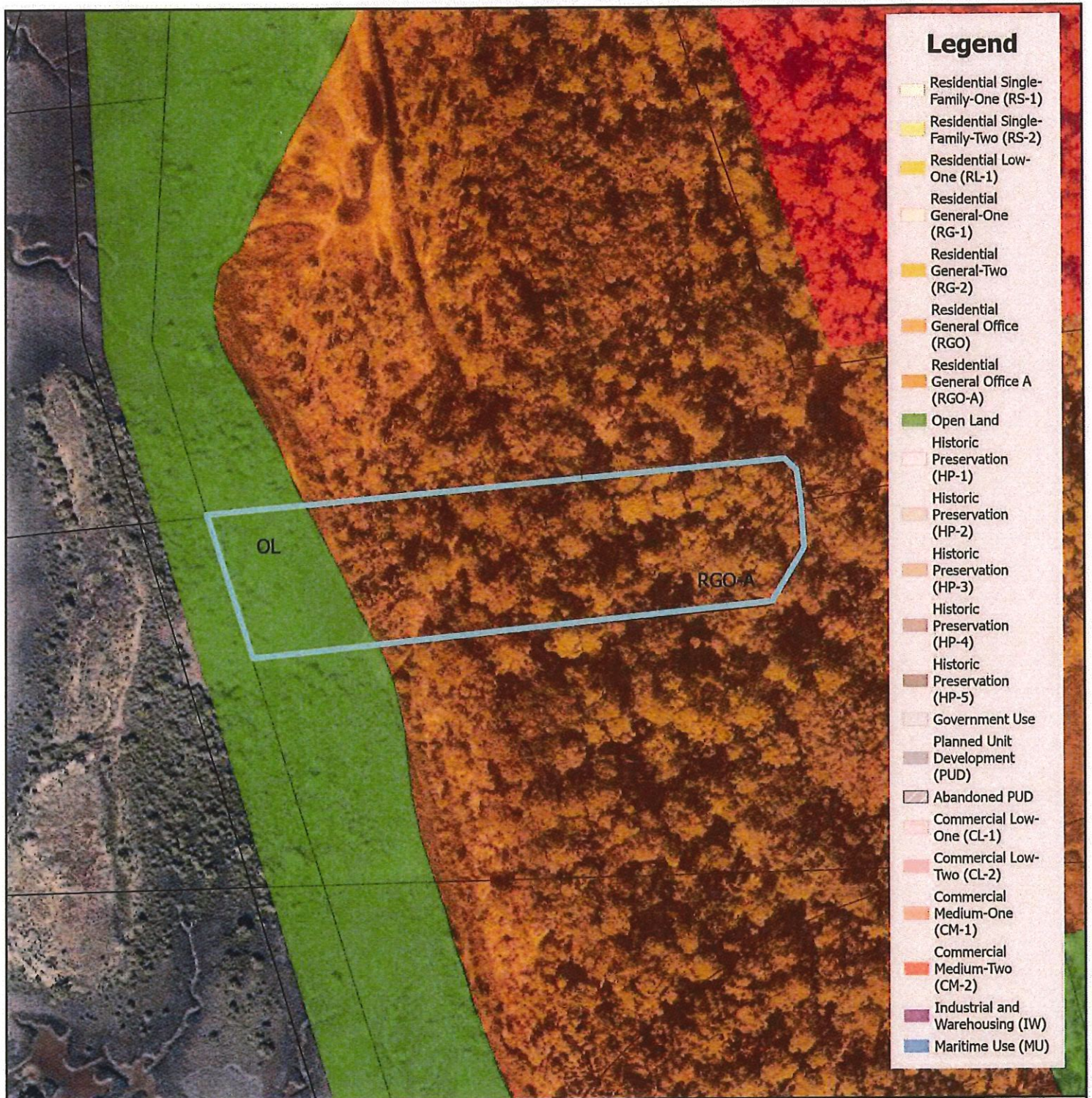
1. Site Maps & Photos
2. Application
3. St. Johns County Property Appraiser Report

Staff Report prepared by:

Jacob Fredriksson, CNU-A
Planning Manager
Planning and Building Department

Attachment 1:

Site Maps & Photos

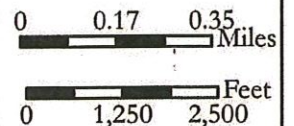


Zoning Map

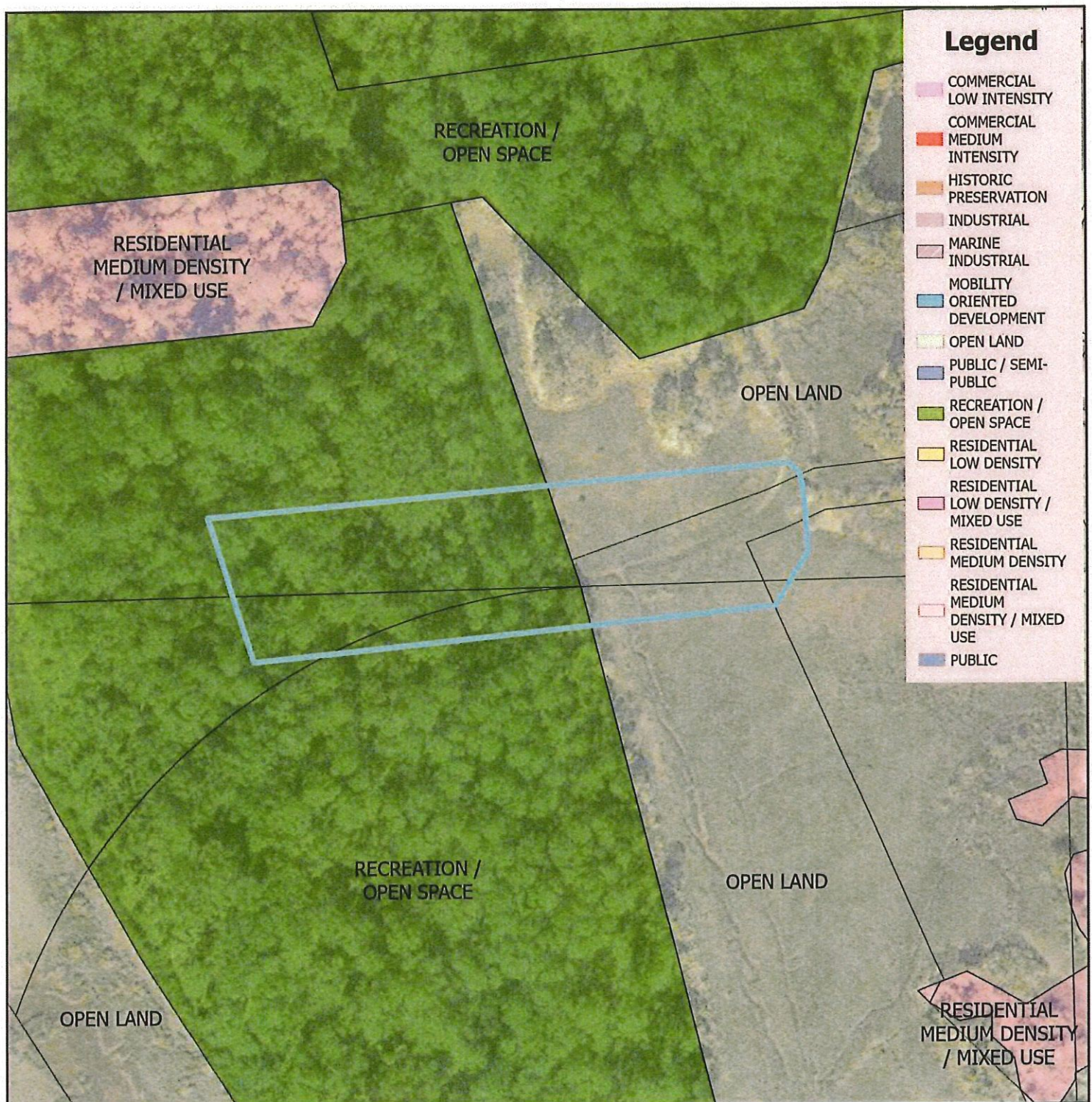
City of St. Augustine
Planning, Zoning, & Building Department
P.O. Box 210, St. Augustine, FL 32085
Phone: (904) 825-1065

DISCLAIMER
This map is for reference only. Data provided are derived from multiple sources with varying levels of accuracy. The City of St. Augustine disclaims all responsibility for the accuracy or completeness of the data shown hereon.

2025



Coordinate System: NAD 1983 StatePlane Florida East FIPS 0901 Feet



Legend

- COMMERCIAL LOW INTENSITY
- COMMERCIAL MEDIUM INTENSITY
- HISTORIC PRESERVATION
- INDUSTRIAL
- MARINE INDUSTRIAL
- MOBILITY ORIENTED DEVELOPMENT
- OPEN LAND
- PUBLIC / SEMI-PUBLIC
- RECREATION / OPEN SPACE
- RESIDENTIAL LOW DENSITY
- RESIDENTIAL LOW DENSITY / MIXED USE
- RESIDENTIAL MEDIUM DENSITY
- RESIDENTIAL MEDIUM DENSITY / MIXED USE
- PUBLIC



Future Land Use Map

City of St. Augustine
Planning, Zoning, & Building Department
P.O. Box 210, St. Augustine, FL 32085
Phone: (904) 825-1065

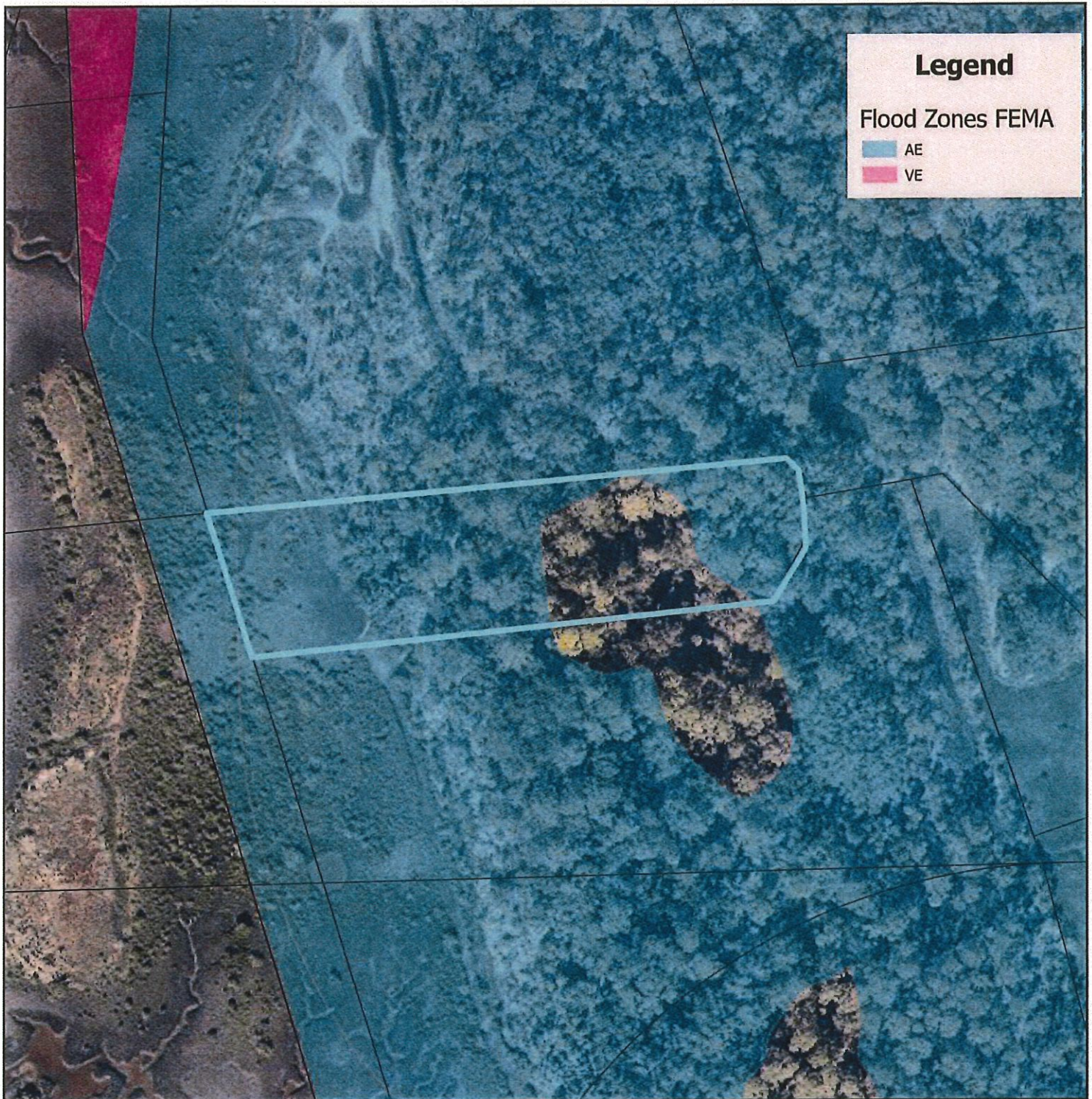
DISCLAIMER
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2025



0 0.17 0.35 Miles
0 1,250 2,500 Feet

Coordinate System: NAD 1983 StatePlane Florida East FIPS 0901 Feet



Legend

Flood Zones FEMA

AE

VE



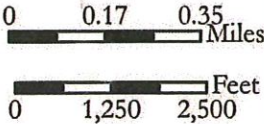
FEMA Flood Zone Map



City of St. Augustine
 Planning, Zoning, & Building Department
 P.O. Box 210, St. Augustine, FL 32085
 Phone: (904) 825-1065

DISCLAIMER
 This map is for reference only. Data provided are derived from multiple sources with varying levels of accuracy. The City of St. Augustine disclaims all responsibility for the accuracy or completeness of the data shown hereon.

2025



Coordinate System: NAD 1983 StatePlane Florida East FIPS 0901 Feet



© All EagleView Technology Corporation

Attachment 2: Application



CITY OF ST AUGUSTINE APPLICATION TO PLANNING AND ZONING BOARD

Application Fee: _____ (plus advertising costs) Project Number: _____

Receipt Number: _____ Meeting Date: _____

Advertising Costs: \$ _____ Paid On: _____ Receipt Number: _____

1. NAME OF APPLICANT: Amy Skinner Contact Number: 904-209-4320

Business (if applicable): City of St. Augustine

Address: 75 King St City: St. Augustine State: FL Zip: 32084

E-Mail Address: askinner@citystaug.com

2. NAME OF PROPERTY OWNER: City of St. Augustine Contact Number: _____

Business (if applicable): _____

Address: _____ City: _____ State: _____ Zip: _____

E-Mail Address: _____

3. LEGAL DESCRIPTION OF PROJECT PROPERTY:

Lot: See attached Block: See attached

Subdivision: N/A Parcel Number: 1622100019

4. PROJECT STREET ADDRESS: SR 312

5. SPECIFIC PROPOSED USE: Conservation / Recreation

6. ACTION REQUESTED:

☐ Conservation Zone Development ☐ Appeal of Staff Determination

☐ Exception ☒ Land Use Plan Amendment

☐ Variance ☒ Rezoning

☐ Other: _____

7. DESCRIPTION OF ACTION REQUESTED: Total of approximately 2.12 upland acres changing from Residential Medium Density/Mixed

Use future land use to Recreation and Open Space and changing zoning from Residential General Office A (RGO-A) to Government Use (GU).

8. JUSTIFICATION FOR ACTION REQUESTED: City purchased the property as part of the conservation lands program.

9. IF APPLYING FOR A VARIANCE, PLEASE COMPLETE THE FOLLOWING AND EXPLAIN THE SITUATION FULLY ALONG WITH PROVIDING DOCUMENTATION:

(a) Does the property because of size, shape, topography or other physical conditions, suffer singular disadvantage, which disadvantage does not apply to other properties in the vicinity: _____

(b) Can you establish that this disadvantage causes the owner to be unable to make reasonable use of the affected property: _____

(c) Can you establish that this disadvantage does not exist because of conditions created by the owner or applicant: _____

(d) Can you establish that granting of the variance will not be contrary to the public interest; will not adversely affect other property in the vicinity; and will be in harmony with the spirit, intent and purpose of this Section: _____

10. PREVIOUS APPPLICATIONS:

Has any application been submitted to the Planning & Zoning Board concerning any part of the subject property within the past year?

☐ Yes ☐ No If yes, please give date and final disposition below.

11. AGREEMENT:

In filing this application, I understand that it becomes a part of Public Record of the City of St. Augustine and hereby certify that all information contained herein is accurate to the best of my knowledge.

Application must be signed by both applicant and property owner if different. Letter of authorization must be submitted in absence of the property owner's signature or where an authorized agent signs in lieu of either property owner or applicant.

Florida Statute 286.0105 states that a person appealing any decision by this board at any meeting regarding this application may need a verbatim record of the proceedings which includes testimony and evidence upon which the appeal is to be based.

IMPORTANT NOTICE: When the hearing date has been set and a legal notice has been published or posted, the applicant must be prepared to present the request at the scheduled hearing date. If the applicant requests a continuance, the decision to grant or deny the request for continuance will be decided by a vote of the Board at the scheduled hearing date. The applicant, or a duly authorized representative with authority to bind, should be present at the scheduled hearing date to answer questions from the board regarding the application. If the board votes to deny the request for a continuance, the hearing on the application will go forward, whether or not the applicant is present, and could result in a denial of the application if the Board finds that the application and supporting documents submitted prior to the meeting do not meet the criteria of the Code.

Amy McClure Skinner

Digitally signed by Amy McClure Skinner

Date: 2025.08.13 11:10:28 -04'00'

Signature of Applicant

Date

Amy McClure Skinner

Digitally signed by Amy McClure Skinner

Date: 2025.08.13 11:10:44 -04'00'

Signature of Property Owner

Date



**CITY OF ST. AUGUSTINE
DEVELOPMENT PERMIT APPLICANT WAIVER**

The applicant acknowledges and agrees to waive the limitation of three requests for additional information by the City of St. Augustine, pursuant to Chapter 166.033, Florida Statutes.

The applicant acknowledges and agrees that the City offers weekly Friday Review development review meetings, as well as, department specific applicant meetings with its reviewing staff at any point in the application process to attempt to resolve outstanding issues. The applicant is responsible for scheduling any requested meetings with City staff directly.

The applicant acknowledges and agrees that if after three unresolved submittals the applicant elects to proceed with final approval or denial proceedings, the applicant must request so in writing to the City.

Amy Skinner

Print name of applicant

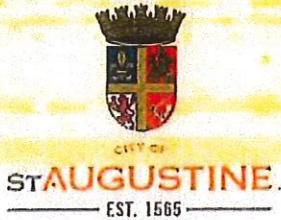
Amy McClure
Skinner

Digitally signed by
Amy McClure Skinner
Date: 2025.08.13
11:11:04 -04'00'

Signature of applicant

08/13/2025

Date



Owner's Authorization For Agent

Amy Skinner is/are hereby authorized TO ACT ON BEHALF
OF City of St. Augustine, the owner(s) of those lands described within
☒ the attached application, or ☐ described within the previously filed
Application number: _____, and as described in the attached deed or
other such proof of ownership as may be required, in applying to the City
of St. Augustine's Planning & Zoning Board, located at:

Amy McClure
BY: Skinner
Signature of Owner
Amy McClure Skinner
Print Name of Owner
904-209-4320
Telephone Number

Digitally signed by Amy
McClure Skinner
Date: 2025.08.13
11:11:43 -04'00'

State of _____

County of _____

Signed and sworn before me on this _____ day of _____, 20__.

By _____

Identification verified:

Oath sworn: _____ Yes _____ No

Notary Signature: _____

My Commission expires: _____

PZB APPLICATION FEE SCHEDULE

Planning and Zoning Board fees are set by Resolution 2021-38 as follows:

Description of Work	Fee Amount
Rezoning: small scale	\$300.00 + ads & notices
Rezoning: large scale	\$1,000.00 + ads & notices
Land Use Plan Amendment: small scale	\$400.00 + ads & notices
Land Use Plan Amendment: large scale	\$1,400.00 + ads & notices
Planned Unit Development	\$400.00 or \$35.00/acre, whichever is greater, \$1,400 max + ads & notices
Zoning Variance	\$350.00 + ads & notices
Zoning Exception	\$250.00 + ads & notices
Conservation Overlay Zone Development	\$165.00 + ads & notices
Significant Tree Removal or Appeal of Tree Removal Permit Denial	\$165.00 + ads & notices
Appeal of Staff Determination	\$200.00 + ads & notices
Application to Amend Zoning Code	\$600.00 + ads & notices
Subdivision Plat Review	\$275.00 + ads, notices & additional associated costs

"Note: The cost of newspaper advertisement and all notices to surrounding property owners will be assessed by the city, paid by the city and reimbursed by the applicant. All advertising costs must be paid prior to issuance of a development permit.

The applicant shall reimburse the City the mailing cost for all notices and for any subsequent hearings requiring re-notice as a result of the applicant postponing or re-scheduling of any hearing."

If a Credit Card Authorization Form is used for the payment of fees, the City will maintain the form and automatically charge additional advertising and noticing fees, once determined, to the credit-card account submitted.

By signing below, I acknowledge responsibility for both the initial application fee and any subsequent costs associated with legal advertising and/or noticing and understand that permits associated with my application may not be issued until such fees are paid.

I authorize the Planning and Building Department to maintain my payment information until a final cost for advertising and/or noticing is determined and charged. If a payment method other than Credit Card Authorization Form is used, I understand that I will be sent an invoice for the costs of advertising/noticing which must be paid prior to the issuance of any development permit related to my application. I am aware that I can request a copy of these fees and my receipt from Building Department Staff.

Project Address: SR 312

Applicant's Name: Amy Skinner Applicant's Signature: Amy McClure Skinner Digitally signed by Amy McClure Skinner
Date: 2025.08.13 11:12:19 -04'00'

Owner's Name: Amy Skinner Owner's Signature: Amy McClure Skinner Digitally signed by Amy McClure Skinner
Date: 2025.08.13 11:12:37 -04'00'

Attachment 3:
St. Johns County Property Appraiser
Report

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](#)

Summary

Parcel ID	1622100019	
Location Address	STATE ROAD 312	No Image Available
	SAINT AUGUSTINE 32080-0000	
Neighborhood	M&B Inlet to 312 east ICW area (6620)	
Tax Description*	3-1M PART OF SEC 29 GOV LOT 3 OR 5960/731 & 743	
	<i>*The Description above is not to be used on legal documents.</i>	
Property Use Code	Municipally Owned (8900)	
Subdivision	N/A	
Sec/Twp/Rng	29-7-30	
District	City of St Augustine (District 452)	
Millage Rate	18.72	
Acreage	2.670	
Homestead	N	

Owner Information

Owner Name	City Of St Augustine 100%
Mailing Address	75 KING ST
	SAINT AUGUSTINE, FL 32084-0000

Exemption Information

Exemption Type	Status	Amount
City		\$472,642

Map



Valuation Information

Assessed Year	2025
Building Value	\$0.00
Extra Features Value	\$0.00
Total Land Value	\$472,642.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
Just Market	\$472,642.00
Total Deferred	\$0.00
Assessed Value	\$472,642.00
Total Exemptions	\$472,642.00
Taxable Value	\$0.00

Values listed are from our working tax roll and are subject to change. Exemption and taxable values shown reflect County-level assessment.

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2024	\$0	\$0	\$0	\$0

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Municipally Owned	0	0	2.1	AC	\$472,500
Marshes & Tidal Lands	0	0	0.57	AC	\$142

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
6/3/2024	5/31/2024	\$500,000.00	WARRANTY DEED	5960	743	U	V	FLAGLER COLLEGE INC ET AL	CITY OF ST AUGUSTINE
6/3/2024	5/31/2024	\$100.00	WARRANTY DEED	5960	731	U	V	THOMPSON BROS REALTY INC	FLAGLER COLLEGE INC

No data available for the following modules: 2024 TRIM Notice, 2023 TRIM Notice, Building Information, Sketch Information, Extra Feature Information.

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.
[User Privacy Policy](#) | [GDPR Privacy Notice](#)
 Last Data Upload: 8/12/2025, 11:53:03 PM

Contact Us

Developed by
 SCHNEIDER
 GEOSPATIAL

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: David Birchim, AICP
City Manager

DATE: January 28, 2026

RE: **Ordinance 2026-06 – Amending the Zoning Designation of Approximately 2.12 acres at Fishers Island between the Matanzas River and State Road 312 commonly known as Fish Island Inholding – Second Reading and Public Hearing**

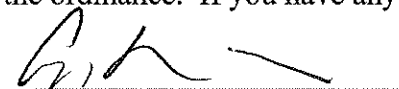
The property at Fishers Island between the Matanzas River and State Road 312 commonly known as the Fish Island Inholding is approximately 2.68 acres. The property was recently purchased by the city as part of its Conservation Program. The upland vacant property is approximately 2.12 acres. The waterward 0.56 acres is already designated Open Land (OL). The surrounding property is included in the Fish Island preserve area. This property is now owned by the City of St. Augustine and will be incorporated into the city's conservation lands program including the development of a management plan.

The city's Future Land Use Map (FLUM) designates Residential Medium Density/Mixed Use as the land use category for this property. The city has also requested to change the land use to the consistent category for this rezoning request. The application is to rezone the upland portion of the property to Government Use (GU), which is consistent with the proposed land use categories.

On September 2, 2025, the Planning and Zoning Board (PZB) made a positive recommendation to amend the zoning of this property as noted above. The City Commission reviewed and passed this ordinance on First Reading at their January 26, 2026, meeting.

Attached you will find the Ordinance, and a map illustrating the existing zoning. The packet of information provided to the PZB is included with the land use plan amendment material.

Please place Ordinance 2026-06 on the City Commission February 9, 2026, agenda for second reading and public hearing. Also attached is the required Business Impact Statement for the ordinance. If you have any questions, please let me know.



Amy McClure Skinner, AICP
Director, Planning and Building Department

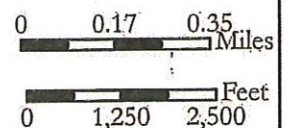


Zoning Map

City of St. Augustine
Planning, Zoning, & Building Department
P.O. Box 210, St. Augustine, FL 32085
Phone: (904) 825-1065

DISCLAIMER
This map is for reference only. Data provided are derived from multiple sources with varying levels of accuracy. The City of St. Augustine disclaims all responsibility for the accuracy or completeness of the data shown hereon.

2025



Coordinate System: NAD 1983 StatePlane Florida East FIPS 0901 Feet



Business Impact Estimate Form

This Business Impact Estimate Form is provided to document compliance with and exemption from the requirements of section 166.041(4), Florida Statutes. If one or more boxes are checked below under "Applicable Exemptions", this indicates that the City has determined that Sec. 166.041(4), Fla. Stat., does not apply to the proposed ordinance and that a business impact estimate is not required by law. If no exemption is identified, a business impact estimate required by section 166.041(4), Florida Statute will be provided in the "Business Impact Estimate" section below.

Proposed Ordinance Title/Reference:

Ordinance No.

ORDINANCE NO. 2026-06

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA REZONING A TOTAL OF APPROXIMATELY 2.12 ACRES, LOCATED AT FISHERS ISLAND BETWEEN THE MATANZAS RIVER AND STATE ROAD 312 IN THE CITY OF ST. AUGUSTINE, AS MORE PARTICULARLY DESCRIBED HEREINAFTER; REZONING APPROXIMATELY 2.12 UPLAND ACRES FROM ITS CURRENT CLASSIFICATION OF RESIDENTIAL AND GENERAL OFFICE A (RGO-A) TO THE CITY CLASSIFICATION OF GOVERNMENT USE (GU), PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

Applicable Exemptions:

- ☒ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant, or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - ☐ Development orders and development permits, as those terms are defined in s. 163.3164, and, development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243, Florida Statutes;
 - ☐ Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality;
 - ☐ Sections 190.005 and 190.046, relating to statutory Community Development Districts;
 - ☐ Section 553.73, relating to the Florida Building Code; or
 - ☐ Section 633.202, relating to the Florida Fire Prevention Code.

Note: The City's provision of information in the Business Impact Estimate section below, notwithstanding an applicable exemption, shall not constitute a waiver of the exemption or an admission that a business impact estimate is required by law for the proposed ordinance. The City's failure to check one or more exemptions above shall not constitute a waiver of the omitted exemption or an admission that the omitted exemption does not apply to the proposed ordinance under Section 166.041(4), Florida Statute, Sec. 166.0411, Fla. Stat., or any other relevant provision of law.

Business Impact Estimate:

1. **Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):**

This ordinance changes the zoning on property purchased by the city of St. Augustine for its Conservation lands program.

2. **An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of St. Augustine, if any:**
 - (a) **An estimate of direct compliance costs that businesses may reasonably incur;**
 - (b) **Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and**
 - (c) **An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.**

None

3. **Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:**

None

4. **Additional information the governing body determines may be useful (if any):**

This ordinance changes the zoning on property purchased by the city of St. Augustine to bring it into compliance with the city's land use plan, and to be incorporated into the Fish Island management plan.

Ordinance 2026-06

ORDINANCE NO. 2026-06

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA REZONING A TOTAL OF APPROXIMATELY 2.12 ACRES; LOCATED AT FISHERS ISLAND BETWEEN THE MATANZAS RIVER AND STATE ROAD 312 IN THE CITY OF ST. AUGUSTINE, AS MORE PARTICULARLY DESCRIBED HEREINAFTER; REZONING APPROXIMATELY 2.12 UPLAND ACRES FROM ITS CURRENT CLASSIFICATION OF RESIDENTIAL AND GENERAL OFFICE A (RGO-A) TO THE CITY CLASSIFICATION OF GOVERNMENT USE (GU), PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of St. Augustine, Florida finds that all legal requirements have been met, a public hearing has been held and the Planning and Zoning Board has recommended that property identified by the referenced legal description as containing a total of approximately 2.12 acres of land, located at Fishers Island between the Matanzas River and State Road 312; being more fully described herein, should be rezoned;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION FOR THE CITY OF ST. AUGUSTINE, FLORIDA, AS FOLLOWS:

Section 1. The following described property, containing a total of approximately 2.12 acres of land, located at Fishers Island between the Matanzas River and State Road 312 within the City of St. Augustine, and identified by the referenced legal description, is hereby rezoned as described herein; rezoning approximately 2.12 upland acres from its current classification of Residential and General Office A (RGO-A) to the city classification of Government Use (GU).

Section 2. Legal Description of Property. The following described property commonly known as the Fish Island inholding with Parcel ID #162210-0019 within the City of St. Augustine, Florida changing only the upland portion of the following described property:

**Part of Sec 29 Gov lot 3 OR5960/731 & 743 as
described by the attached warranty deed and survey
attached
PARCEL ID 1622100019**

Section 3. Authorization. The City Planning and Building Director is hereby authorized and directed to change the Zoning Atlas for the City of St. Augustine, Florida to reflect the rezonings of the above-described land.

Section 4. Repeal of Conflicting Ordinances and Provisions of Comprehensive Plan. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 5. Severance of Invalid Provisions. If any section, subsection, sentence, clause, phrase or provision of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 6. Effective Date. This ordinance shall be effective thirty-one (31) days after adoption in conjunction with Ordinance No. 2026-05 or, if Ordinance No. 2026-05 is challenged within thirty (30) days after adoption, effective upon issuance of a final order by the State Bureau of Comprehensive Planning or the Administration Commission.

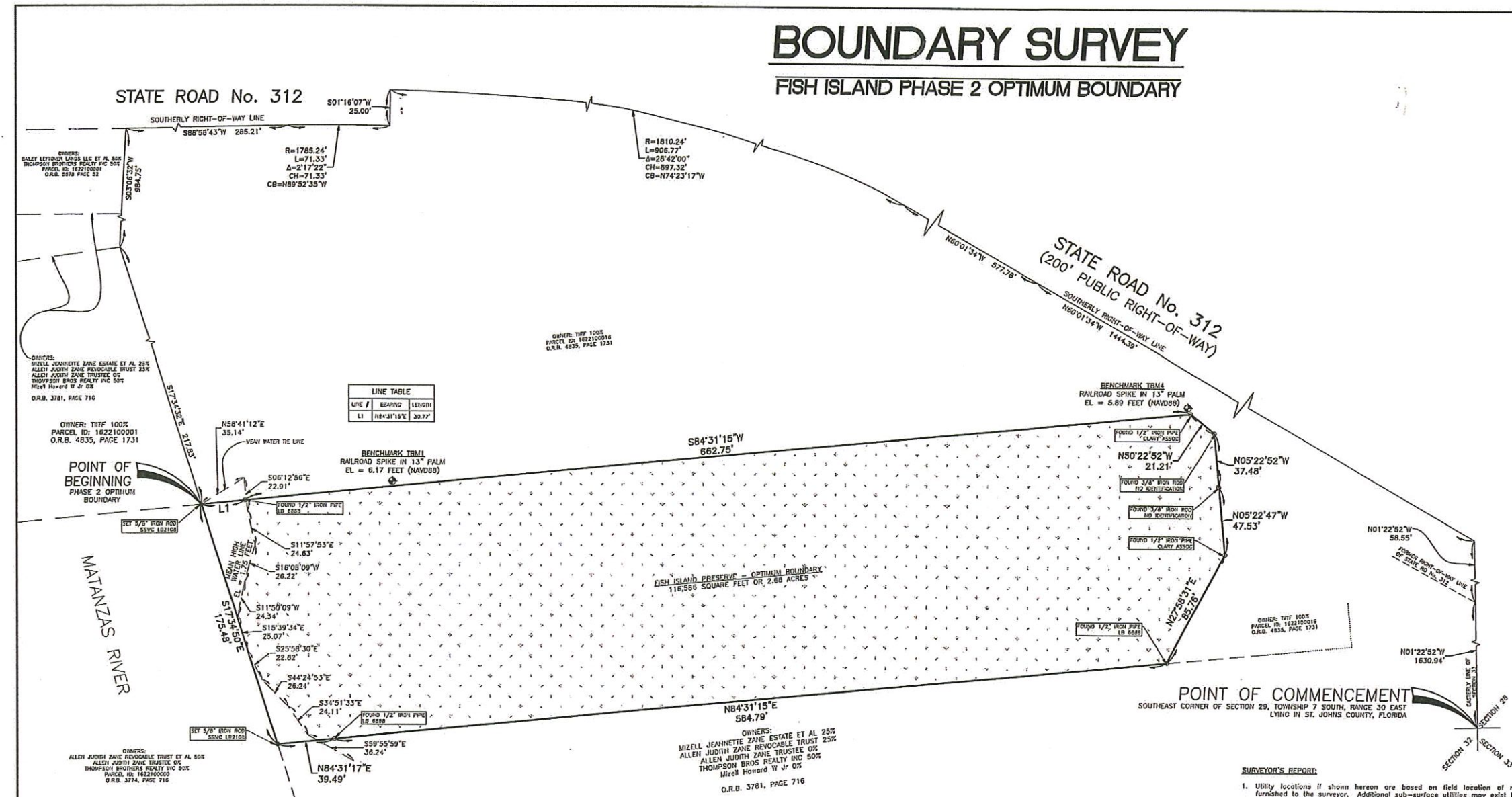
PASSED by the City Commission of the City of St. Augustine, Florida, this _____ day of _____, 2026.

ATTEST: Nancy Sikes-Kline, Mayor-Commissioner

Darlene Galambos, City Clerk
(SEAL)

BOUNDARY SURVEY

FISH ISLAND PHASE 2 OPTIMUM BOUNDARY



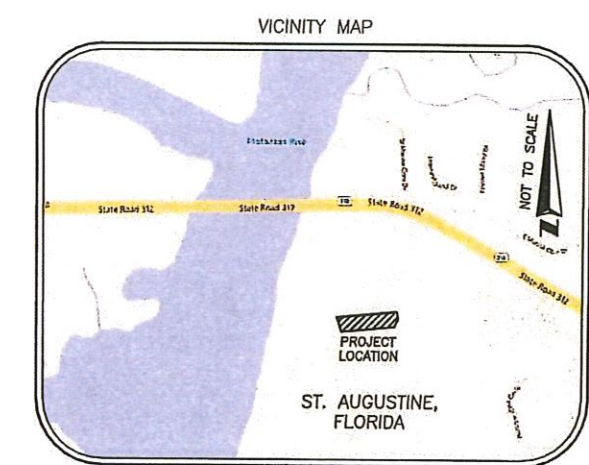
SURVEYOR'S DESCRIPTION: OPTIMUM BOUNDARY
That part of Government Lot 3, Section 29 Township 7 South, Range 30 East, St. Johns County, Florida, better described as:

For a POINT OF COMMENCEMENT, COMMENCE at the Southeast Corner of Section 29, Township 7 South, Range 30 East, lying in St. Johns County, Florida; thence North 01°22'52" West, along the Easterly line of said Section 29 to the former Southerly Right-of-Way line of State Road No. 312, a distance of 1630.94 feet; thence continue North 01°22'52" West, to the current Southerly Right-of-Way line of said State Road No. 312 (a 200 foot Wide Public Right-of-Way), a distance of 58.55 feet; thence North 60°01'34" West, along said Current Southerly Right-of-Way line, departing said Easterly Section line, a distance of 1444.39 feet; thence continue North 60°01'34" West along said line Northwesterly, a distance of 577.78 feet to a point on a non-tangent curve, said curve being concave Southerly, having a radius of 1810.24 feet with an arc length of 906.77 feet, through a central angle of 28°42'00", subtended by a chord bearing of North 74°23'17" West, and a chord distance of 897.32 feet; thence along a line non-tangent to said curve, South 01°16'07" West, a distance of 25.00 feet to a point on a non-tangent curve; said curve being concave Southerly, having a radius of 1785.24 feet with an arc length of 71.33 feet, through a central angle of 02°17'22", subtended by a chord bearing of North 89°52'35" West, and a chord distance of 71.33 feet; thence along a line non-tangent to said curve, South 85°58'43" West, a distance of 285.21 feet; thence South 03°03'12" West, depart the Southerly Right-of-Way line thereof, a distance of 984.75 feet; thence South 17°34'32" East, a distance of 217.83 feet; to the POINT OF BEGINNING;

From the POINT OF BEGINNING, thence South 17°34'50" East, a distance of 174.48 feet; thence North 84°31'15" East, a distance of 584.79 feet; thence North 84°31'15" East, a distance of 584.79 feet; thence North 27°58'31" East, a distance of 85.76 feet; thence North 05°22'47" West, a distance of 47.53 feet; thence North 05°22'52" West, a distance of 37.48 feet; thence North 50°22'52" West, a distance of 21.21 feet; thence South 84°31'15" West, a distance of 662.75 feet; thence continue along said line Westerly, a distance of 30.77 feet to the POINT OF BEGINNING.

Containing 116,587 square feet or 2.68 acres, more or less.

- SURVEYOR'S REPORT:**
- Utility locations if shown hereon are based on field location of markings by utility company representatives, surface features and construction plans furnished to the surveyor. Additional sub-surface utilities may exist that have not been field located.
 - Easements or rights of way that appear on recorded plans or that have been furnished to the surveyor by others have been incorporated into this drawing with appropriate notation. Other easements may be discovered by a search of the Public Records.
 - Minimum Horizontal Accuracy for this survey is in accordance with the STANDARDS OF PRACTICE set forth by the Board of Professional Surveyors and Mappers in Chapter SJ-17 requirements of Florida Administrative Code. The map and measurement methods used for this survey meet or exceed this requirement. The dimensions shown hereon are in United States survey feet and decimals thereof.
 - This survey does not determine ownership of the lands shown hereon.
 - Underground foundations, if any, have not been located.
 - Survey map and report or the copies thereof are not valid without the original signature and seal or the electronic signature and seal of a Florida Licensed Surveyor and Mapper.
 - The electronic signature shown hereon is in compliance with Florida Administrative Code SJ-17.062 and Florida Statute 472.025.
 - Features shown by symbol as indicated in the legend are not to scale.
 - Additions or deletions to survey maps or reports by other than the signing party or parties is prohibited without written consent of the signing party or parties.
 - Bearings shown hereon are based upon Official Records Book 2203, Page 815 of the Public Records of St. Johns County, Florida with the stated Easterly Section line of Section 29, Township 7 South, Range 30 East, of said county being North 01°22'52" East. Bearings and distances shown hereon are measured unless otherwise noted.
 - Vertical information shown hereon refers to page 2 of 6 of a survey done by L.D. Bradley Land Surveyors dated 09/20/2019, drawing number "1928B.DWG" on behalf of Florida Department of Environmental Protection and their Bureau of Survey and Mapping, TBM1 - a Railroad spike in a 13" palm tree having an elevation of 6.17 feet of the North American Vertical Datum of 1988 (NAVD88), and TBM4 - a Railroad spike in a 13" palm tree having an elevation of 5.89 feet (NAVD88).
 - Horizontal positions for all features shown on the map are relative to North American Datum of 1983 (NAVD83), 2011 adjustment, State Plane Coordinate System, Florida East Zone.
 - Improvements and Topographic features shown hereon are limited to areas per specific instructions of the client.
 - The above described parcel contains 116,587 square feet square feet or 2.68 acres, more or less.
 - Adjacent property information shown hereon was not furnished to this surveyor, and was compiled using latest available data. No attempt was made by this Surveyor to verify its accuracy.
 - Based on the Federal Emergency Management Agency, Flood Insurance Rate Map (FIRM), map number 12109C03814, map revised/dated December 7, 2018 the above described property is within Zone "AE (EL 8)".
 - Mean high water line depicted hereon were flagged or marked by L.D. Bradley Land Surveyors on September 2019, and were field located by Southeastern Surveying & Mapping, Corp. on 03/14/2024.
- NOTICE OF LIABILITY:**
This survey is certified to those individuals shown on the face thereof. Any other use, benefit or reliance by any other party is strictly prohibited and restricted. Surveyor is responsible only to those certified and hereby disclaims any other liability and hereby restricts the rights of any other individual or firm to use this survey, without express written consent of the surveyor.



Thomas F Ferguson
Digitally signed by Thomas F Ferguson
DN: c=US, o=Florida,
dnQualifier=A01410C0000017A34FD32C70000442
E, cn=Thomas F Ferguson
Date: 2024.05.13 11:43:15 -04'00'

SSMC
SOUTHEASTERN SURVEYING
AND MAPPING CORPORATION
St. Johns County, Florida 32058
(904) 727-5890
e-mail: info@ssmc-surveying.com
Certification Number: 121216

REVISION	DATE	BY	DESCRIPTION
1	04/05/2024	JFA	Updated Certifications
2	05/13/2024	JFA	Correction to Government Lot Number

Project: **Optimum Boundary - Fish Island Preserve**

Drawn By: JFA
Scale: 1" = 40'

Sheet Number: 1 OF 1
NOT VALID WITHOUT SHEETS 1 THROUGH 1

Certified by: Thompson Bros. Realty, Inc.
M. Greg Eichenlaub, a Successor, Trustee of the
Judith Zane Allen Revocable Trust
Finger College, Inc.
Chicago Title Insurance Company
Upchurch, Bailey and Upchurch, P.A.

DRAWING NUMBER: 70668002
SHEET NUMBER: 1 OF 1

Z:\PROJECTS\2024\02-22-2024_COSA_FISH_ISLAND_BNDY\PROJECT DATA\70668002.dwg

This Instrument Prepared By:
John D. Bailey, Jr.
Upchurch, Bailey and Upchurch, P.A.
780 North Ponce de Leon Boulevard
St. Augustine, Florida 32084
FN: 6-23-224

\$500,000.00 Purchase Price

SPECIAL WARRANTY DEED

THIS INDENTURE, made this 31 day of May, 2024, by M. GREER EDMISTON, as Successor Trustee of the Judith Zane Allen Revocable Trust u/a/d11/15/00, as amended and restated, as to an undivided fifty percent (50%) interest, and FLAGLER COLLEGE, INC., a Florida not-for-profit corporation, as to an undivided fifty percent (50%) interest (collectively, "Grantor") to CITY OF ST. AUGUSTINE, FLORIDA, a Florida municipal corporation, whose post office address is 75 King Street, St. Augustine, Florida 32084 ("Grantee").

WITNESSETH:

That Grantor, for and in consideration of the sum of Ten and No/100's Dollars (\$10.00), and other good and valuable considerations to it in hand paid by the said Grantee, the receipt whereof is hereby acknowledged, has granted, bargained and sold to the said Grantee, its successors and assigns forever, the following described land in St. Johns County, Florida, to-wit:

**SEE EXHIBIT "A" ATTACHED HERETO AND BY
REFERENCE MADE A PART HEREOF (THE
"PROPERTY").**

**PARCEL IDENTIFICATION NUMBER: A portion of 162210-
0010**

**SUBJECT TO: Those matters listed on Exhibit "B", attached
hereto and by reference made a part hereof.**

And Grantor does hereby warrant the title to the Property and will defend the same against the lawful claims of all persons claiming by, through or under said Grantor, its successors and assigns, and not otherwise.

IN WITNESS WHEREOF, the said Grantor has caused these presents to be duly executed on the day and year first hereinabove written.

Signed, sealed and delivered
in the presence of:

Gloria M. Banta
Witness: GLORIA M. BANTA
(type/print name of witness)
Address: 180 N. PONCE DE LEON BLVD
ST. AUGUSTINE, FL 32084

M. Greer Edmiston
M. Greer Edmiston, as Successor Trustee
of the Judith Zane Allen Revocable Trust
u/a/d 11/15/00, as amended and restated
17 Cordova Street
St. Augustine, Florida 32084

John D. Bailey Jr.
Witness: JOHN D. BAILEY JR.
(type/print name of witness)
Address: 780 N. PONCE DE LEON BLVD
ST. AUGUSTINE, FLA.
32084

STATE OF FLORIDA
COUNTY OF ST. JOHNS

THE FOREGOING instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 15 day of May, 2024, by M. Greer Edmiston, as Successor Trustee of the Judith Zane Allen Revocable Trust u/a/d 11/15/00, as amended and restated, as to an undivided fifty percent (50%) interest, who ☒ is personally known to me or ☐ has produced a Florida driver's license as identification.



Gloria M. Banta
Notary Public
(Name of notary, typed/stamped/printed)
My commission number: _____
My commission expires: _____

FLAGLER COLLEGE, INC., a Florida not-for profit corporation

Gloria M. Banta
Witness: GLORIA M. BANTA
(type/print name of witness)
Address 780 N Ponce de Leon Blvd
St Augustine FL 32084

John D. Bailey Jr.
Witness: JOHN D. BAILEY JR.
(type/print name of witness)
Address 780 N Ponce de Leon Blvd
St Augustine FL 32084

By: Stacey Matthews
Name: Stacey Matthews
Its: Vice-President of Business Services and CFO
74 King Street
St. Augustine, Florida 32084

STATE OF FLORIDA
COUNTY OF ST. JOHNS

THE FOREGOING instrument was acknowledged before me by means of ☒ physical presence or ☐ online notarization, this 31 day of May, 2024, by Stacey Matthews, as Vice-President of Business Services and CFO of Flagler College, Inc., a Florida not-for-profit corporation, on behalf of the corporation, as to an undivided fifty percent (50%) interest, who ☒ is personally known to me or ☐ has produced a Florida driver's license as identification.



Gloria M. Banta
Notary Public

(Name of notary, typed/stamped/printed)
My commission number: _____
My commission expires: _____

EXHIBIT "A"
Legal Description

That part of Government Lot 3, Section 29 Township 7 South, Range 30 East, St. Johns County, Florida, better described as:

For a **POINT OF COMMENCEMENT, COMMENCE** at the Southeast Corner of Section 29, Township 7 South, Range 30 East, lying in St. Johns County, Florida; thence North $01^{\circ}22'52''$ West, along the Easterly line of said Section 29 to the former Southerly Right-of-Way line of State Road No. 312, a distance of 1630.94 feet; thence continue North $01^{\circ}22'52''$ West, to the current Southerly Right-of-Way line of said State Road No. 312 (a 200 foot Wide Public Right-of-Way), a distance of 58.55 feet; thence North $60^{\circ}01'34''$ West, along said Current Southerly Right-of-Way line, departing said Easterly Section line, a distance of 1444.39 feet; thence continue North $60^{\circ}01'34''$ West along said line Northwesterly, a distance of 577.78 feet to a point on a non-tangent curve; said curve being concave Southerly, having a radius of 1810.24 feet with an arc length of 906.77 feet, through a central angle of $28^{\circ}42'00''$, subtended by a chord bearing of North $74^{\circ}23'17''$ West, and a chord distance of 897.32 feet; thence along a line non-tangent to said curve, South $01^{\circ}16'07''$ West, a distance of 25.00 feet to a point on a non-tangent curve; said curve being concave Southerly, having a radius of 1785.24 feet with an arc length of 71.33 feet, through a central angle of $02^{\circ}17'22''$, subtended by a chord bearing of North $89^{\circ}52'35''$ West, and a chord distance of 71.33 feet; thence along a line non-tangent to said curve, South $88^{\circ}58'43''$ West, a distance of 285.21 feet; thence South $03^{\circ}06'32''$ West, depart the Southerly Right-of-Way line thereof, a distance of 984.75 feet; thence South $17^{\circ}34'32''$ East, a distance of 217.83 feet; to the **POINT OF BEGINNING**;

From the **POINT OF BEGINNING**, thence South $17^{\circ}34'50''$ East, a distance of 175.48 feet; thence North $84^{\circ}31'17''$ East, a distance of 39.49 feet; thence North $84^{\circ}31'15''$ East, a distance of 584.79 feet; thence North $27^{\circ}58'31''$ East, a distance of 85.76 feet; thence North $05^{\circ}22'47''$ West, a distance of 47.53 feet; thence North $05^{\circ}22'52''$ West, a distance of 37.48 feet; thence North $50^{\circ}22'52''$ West, a distance of 21.21 feet; thence South $84^{\circ}31'15''$ West, a distance of 662.75 feet; thence continue along said line Westerly, a distance of 30.77 feet to the **POINT OF BEGINNING**.

EXHIBIT "B"

1. Real estate taxes, if any, accruing subsequent to May 31, 2024.
2. Easement in favor of the City of St. Augustine recorded in Official Records Book 1837, page 867, public records of St. Johns County, Florida.
3. Any and all rights of the United States of America over artificially filled lands in what were formerly navigable waters, arising by reason of the United States of America's control over navigable waters in the interest of navigation and commerce, and any conditions contained in any permit authorizing the filling in of such areas.
4. Rights of others to use the waters of any water body extending from the Property land onto other lands.
5. Any claim that any portion of the Property is sovereign lands of the State of Florida, including submerged, filled or artificially exposed lands accreted to such land.

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: David Birchim, AICP
City Manager

DATE: January 28, 2026

RE: **Ordinance 2026-07 – Amending the Zoning Designation of Approximately 54.67 acres at Fishers Island between the Matanzas River and State Road 312 commonly known as Fish Island Preserve – Second Reading and Public Hearing**

The property at Fishers Island between the Matanzas River and State Road 312 commonly known as the Fish Island Preserve contains approximately 54.67 upland acres. The property was recently purchased by the state with an agreement for the city to manage the property. The city has developed a management plan. In 2020 when the city updated its Comprehensive Plan the upland property at that time was designated with a land use of Recreation and Open Space. However, the property was not rezoned.

This property is owned by the state, and the city now owns the 2.68-acre property that was referred to as an inholding piece in the middle of the preserve. The city is moving forward to adopt the appropriate land use and zoning for that piece as well as to finally rezone the original Fish Island purchase to be consistent with its land use designation.

The city's Future Land Use Map (FLUM) identifies Recreation and Open Space as the current land use category for the Fish Island Preserve property. The request is to change the existing zoning on the upland portion of the property to the city's Government Use (GU) zoning district.

On October 7, 2025, the Planning and Zoning Board (PZB) made a positive recommendation to change approximately 15.52 upland acres from Commercial Medium-Two (CM-2) and approximately 39.15 upland acres from Residential General Office A (RGO-A) to the Government Use (GU) zoning district. The City Commission reviewed and passed this ordinance on First Reading at their January 26, 2026, meeting.

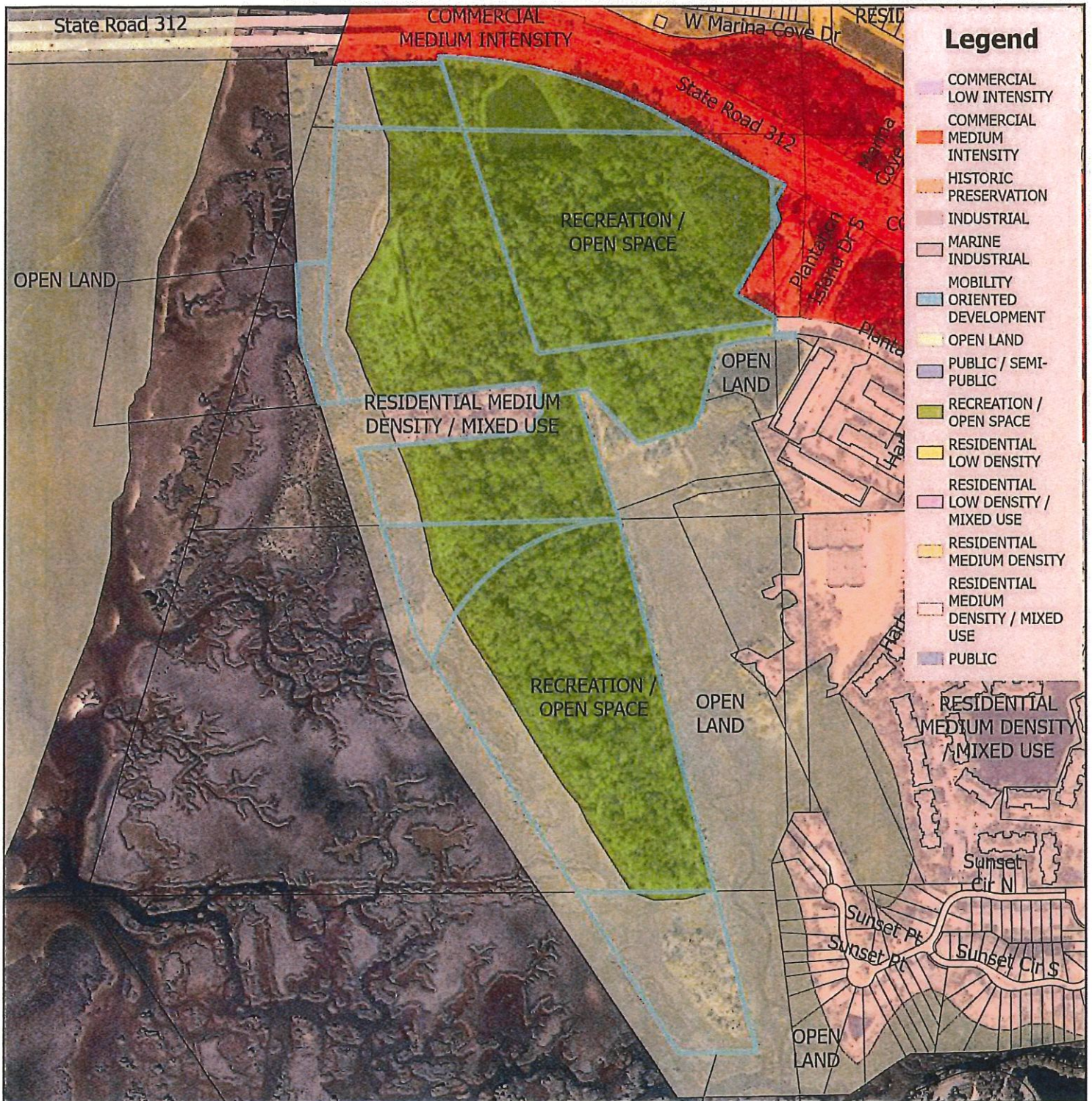
Attached you will find the Ordinance, a map illustrating the existing zoning designation, and the packet of information regarding this application provided to the PZB.

Please place Ordinance 2026-07 on the City Commission, February 9, 2026, agenda for second reading and public hearing. Also attached is the required Business Impact Statement for the ordinance.

If you have any questions, please let me know.

A handwritten signature in black ink, appearing to read 'Amy McClure Skinner', written over a horizontal line.

Amy McClure Skinner, AICP
Director
Planning and Building Department



Legend

- COMMERCIAL LOW INTENSITY
- COMMERCIAL MEDIUM INTENSITY
- HISTORIC PRESERVATION
- INDUSTRIAL
- MARINE INDUSTRIAL
- MOBILITY ORIENTED DEVELOPMENT
- OPEN LAND
- PUBLIC / SEMI-PUBLIC
- RECREATION / OPEN SPACE
- RESIDENTIAL LOW DENSITY
- RESIDENTIAL LOW DENSITY / MIXED USE
- RESIDENTIAL MEDIUM DENSITY
- RESIDENTIAL MEDIUM DENSITY / MIXED USE
- RESIDENTIAL MEDIUM DENSITY / MIXED USE
- PUBLIC



Future Land Use Map

2025

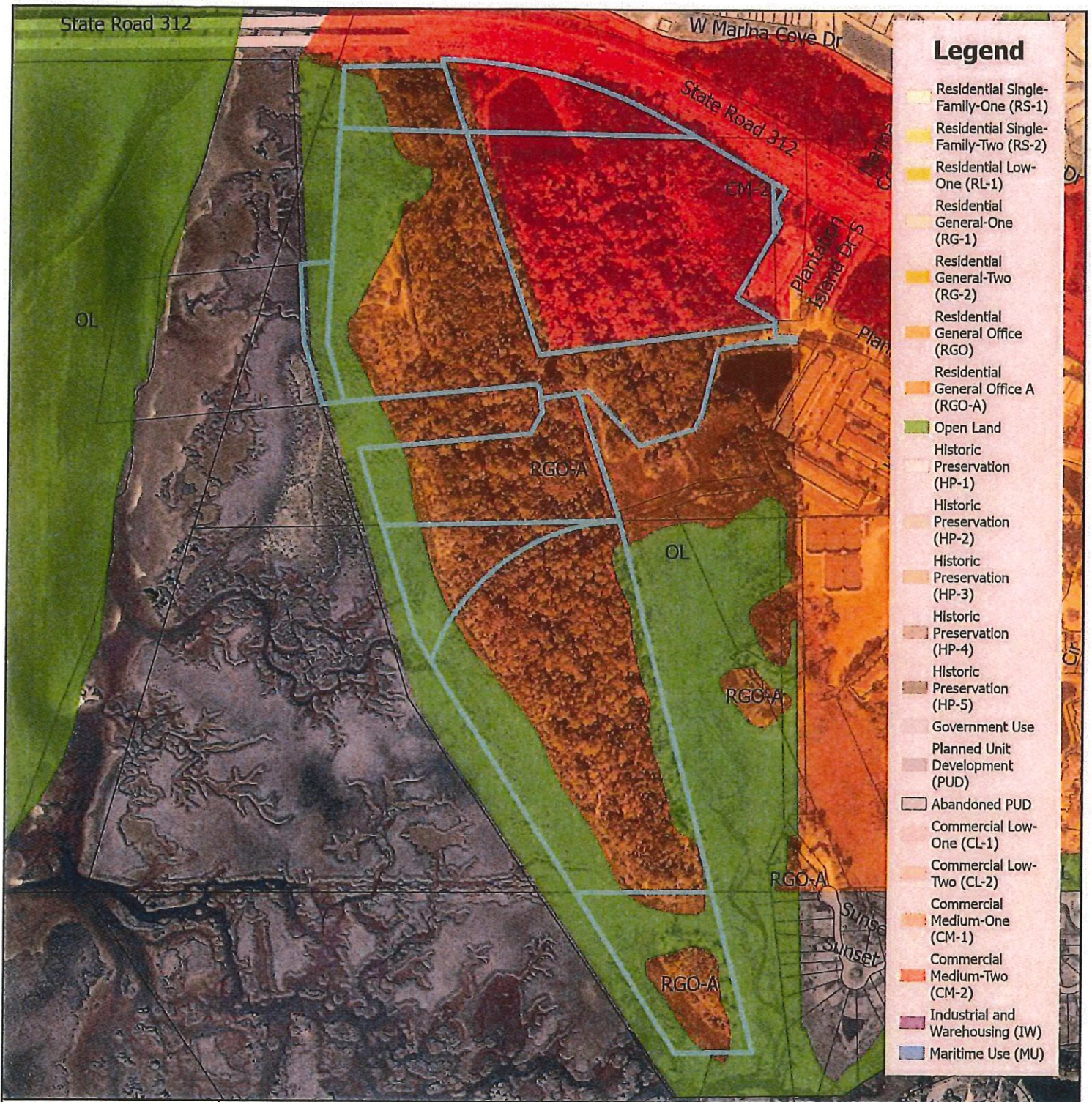
City of St. Augustine
Planning, Zoning, & Building Department
P.O. Box 210, St. Augustine, FL 32085
Phone: (904) 825-1065

DISCLAIMER
This map is for reference only. Data provided are derived from multiple sources with varying levels of accuracy. The City of St. Augustine disclaims all responsibility for the accuracy or completeness of the data shown hereon.



0 0.17 0.35 Miles
0 1,250 2,500 Feet

Coordinate System: NAD 1983 StatePlane Florida East FIPS 0901 Feet



Zoning Map

City of St. Augustine
Planning, Zoning, & Building Department
P.O. Box 210, St. Augustine, FL 32085
Phone: (904) 825-1065

DISCLAIMER
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2025



0 0.17 0.35 Miles

0 1,250 2,500 Feet

Coordinate System: NAD 1983 StatePlane Florida East FIPS 0901 Feet



Business Impact Estimate Form

This Business Impact Estimate Form is provided to document compliance with and exemption from the requirements of section 166.041(4), Florida Statutes. If one or more boxes are checked below under "Applicable Exemptions", this indicates that the City has determined that Sec. 166.041(4), Fla. Stat., does not apply to the proposed ordinance and that a business impact estimate is not required by law. If no exemption is identified, a business impact estimate required by section 166.041(4), Florida Statute will be provided in the "Business Impact Estimate" section below.

Proposed Ordinance Title/Reference:

Ordinance No.

ORDINANCE NO. 2026-07

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA REZONING A TOTAL OF APPROXIMATELY 54.67 ACRES; LOCATED AT FISHERS ISLAND BETWEEN THE MATANZAS RIVER AND STATE ROAD 312 IN THE CITY OF ST. AUGUSTINE, AS MORE PARTICULARLY DESCRIBED HEREINAFTER; REZONING APPROXIMATELY 15.52 UPLAND ACRES FROM ITS CURRENT CLASSIFICATION OF COMMERCIAL MEDIUM-TWO (CM-2) AND APPROXIMATELY 39.15 UPLAND ACRES OF RESIDENTIAL AND GENERAL OFFICE A (RGO-A) TO THE CITY CLASSIFICATION OF GOVERNMENT USE (GU), PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

Applicable Exemptions:

- ☒ The proposed ordinance is required for compliance with Federal or State law or regulation;
- ☐ The proposed ordinance relates to the issuance or refinancing of debt;
- ☐ The proposed ordinance relates to the adoption of budgets or budget amendments, including revenue sources necessary to fund the budget;
- ☐ The proposed ordinance is required to implement a contract or an agreement, including, but not limited to, any Federal, State, local, or private grant, or other financial assistance accepted by the municipal government;
- ☐ The proposed ordinance is an emergency ordinance;
- ☐ The ordinance relates to procurement; or
- ☐ The proposed ordinance is enacted to implement the following:
 - ☐ Development orders and development permits, as those terms are defined in s. 163.3164, and, development agreements, as authorized by the Florida Local Government Development Agreement Act under ss. 163.3220-163.3243, Florida Statutes;
 - ☐ Comprehensive plan amendments and land development regulation amendments initiated by an application by a private party other than the municipality;
 - ☐ Sections 190.005 and 190.046, relating to statutory Community Development Districts;
 - ☐ Section 553.73, relating to the Florida Building Code; or
 - ☐ Section 633.202, relating to the Florida Fire Prevention Code.

Note: The City's provision of information in the Business Impact Estimate section below, notwithstanding an applicable exemption, shall not constitute a waiver of the exemption or an admission that a business impact estimate is required by law for the proposed ordinance. The City's failure to check one or more exemptions above shall not constitute a waiver of the omitted exemption or an admission that the omitted exemption does not apply to the proposed ordinance under Section 166.041(4), Florida Statute, Sec. 166.0411, Fla. Stat., or any other relevant provision of law.

Business Impact Estimate:

1. **Summary of the proposed ordinance (must include a statement of the public purpose, such as serving the public health, safety, morals and welfare):**

This ordinance changes the zoning on property purchased by the state that the city of St. Augustine manages for its conservation and land preservation program.

2. **An estimate of the direct economic impact of the proposed ordinance on private, for-profit businesses in the City of St. Augustine, if any:**

- (a) **An estimate of direct compliance costs that businesses may reasonably incur;**
- (b) **Any new charge or fee imposed by the proposed ordinance or for which businesses will be financially responsible; and**
- (c) **An estimate of the City's regulatory costs, including estimated revenues from any new charges or fees to cover such costs.**

None

3. **Good faith estimate of the number of businesses likely to be impacted by the proposed ordinance:**

None

4. **Additional information the governing body determines may be useful (if any):**

This ordinance changes the zoning on property purchased by the state that the city manages to bring it into compliance with the city's land use plan, and be consistent with the management plan.

Ordinance 2026-07

ORDINANCE NO. 2026-07

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA REZONING A TOTAL OF APPROXIMATELY 54.67 ACRES; LOCATED AT FISHERS ISLAND BETWEEN THE MATANZAS RIVER AND STATE ROAD 312 IN THE CITY OF ST. AUGUSTINE, AS MORE PARTICULARLY DESCRIBED HEREINAFTER; REZONING APPROXIMATELY 15.52 UPLAND ACRES FROM ITS CURRENT CLASSIFICATION OF COMMERCIAL MEDIUM-TWO (CM-2) AND APPROXIMATELY 39.15 UPLAND ACRES OF RESIDENTIAL AND GENERAL OFFICE A (RGO-A) TO THE CITY CLASSIFICATION OF GOVERNMENT USE (GU), PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERANCE OF INVALID PROVISIONS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City Commission of the City of St. Augustine, Florida finds that all legal requirements have been met, a public hearing has been held and the Planning and Zoning Board has recommended that property identified by the referenced description as containing a total of approximately 54.67 acres of land, located at Fishers Island between the Matanzas River and State Road 312; being more fully described herein, should be rezoned;

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION FOR THE CITY OF ST. AUGUSTINE, FLORIDA, AS FOLLOWS:

Section 1. The following described property, containing a total of approximately 54.67 acres of land, located at Fishers Island between the Matanzas River and State Road 312 within the City of St. Augustine, and identified by the referenced description, is hereby rezoned as described herein; rezoning approximately 15.52 upland acres from its current classification of Commercial Medium-Two (CM-2) and approximately 39.15 upland acres of Residential and General Office A (RGO-A) to the city classification of Government Use (GU).

Section 2. Legal Description of Property. The following described upland property commonly known as the Fish Island Preserve with Parcel ID #162210-0016, Parcel ID #162210-0017 and Parcel ID #162210-0020 within the City of St. Augustine, Florida changing only the upland portion of the following described property:

**STATE OWNED TIIF PARCELS - LOCATED SOUTH
AND ALONG STATE ROAD 312 AND EAST OF THE
MATANZAS RIVER AS PART OF UPLAND PARCELS
PARCEL ID 1622100016, 1622100017, 1622100020**

Section 3. Authorization. The City Planning and Building Director is hereby authorized and directed to change the Zoning Atlas for the City of St. Augustine, Florida to reflect the rezonings of the above-described land.

Section 4. Repeal of Conflicting Ordinances and Provisions of Comprehensive Plan. All ordinances or parts of ordinances in conflict herewith are hereby repealed.

Section 5. Severance of Invalid Provisions. If any section, subsection, sentence, clause, phrase or provision of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 6. Effective Date. This ordinance shall be effective ten (10) days after passage.

PASSED by the City Commission of the City of St. Augustine, Florida, this _____ day of _____, 2026.

ATTEST:

Nancy Sikes-Kline, Mayor-Commissioner

Darlene Galambos, City Clerk

(SEAL)

Planning and Zoning Board (PZB)

October 7, 2025, Staff Report



Planning and Zoning Board

Planning Division Staff Report
Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
October 7, 2025	8.a	PZB2025-0068
Request	Address	Parcel ID
Rezoning	SR 312	162210-0016
	SR 312	162210-0017
	SR 312	162210-0020
[HYPERLINKS TO ST. JOHNS COUNTY PROPERTY APPRAISER'S WEBSITE]		

Site & Background Information

Applicant:	Amy Skinner c/o City of St. Augustine – Property Manager
Owner:	TIITF
Property Class: (St. Johns County Property Appraiser)	8710 – State Owned – TIITF
Future Land Use Designation:	Recreation/Open Space
Zoning Designation:	Commercial Medium-Two: CM-2 [LINK TO CODE SECTION] Residential and General Office A: RGO-A [LINK TO CODE SECTION]
Acreage:	54.67
Neighborhood:	N/A
Archaeological Zone:	N/A

Request Summary

This application is a request to rezone approximately 54.67 upland acres of property in the vicinity of SR 312 along the Matanzas River. The requested rezoning is for both Commercial Medium-Two: CM-2 and Residential and General Office A: RGO-A designations to a compatible Government Use: GU zoning designation.

Staff Analysis of Request and Consistency with the City of St. Augustine's Comprehensive Plan 2040

Goal, Policy, or Objective	Staff Analysis
Future Land Use Element [LINK TO DOCUMENT]	
Policy 6.7.3 Recreation/Open Space Lands public or private devoted to and operated for recreational uses, such as parks, sports fields, and historic sites, but not commercial business or commercial tourist attractions. The density and intensity will adhere to the most restrictive adjacent land use designation.	The Recreation/Open Space future land use designation is the current designation for the approximately 54.67 upland acre properties.
Policy 6.7.3.1 The recreational land use category is intended to accommodate existing public parks and recreation areas as well as committed public parks.	
Historic Preservation Element [LINK TO DOCUMENT]	
Conservation and Coastal Management Element [LINK TO DOCUMENT]	
Recreation and Open Space Element [LINK TO DOCUMENT]	
Transportation and Mobility Element [LINK TO DOCUMENT]	
Housing Element [LINK TO DOCUMENT]	
Infrastructure Element [LINK TO DOCUMENT]	

Staff Analysis of Request and Applicable Sections from the City of St. Augustine's Code of Ordinances

Based on Sec. 28-30 of the City's Code, the land use plan and land use map established by the comprehensive plan may also be amended and the zoning atlas may from time to time be revised by the rezoning of land as provided in this section. [[LINK TO CODE SECTION](#)]

Proposals to amend the city's zoning atlas shall be submitted in writing, accompanied by all pertinent information which may be required for proper consideration of the matter. The Planning and Zoning Board (PZB) is required to review these types of requests and provide a report and recommendations to the city commission. At a

minimum, the PZB shall show that they studied and considered the need and justification for the change, the relationship of the proposed amendment and rezoning to the city's general planning program and such comprehensive plans, and consistency with the comprehensive plan. Below is the code language for the Government use district: GU, the requested zoning designation of this application.

Sec. 28-266. - Government use district: GU.

Intent. It is the intent of this division that certain lands, which are owned by federal, state or local government and are used for a purpose which is particularly and peculiarly related to governmental functions, shall be placed in a government use—GU district. Any lawful governmental activity is permitted upon such lands without restriction so long as the title to the land is vested in the government. Provided, however, that as to lands the title of which is vested with the government but leased to private persons, firms or corporations, such lands may be used for any private lawful purpose specifically authorized by the lease agreement under which the tenant holds possession. Any lands in a GU district which are converted to private ownership shall be rezoned to a district other than GU as lands in the GU district are restricted exclusively to governmental functions. This provision shall not, however, be deemed to prevent the use by any government of lands located in districts other than GU, provided such use is in compliance with all provisions of this chapter applicable to such other districts.

Staff Recommendation

Based on Sec. 28-30 staff finds that the Board may make a **POSITIVE RECOMMENDATION** to the city commission to rezone the approximately 54.67-acre upland properties from Commercial Medium-Two: CM-2 and Residential and General Office A: RGO-A to a compatible Government Use: GU zoning designation.

The required Board report as part of a potential positive recommendation could include that the Board has studied and considered:

- (1) The need and justification for the change stems from the fact that the city now manages the land described above and intends for it to be used for public and conservation purposes.
- (2) The positive relationship of the proposed amendment and rezoning to the city's general planning program through the 2025 Vision Plan's objective to conserve natural resources and ecosystems as part of enhancing the city's resiliency.
- (3) This request and proposal's consistency with the comprehensive plan as analyzed, documented, and found above in this report.

Attachments

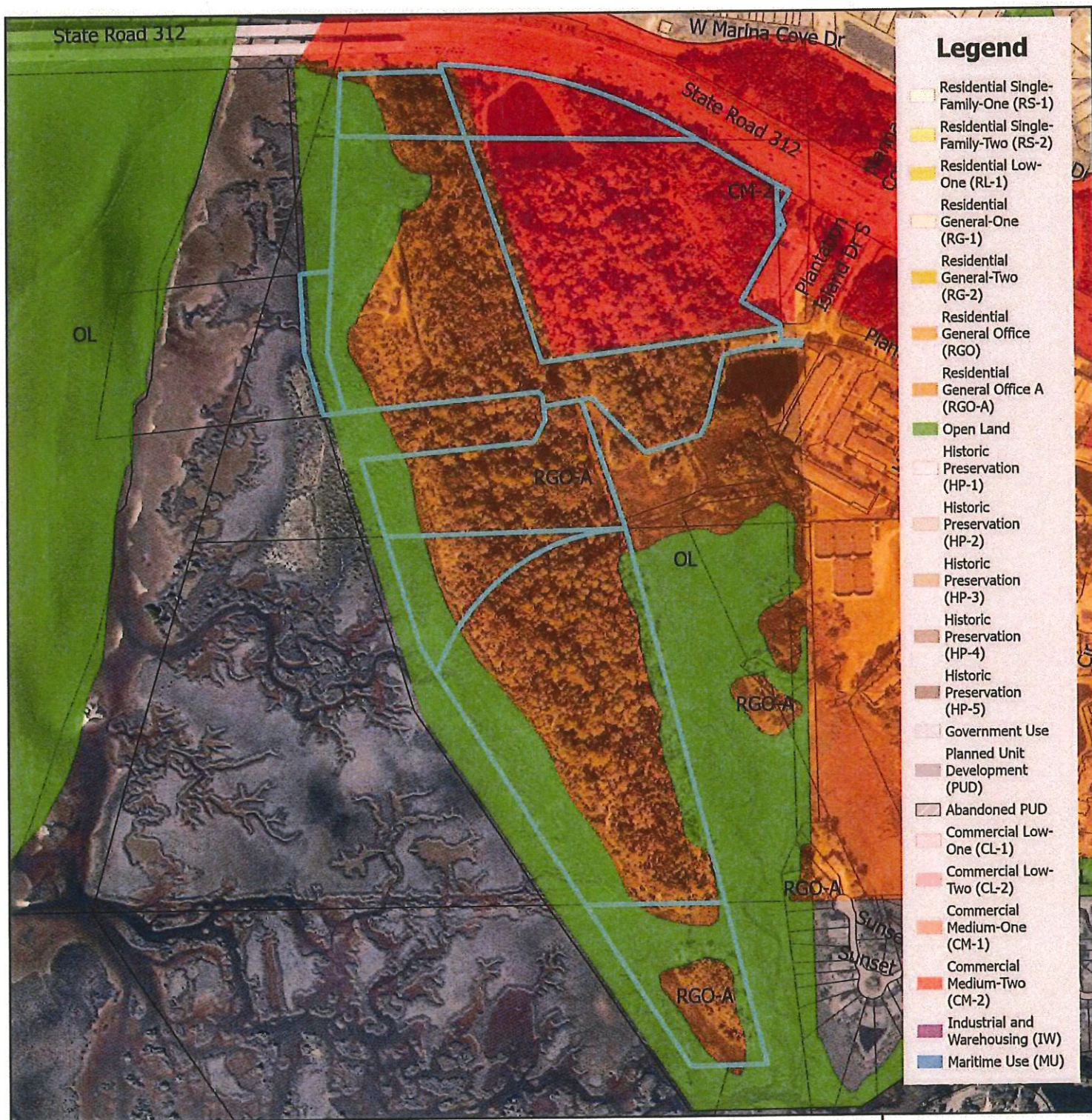
1. Site Maps & Photos
2. Application
3. St. Johns County Property Appraiser Report

Staff Report prepared by:

Jacob Fredriksson, CNU-A
Planning Manager
Planning and Building Department

Attachment 1:

Site Maps & Photos



Zoning Map

City of St. Augustine
Planning, Zoning, & Building Department
P.O. Box 210, St. Augustine, FL 32085
Phone: (904) 825-1065

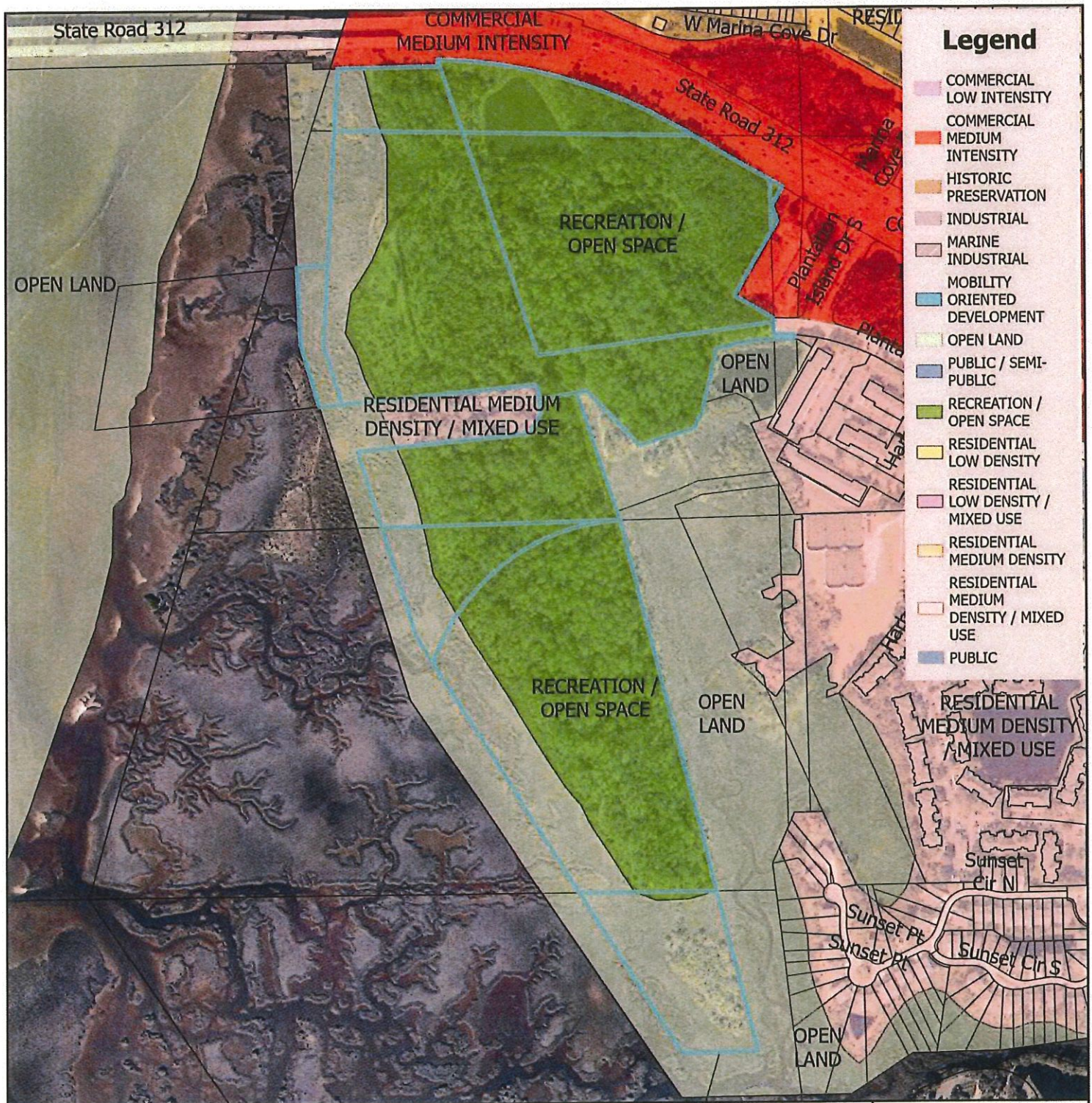
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2025



0 0.17 0.35 Miles
0 1,250 2,500 Feet

Coordinate System: NAD 1983 StatePlane Florida East FIPS 0901 Feet

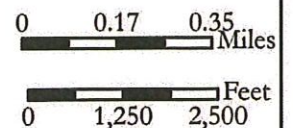


Future Land Use Map

City of St. Augustine
Planning, Zoning, & Building Department
P.O. Box 210, St. Augustine, FL 32085
Phone: (904) 825-1065

DISCLAIMER
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2025



Coordinate System: NAD 1983 StatePlane Florida East FIPS 0901 Feet

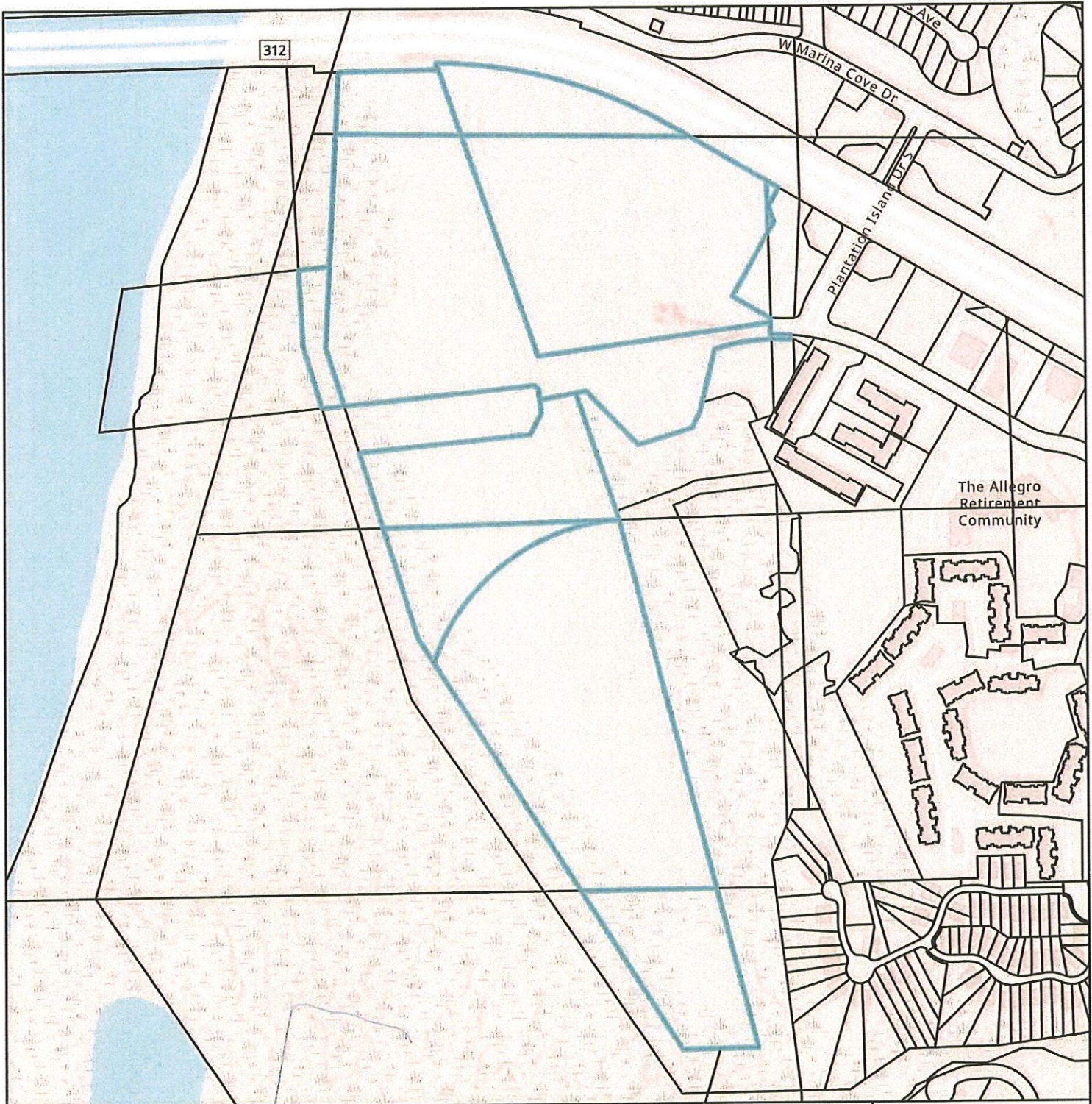


2025

0 0.04 0.09 Miles

A scale bar labeled "Feet" with markings at 0, 295, and 590.

Page 119 of 198
Page 200 of 299



Elevation Map

City of St. Augustine
 Planning, Zoning, & Building Department
 P.O. Box 210, St. Augustine, FL 32085
 Phone: (904) 825-1065

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2025



0 0.04 0.09 Miles

0 295 590 Feet

Coordinate System: NAD 1983 StatePlane Florida East FIPS 0901 Feet

Attachment 2: Application



CITY OF ST AUGUSTINE

APPLICATION TO PLANNING AND ZONING BOARD

Application Fee: _____ (plus advertising costs) Project Number: _____

Receipt Number: _____ Meeting Date: _____

Advertising Costs: \$ _____ Paid On: _____ Receipt Number: _____

1. NAME OF APPLICANT: Amy Skinner Contact Number: 904-209-4320

Business (if applicable): City of St. Augustine

Address: 75 King St City: St. Augustine State: FL Zip: 32084

E-Mail Address: askinner@citystaug.com

2. NAME OF PROPERTY OWNER: Titf/City of St. Augustine Contact Number: _____

Business (if applicable): _____

Address: _____ City: _____ State: _____ Zip: _____

E-Mail Address: _____

3. LEGAL DESCRIPTION OF PROJECT PROPERTY:

Lot: See attached Block: See attached

Subdivision: N/A Parcel Number: 1622100016, 1622100017, 1622100020

4. PROJECT STREET ADDRESS: SR 312

5. SPECIFIC PROPOSED USE: Conservation / Recreation

6. ACTION REQUESTED:

☐ Conservation Zone Development ☐ Appeal of Staff Determination

☐ Exception ☐ Land Use Plan Amendment

☐ Variance ☒ Rezoning

☐ Other: _____

7. DESCRIPTION OF ACTION REQUESTED: Total of approximately 54.67 upland acres changing from Residential General Office A (RGO-A) to Government Use (GU).

8. JUSTIFICATION FOR ACTION REQUESTED: City purchased the property as part of the conservation lands program.

9. **IF APPLYING FOR A VARIANCE, PLEASE COMPLETE THE FOLLOWING AND EXPLAIN THE SITUATION FULLY ALONG WITH PROVIDING DOCUMENTATION:**

(a) Does the property because of size, shape, topography or other physical conditions, suffer singular disadvantage, which disadvantage does not apply to other properties in the vicinity: _____

(b) Can you establish that this disadvantage causes the owner to be unable to make reasonable use of the affected property: _____

(c) Can you establish that this disadvantage does not exist because of conditions created by the owner or applicant: _____

(d) Can you establish that granting of the variance will not be contrary to the public interest; will not adversely affect other property in the vicinity; and will be in harmony with the spirit, intent and purpose of this Section: _____

10. **PREVIOUS APPLICATIONS:**

Has any application been submitted to the Planning & Zoning Board concerning any part of the subject property within the past year?

☐ Yes ☐ No If yes, please give date and final disposition below.

11. **AGREEMENT:**

In filing this application, I understand that it becomes a part of Public Record of the City of St. Augustine and hereby certify that all information contained herein is accurate to the best of my knowledge.

Application must be signed by both applicant and property owner if different. Letter of authorization must be submitted in absence of the property owner's signature or where an authorized agent signs in lieu of either property owner or applicant.

Florida Statute 286.0105 states that a person appealing any decision by this board at any meeting regarding this application may need a verbatim record of the proceedings which includes testimony and evidence upon which the appeal is to be based.

IMPORTANT NOTICE: When the hearing date has been set and a legal notice has been published or posted, the applicant must be prepared to present the request at the scheduled hearing date. If the applicant requests a continuance, the decision to grant or deny the request for continuance will be decided by a vote of the Board at the scheduled hearing date. The applicant, or a duly authorized representative with authority to bind, should be present at the scheduled hearing date to answer questions from the board regarding the application. If the board votes to deny the request for a continuance, the hearing on the application will go forward, whether or not the applicant is present, and could result in a denial of the application if the Board finds that the application and supporting documents submitted prior to the meeting do not meet the criteria of the Code.

Amy McClure Skinner Digitally signed by Amy McClure Skinner
Date: 2025.08.13 10:56:39 -04'00'

Signature of Applicant

Date

Amy McClure Skinner Digitally signed by Amy McClure Skinner
Date: 2025.08.13 10:56:58 -04'00'

Signature of Property Owner

Date



**CITY OF ST. AUGUSTINE
DEVELOPMENT PERMIT APPLICANT WAIVER**

The applicant acknowledges and agrees to waive the limitation of three requests for additional information by the City of St. Augustine, pursuant to Chapter 166.033, Florida Statutes.

The applicant acknowledges and agrees that the City offers weekly Friday Review development review meetings, as well as, department specific applicant meetings with its reviewing staff at any point in the application process to attempt to resolve outstanding issues. The applicant is responsible for scheduling any requested meetings with City staff directly.

The applicant acknowledges and agrees that if after three unresolved submittals the applicant elects to proceed with final approval or denial proceedings, the applicant must request so in writing to the City.

Amy Skinner

Print name of applicant

**Amy McClure
Skinner**

Digitally signed by
Amy McClure Skinner
Date: 2025.08.13
10:57:19 -04'00'

Signature of applicant

08/13/2025

Date



Owner's Authorization For Agent

Amy Skinner is/are hereby authorized TO ACT ON BEHALF
OF City of St. Augustine, the owner(s) of those lands described within

☒ the attached application, or ☐ described within the previously filed

Application number: _____, and as described in the attached deed or
other such proof of ownership as may be required, in applying to the City
of St. Augustine's Planning & Zoning Board, located at:

BY: Amy McClure Skinner Digitally signed by Amy
McClure Skinner
Date: 2025.08.13
10:58:02 -04'00'

Signature of Owner

Amy McClure Skinner

Print Name of Owner

904-209-4320

Telephone Number

State of _____

County of _____

Signed and sworn before me on this _____ day of _____, 20__.

By _____

Identification verified:

Oath sworn: _____ Yes _____ No

Notary Signature: _____

My Commission expires: _____

PZB APPLICATION FEE SCHEDULE

Planning and Zoning Board fees are set by Resolution 2021-38 as follows:

Description of Work	Fee Amount
Rezoning: small scale	\$300.00 + ads & notices
Rezoning: large scale	\$1,000.00 + ads & notices
Land Use Plan Amendment: small scale	\$400.00 + ads & notices
Land Use Plan Amendment: large scale	\$1,400.00 + ads & notices
Planned Unit Development	\$400.00 or \$35.00/acre, whichever is greater, \$1,400 max + ads & notices
Zoning Variance	\$350.00 + ads & notices
Zoning Exception	\$250.00 + ads & notices
Conservation Overlay Zone Development	\$165.00 + ads & notices
Significant Tree Removal or Appeal of Tree Removal Permit Denial	\$165.00 + ads & notices
Appeal of Staff Determination	\$200.00 + ads & notices
Application to Amend Zoning Code	\$600.00 + ads & notices
Subdivision Plat Review	\$275.00 + ads, notices & additional associated costs

"Note: The cost of newspaper advertisement and all notices to surrounding property owners will be assessed by the city, paid by the city and reimbursed by the applicant. All advertising costs must be paid prior to issuance of a development permit.

The applicant shall reimburse the City the mailing cost for all notices and for any subsequent hearings requiring re-notice as a result of the applicant postponing or re-scheduling of any hearing."

If a Credit Card Authorization Form is used for the payment of fees, the City will maintain the form and automatically charge additional advertising and noticing fees, once determined, to the credit-card account submitted.

By signing below, I acknowledge responsibility for both the initial application fee and any subsequent costs associated with legal advertising and/or noticing and understand that permits associated with my application may not be issued until such fees are paid.

I authorize the Planning and Building Department to maintain my payment information until a final cost for advertising and/or noticing is determined and charged. If a payment method other than Credit Card Authorization Form is used, I understand that I will be sent an invoice for the costs of advertising/noticing which must be paid prior to the issuance of any development permit related to my application. I am aware that I can request a copy of these fees and my receipt from Building Department Staff.

Project Address: SR 312

Applicant's Name: Amy Skinner Applicant's Signature: Amy McClure Skinner Digitally signed by Amy McClure Skinner
Date: 2025.08.13
11:08:08 -04'00'

Owner's Name: Amy Skinner Owner's Signature: Amy McClure Skinner Digitally signed by Amy McClure Skinner
Date: 2025.08.13
11:08:28 -04'00'

Attachment 3:
St. Johns County Property Appraiser
Report

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

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

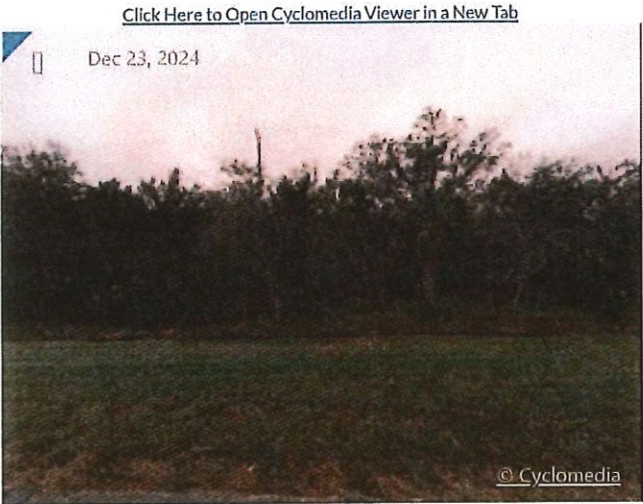
Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID 1622100016
Location STATE ROAD 312
Address SAINT AUGUSTINE 32080-0000
Neighborhood Anastasia Island (COM) (2650.01)
Tax 3-1F PTS OF GLS 2 & 3 LYING S OF SR312 - DEED PARCELS 1 & 2 (EX
Description* ANY PT OF PARCEL 2 OUTSIDE CITY LIMITS OF CITY OF ST AUG) (EX
PT IN OR3015/910) OR4835/1731
**The Description above is not to be used on legal documents.*
Property Use State Owned - TIITF (8710)
Code
Subdivision N/A
Sec/Twp/Rng 29-7-30
District City of St Augustine (District 452)
Millage Rate 18.72
Acreage 36.640
Homestead N



Owner Information

Owner Name [Tiitf 100%](#)
Mailing Address C/O FLORIDA DEPT OF ENVIRONMENTAL PROTECTION
3900 COMMONWEALTH BLVD MAIL STATION 115
TALLAHASSEE, FL 32399-3000

Exemption Information

Exemption Type	Status	Amount
State (TRIIF)		\$5,900,349

Map



Valuation Information

Assessed Year	2025
Building Value	\$0.00
Extra Features Value	\$1,552.00
Total Land Value	\$6,110,630.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
Just Market	\$6,112,182.00
Total Deferred	\$211,833.00
Assessed Value	\$5,900,349.00
Total Exemptions	\$5,900,349.00
Taxable Value	\$0.00

Values listed are from our working tax roll and are subject to change. Exemption and taxable values shown reflect County-level assessment.

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2024	\$0	\$1,683	\$6,110,630	\$0
2023	\$0	\$1,815	\$4,874,507	\$0
2022	\$0	\$0	\$4,873,330	\$0
2021	\$0	\$0	\$4,873,330	\$0
2020	\$0	\$0	\$4,873,330	\$0
2019	\$0	\$0	\$1,465,030	\$0
2018	\$0	\$0	\$1,465,030	\$0
2017	\$0	\$0	\$1,465,030	\$0
2016	\$0	\$0	\$1,465,030	\$0
2015	\$0	\$0	\$1,465,030	\$0
2014	\$0	\$0	\$1,465,030	\$0

Extra Feature Information

Code Description	Status	Value
Gate - Average (Mix)		461
Wood Fence - Under 6' (COM)		1091

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
State Owned	0	0	27.14	AC	\$6,106,500
Conservation Easements	0	0	7.02	AC	\$3,510
Marshes & Tidal Lands	0	0	2.48	AC	\$620

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
11/21/2019	11/15/2019	\$6,500,000.00	WARRANTY DEED	4835	1731	U	V	FISH ISLAND DEVELOPMENT LLC	TIITF

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
11/21/2019	11/15/2019	\$0.00	QUIT CLAIM DEED	<u>4835</u>	<u>1667</u>	U	V	FISH ISLAND VILLAGE LLC	FISH ISLAND DEVELOPMENT LLC
1/30/2017	1/27/2017	\$0.00	LIS PENDENS	<u>4323</u>	<u>1547</u>	U	V	ATLANTIC COAST BANK	FISH ISLAND DEVELOPMENT LLC
5/30/2012	3/20/2012	\$100.00	CONSERVATION EASEMENT	<u>3567</u>	<u>408</u>	U	V	ST JOHNS RIVER WATER MANAGEMENT DISTRICT	FISH ISLAND DEVELOPMENT LLC
7/19/2011	7/18/2011	\$100.00	CONSERVATION EASEMENT	<u>3455</u>	<u>1925</u>	U	V	FISH ISLAND DEVELOPMENT LLC	ST JOHNS RIVER WATER MANAGEMENT DISTRICT
	11/19/2007	\$0.00	OTHER INSTRUMENT	<u>3015</u>	<u>848</u>	U	V		FISH ISLAND DEVELOPMENT LLC
	11/25/2002	\$100.00	QUIT CLAIM DEED	<u>1956</u>	<u>33</u>	U	V	THOMPSON BROS REALTY ETAL	FISH ISLAND DEVELOPMENT LLC
	11/25/2002	\$100.00	QUIT CLAIM DEED	<u>1956</u>	<u>27</u>	U	V	THOMPSON BROS REALTY ETAL	FISH ISLAND DEVELOPMENT LLC
	11/21/2002	\$2,600,000.00	WARRANTY DEED	<u>1956</u>	<u>19</u>	Q	V	THOMPSON BROS REALTY INC ETAL	FISH ISLAND DEVELOPMENT LLC

No data available for the following modules: Sales Questionnaire Form, Building Information, Sketch Information.

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.

| [User Privacy Policy](#) | [GDPR Privacy Notice](#)
 Last Data Upload: 8/12/2025, 11:53:03 PM

Contact Us

Developed by
 **SCHNEIDER**
 GEOSPATIAL

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

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

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1622100017	No Image Available
Location	STATE ROAD 312	
Address	SAINT AUGUSTINE 32080-0000	
Neighborhood	Anastasia Island (COM) (2650.01)	
Tax Description*	3-1G PT OF GLS 3 & 6 INSIDE ST AUG CITY LIMITS BY ORD #95-31 #97-13 & #98-14 - AKA PHASE 2 OR4835/1731 <i>*The Description above is not to be used on legal documents.</i>	
Property Use Code	State Owned - TIITF (8710)	
Subdivision	N/A	
Sec/Twp/Rng	29-7-30	
District	City of St Augustine (District 452)	
Millage Rate	18.72	
Acreage	9.690	
Homestead	N	

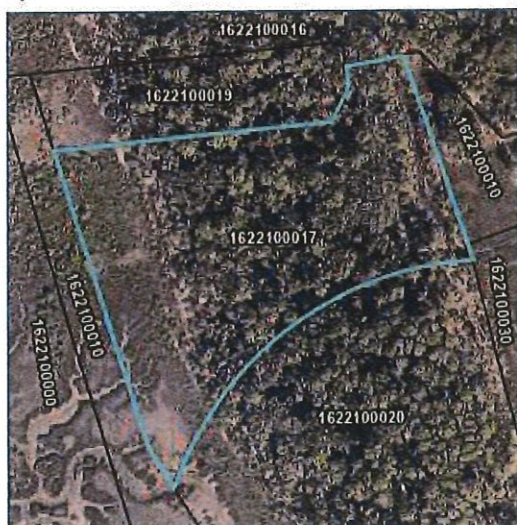
Owner Information

Owner Name	<u>Tiitf</u> 100%
Mailing Address	C/O FLORIDA DEPT OF ENVIRONMENTAL PROTECTION 3900 COMMONWEALTH BLVD MAIL STATION 115 TALLAHASSEE, FL 32399-3000

Exemption Information

Exemption Type	Status	Amount
State (TRIIF)		\$634,113

Map



Valuation Information

Assessed Year	2025
Building Value	\$0.00
Extra Features Value	\$0.00
Total Land Value	\$1,470,040.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
Just Market	\$1,470,040.00
Total Deferred	\$835,927.00
Assessed Value	\$634,113.00
Total Exemptions	\$634,113.00
Taxable Value	\$0.00

Values listed are from our working tax roll and are subject to change. Exemption and taxable values shown reflect County-level assessment.

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2024	\$0	\$0	\$1,470,040	\$0
2023	\$0	\$0	\$524,060	\$0
2022	\$0	\$0	\$522,435	\$0
2021	\$0	\$0	\$522,435	\$0
2020	\$0	\$0	\$522,435	\$0
2019	\$0	\$0	\$160,185	\$0
2018	\$0	\$0	\$160,185	\$0
2017	\$0	\$0	\$160,185	\$0
2016	\$0	\$0	\$160,185	\$0
2015	\$0	\$0	\$160,185	\$0
2014	\$0	\$0	\$160,185	\$0

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
State Owned	0	0	6.53	AC	\$1,469,250
Marshes & Tidal Lands	0	0	3.16	AC	\$790

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
11/21/2019	11/15/2019	\$6,500,000.00	WARRANTY DEED	4835	1731	U	V	FISH ISLAND DEVELOPMENT LLC	TIITF
11/21/2019	11/15/2019	\$0.00	QUIT CLAIM DEED	4835	1667	U	V	FISH ISLAND VILLAGE LLC	FISH ISLAND DEVELOPMENT LLC
1/30/2017	1/27/2017	\$0.00	LIS PENDENS	4323	1547	U	V	ATLANTIC COAST BANK	FISH ISLAND DEVELOPMENT LLC
	5/14/2004	\$1,000,000.00	WARRANTY DEED	2203	816	Q	V	THOMPSON BROS REALTY INC, MIZELL ZANE R ETAL	FISH ISLAND DEVELOPMENT LLC

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

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

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1622100020	No Image Available
Location Address	STATE ROAD 312	
	SAINT AUGUSTINE 32080-0000	
Neighborhood	Anastasia Island (COM) (2650.01)	
Tax Description*	3-1J PT OF GLS 3 & 6 SEC 29 & PT SEC 32-T7S-R30E - PHASE 3 OR4835/1731	
	<i>*The Description above is not to be used on legal documents.</i>	
Property Use	State Owned - TIITF (8710)	
Code		
Subdivision	N/A	
Sec/Twp/Rng	29-7-30	
District	City of St Augustine (District 452)	
Millage Rate	18.72	
Acreage	23.570	
Homestead	N	

Owner Information

Owner Name	TIITF 100%
Mailing Address	C/O FLORIDA DEPT OF ENVIRONMENTAL PROTECTION 3900 COMMONWEALTH BLVD MAIL STATION 115 TALLAHASSEE, FL 32399-3000

Exemption Information

Exemption Type	Status	Amount
State (TRIIF)		\$3,033,275

Map



Valuation Information

Assessed Year	2025
Building Value	\$0.00
Extra Features Value	\$0.00
Total Land Value	\$3,033,275.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
Just Market	\$3,033,275.00
Total Deferred	\$0.00
Assessed Value	\$3,033,275.00
Total Exemptions	\$3,033,275.00
Taxable Value	\$0.00

Values listed are from our working tax roll and are subject to change. Exemption and taxable values shown reflect County-level assessment.

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2024	\$0	\$0	\$3,033,275	\$0
2023	\$0	\$0	\$3,033,275	\$0
2022	\$0	\$0	\$3,033,275	\$0
2021	\$0	\$0	\$3,033,275	\$0
2020	\$0	\$0	\$3,033,275	\$0
2019	\$0	\$0	\$640,400	\$0
2018	\$0	\$0	\$640,400	\$0
2017	\$0	\$0	\$640,400	\$0
2016	\$0	\$0	\$640,400	\$0
2015	\$0	\$0	\$640,400	\$0
2014	\$0	\$0	\$640,400	\$0

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
State Owned	0	0	13.47	AC	\$3,030,750
Marshes & Tidal Lands	0	0	10.1	AC	\$2,525

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
11/21/2019	11/15/2019	\$6,500,000.00	WARRANTY DEED	4835	1731	U	V	FISH ISLAND DEVELOPMENT LLC	TIITF
11/21/2019	11/15/2019	\$0.00	QUIT CLAIM DEED	4835	1667	U	V	FISH ISLAND VILLAGE LLC	FISH ISLAND DEVELOPMENT LLC
1/30/2017	1/27/2017	\$0.00	LIS PENDENS	4323	1547	U	V	ATLANTIC COAST BANK	FISH ISLAND DEVELOPMENT LLC
	6/2/2005	\$2,700,000.00	WARRANTY DEED	2456	772	Q	V	THOMPSON BROS REALTY INC & MIZELL ZANE ETAL	FISH ISLAND DEVELOPMENT LLC

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: Mayor, Vice-Mayor and Commissioners

DATE: February 9, 2026

RE: **2025-26 Nights of Lights Season Report**

The 2025-26 Nights of Lights event was unlike any of the previous event years, going back to 1993. The prior 2024-25 season saw a huge influx of visitors that overwhelmed the community and our ability to manage traffic congestion, downtown parking and public safety. In response to the 2024-25 event, the city government made a series of changes.

- Created a new neighborhood parking program,
- Limited vehicular access to the downtown area and created ride-share hubs,
- Installed pedestrian safety barriers,
- Increased shuttles to satellite parking lots and created an Island shuttle,
- Installed portable restrooms and paid for a private service to help clean and maintain restrooms and pick up trash in the downtown area,
- Engaged the St. Johns County Sheriff's Office and St. Augustine Beach Police Department for additional law enforcement help to manage traffic and provide more police presence in the event areas.

The combination of limiting the event duration and significantly increasing the investment in event management resources led to a very successful 2025-26 Nights of Lights season. This report will focus on the following areas,

- Challenges from the 2024-25 Season
- Solutions Implemented for 2025-26 Season
- Current Season Observations
- Future Season Recommendations
- Cost Associated with Operation

If you have any questions, please let me know.



David Birchim
City Manager



2025-2026 *Nights of Lights Season Review*

David Birchim, AICP
City Manager

*City Commission Meeting
February 9, 2026*



Introduction

How did we get here?

- Increased seasonal visitation
- Public safety concerns
- Increased vehicular traffic
- Pedestrian congestion and safety
- Lack of public restrooms
- Inefficient shuttle operations
- Residential parking challenges
- Workforce parking concerns
- Illegal parking enforcement
- Modified season dates



Parking Operations: Historic Downtown Parking Facility

Challenges from 2024-2025 Season

- Traffic congestion at US-1 & Castillo
- Limited shuttle service, reduced alternative parking options
- Congestion and confusion at garage entrance
- Garage staff and law enforcement coordination challenges
- \$20 all-day rate did not discourage parking, frequent closures

Solutions Implemented for 2025-2026 Season

- Expanded shuttle services
- Garage rate increased to \$40 during shuttle operation times
- Implemented law enforcement presence at US-1 & Castillo and garage exits
- Improved coordination with law enforcement for closures and traffic control



Parking Operations: Historic Downtown Parking Facility

Current Season Observations

- Garage closures increased, 77 → 79
- Total vehicle entries decreased, 135,359 → 129,023
- Patrons dissatisfied with \$40 rate
- Traffic delays at garage exits validated law enforcement presence

Future Season Recommendations

- Continue close coordination with law enforcement for closures and traffic control
- Maintain mandatory officer presence at garage exits

2025-2026 Cost of Operations: \$16,463.55

- Traffic Guards & Security: \$10,161.80
- Overtime (Garage Staff & SAPD): \$5,660.59
- Part-Time Shifts: \$641.16



Transportation and Mobility: Shuttle Operations

Challenges from 2024-2025 Season

- Free shuttles operated for 12 nights
- 19,450 total passengers
- Pedestrian/vehicular congestion, gridlock
- Shuttle service primarily operated from Broudy's Lot

Solutions Implemented for 2025-2026 Season

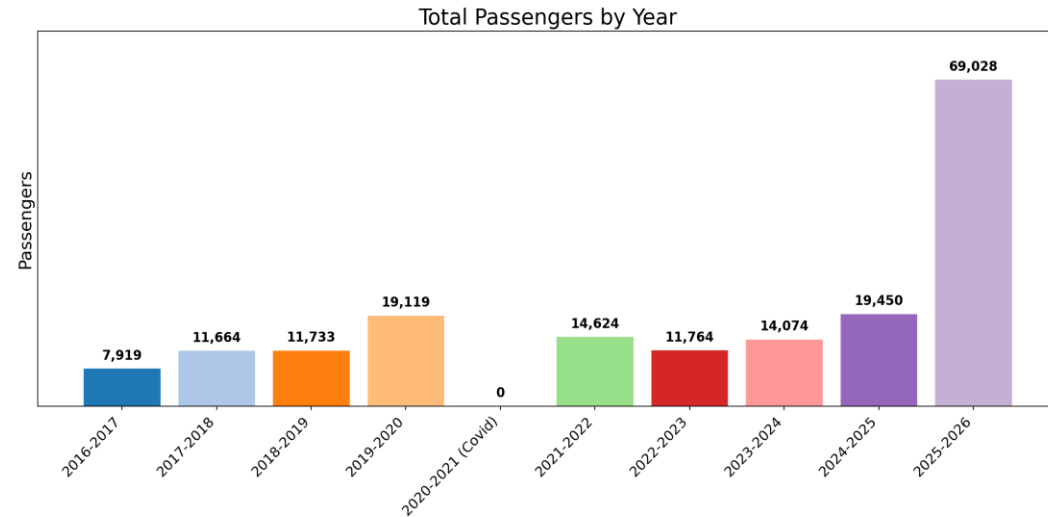
- Expanded operations to 33 days
- Daily operations at all shuttle lots, including SJC Health Department



Transportation and Mobility: Shuttle Operations

Current Season Observations

- 69,028 total passengers
 - 34,930 passengers during peak times
- Longest wait times:
 - SJC Health Department: up to 1 hour
 - Broudy's Lot: up to 45 minutes
- Operational adjustments:
 - 2 direct bus routes from the North San Marco Lot
 - 3 to 4 buses operating continuously from SJC Health Department
- Route prioritized the use of US-1 to reduce impacts along San Marco Avenue
- Daily shuttle operations appeared to reduce gridlock and traffic congestion



Transportation and Mobility: Shuttle Operations

Future Season Recommendations

- Continue daily use of multiple lots
- Maintain or expand shuttle operations
- Identify a shuttle location south of King Street due to Broudy's Lot construction

Cost of Operations

- 2024-2025 Shuttle Operations: \$128,019
- 2025-2026 Shuttle Operations: \$516,590



Transportation and Mobility: STAR Circulator

Challenges from 2024-2025 Season

- Downtown STAR Circulator operations concluded at 5PM
- No transportation service operating to/from St. Augustine Beach

Solutions Implemented for 2025-2026 Season

- Expanded STAR Circulator service to Anastasia Island and St. Aug. Beach
- Hours of operation 5PM to midnight daily

Current Season Observations

- **Downtown STAR Circulator ridership**
 - 6,841 passenger, 2,362 passengers during peak times
 - No wait times or operational issues reported



Transportation and Mobility: STAR Circulator

Current Season Observations Continued

- **Anastasia Island STAR Circulator**
 - 16,391 total passengers, 8,203 during peak period
 - Operated 56 nights, excluding New Year's Eve
 - Initial wait time of 30 minutes with two buses operating
 - Improved wait time to 15 minutes with four buses operating
- Expanded circulator services reduced the number of vehicles driving into downtown
- Received positive feedback, interest to expand to year-round service

Future Season Recommendations

- Continue Anastasia Island STAR Circulator
- Evaluate opportunities for expansion

Cost of Operations

- Downtown STAR Circulator: \$27,558
- Anastasia STAR Circulator Shuttle: \$40,804
- Light towers and restrooms for LUN: \$3,500



Transportation and Mobility: Residential Parking

Challenges from 2024-2025 Season

- Limited parking availability for neighborhoods adjacent to downtown
- Limited evening parking enforcement

Solutions Implemented for 2025-2026 Season

- Temporary residential permit parking implemented
- Resident-led initiative approved
- Program applied to SAUNA and FML neighborhoods
- Time-based parking restrictions
- Expanded evening parking enforcement



Transportation and Mobility: Residential Parking

Current Season Observations

- 920 residential permits issued
- Residents reported improved parking availability and reduced congestion
- Residential parking boundaries excluded certain commercial zones

Future Season Recommendations

- Update permitted parking signage to include the City seal
- Re-evaluate mixed-use streets
- Evaluate expansion into additional adjacent neighborhoods



Transportation and Mobility: Workforce Parking

Challenges from 2024-2025 Season

- Limited options for downtown employees
- Feedback from business owners needing employee parking

Solutions Implemented for 2025-2026 Season

- Toques Lot
 - 24/7 access
 - 47 spaces
 - Businesses eligible
 - \$79.88 per space/month
- Granada Lot
 - Mon - Fri 6PM – 6AM, Sat - Sun All Day
 - 148 spaces
 - Businesses or individual employees eligible
 - \$25 per space/month (rate reduced from \$53.25)
- Flagler College Garage
 - Seasonal (Dec. 13 - Jan. 4)
 - 250 spaces
 - Businesses or individual employees eligible
 - \$53.25 per permit



Transportation and Mobility: Workforce Parking

Current Season Observations

- Toques Lot reached capacity, lot often appeared empty, suggesting low utilization
- Granada Lot, five permits issued
- Flagler Garage, 12 permits issued

Future Season Recommendations

- Continue permanent workforce parking at the Toques and Granada Lots
- Increase promotion of the Granada Lot to increase year-round participation
- Evaluate the Flagler College garage agreement



Transportation and Mobility: Maintenance of Traffic

Challenges from 2024-2025 Season

- Increased complaints related to cut-through traffic in residential neighborhoods
- Limited traffic control measures during peak times
- Negative impacts to resident quality of life

Solutions Implemented for 2025-2026 Season

- Implemented weekend traffic controls using barricades and drums
- Introduced new traffic and pedestrian controls



Transportation and Mobility: Maintenance of Traffic

Current Season Observations

- Positive resident feedback regarding reduced cut-through traffic
- Improved traffic flow and pedestrian safety in high-traffic areas
- Effective operational coordination with contractors, law enforcement, and Mobility staff

Future Season Recommendations

- Continue the US-1 Maintenance of Traffic plan
 - Barricades
 - Drums
 - Law enforcement presence
- Continue Avenida Menendez and Cathedral Place pedestrian and traffic controls



Transportation and Mobility: Parking Enforcement

Challenges from 2024-2025 Season

- Visitors parked illegally regardless of citation costs
- High demand for restricted and reserved parking

Solutions Implemented for 2025-2026 Season

- Increased illegal parking citation from \$35 to \$100
- Increased Parking Enforcement staff on weekends



Transportation and Mobility: Parking Enforcement

Current Season Observations

- Citations decreased, 3,772 → 3,416
- Warnings increased, 88 → 154
- Parking revenue declined, \$701,930 → \$597,877
 - Loss of metered inventory
 - Parking restrictions
- Negative public response to increase in illegal parking citation rate
- Parking Enforcement Overtime totaled 104 hours

Future Season Recommendations

- Continue enforcing higher citation rate to discourage illegal parking



Public Restrooms

Challenges from 2024-2025 Season

- Limited inventory of public restrooms
- Overcrowding, long lines, aggressive behavior
- Complaints of public urination, vandalism, negative business impact

Solutions Implemented for 2025-2026 Season

- Contracted Third-Party Custodial Service Provider
 - Supplemented City staff with downtown custodial service
 - Serviced public and portable restrooms
 - Provided extended coverage including holidays
 - Provided services until 2AM during peak times
- Increased Portable Restroom Facilities
 - Maintained 32 portable restrooms at 4 locations
 - Up to 75 portable restrooms during peak times
 - Weekly cleaning and servicing
 - Daily cleaning and servicing during peak times



Public Restrooms

Current Season Observations

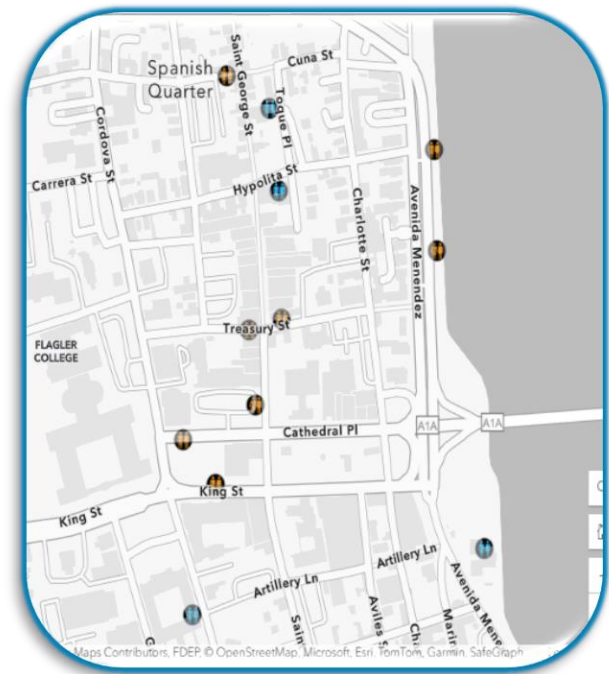
- Expanded restroom locations improved access and reduced negative impact on businesses
- Custodial support increased cleanliness of restrooms
- Increased inventory during peak times prevented facilities shortages

Future Season Recommendations

- Continue third-party custodial services
- Consider increasing the number of portable restrooms
- Deploy on-site restroom monitoring at high-volume locations to ensure cleanliness

2025-2026 Cost of Operations: \$96,712

- Portable Restrooms & servicing: \$59,672
- Third party janitorial service: \$37,040



Solid Waste: Cleanliness and Staffing

Challenges from 2024-2025 Season

- Limited staffing
- Businesses affected by waste
- Overflowing trash bins and litter during peak events
- Solid Waste crews unable to respond quickly due to traffic and pedestrian congestion

Solutions Implemented for 2025-2026 Season

- Third-party custodial support services
- Increased trash and recycling carts in high volume areas
- Staff worked extended shifts during peak times



Solid Waste: Cleanliness and Staffing

Current Season Observations

- Custodial service provider support helped maintain appearance and prevent trash overflow
- Improved overall appearance due to reduced visible litter in high-traffic areas
- Expanded staffing and holiday coverage improved cleanliness
- Collection volume increased, 73% increase at the Tolomato compactor

Future Season Recommendations

- Continue using a third-party service provider
- Initiate earlier vendor onboarding to improve operational efficiency
- Incorporate Nights of Lights branded uniforms to easily identify vendor staff



Property Services: Cleanliness and Staffing

Challenges from 2024-2025 Season

- Limited staffing coverage
- Difficulty maintaining public restroom cleanliness due to high usage

Solutions Implemented 2025-2026 Season

- Contracted third-party custodial service provider

Current Season Observations

- Noticeable improvement in cleanliness of restrooms and downtown areas
- Overtime limited to *Light-Up!* Night and Christmas Day

Future Season Recommendations

- Continue third-party janitorial support for restrooms and sanitation services

Cost of Operations

- Supply cost \$13,624



Public Safety: Police Department

Challenges from 2024-2025 Season

- High staffing demands during Nights of Lights and special events
- Increased off-duty job requests, reliance on multiple agencies
- Complex pedestrian and vehicular traffic
- Growing concerns related to congestion, illegal parking, mobility conflicts

Operational Actions Implemented for 2025-2026 Season

- Multi-agency coordination to support public safety and traffic operations
 - 247 hours of overtime, 220 off-duty hours worked
 - 1,492 hours worked by St. Johns County Sheriff's Office
 - 16 hours worked by St. Augustine Beach Police Department
- Youth Resource Deputies deployed to St. George Street during Winter Break
- 341 total off-duty job requests



Public Safety: Police Department

Current Year Observations

- 7,112 calls for service, 194 arrests, 221 crashes
- One major incident: traffic fatality (vehicle vs. pedestrian)
- Bike racks, barricades, and a mobile camera tower deployed
- Traffic direction and re-routing:
 - Bridge of Lions westbound traffic redirected to Avenida Menendez during peak times
 - Hypolita Street closed to general traffic on Fridays and Saturdays
 - Treasury Street closed at St. George Street with Meridian Barricades
 - Controlled access implemented on Toques Place and Charlotte Street during closures
 - Bike racks added at Bridge of Lions crossings

Future Season Recommendations

- Continue coordinated multi-agency staffing during Nights of Lights
- Maintain use of physical barriers, bike racks, and traffic routing measures



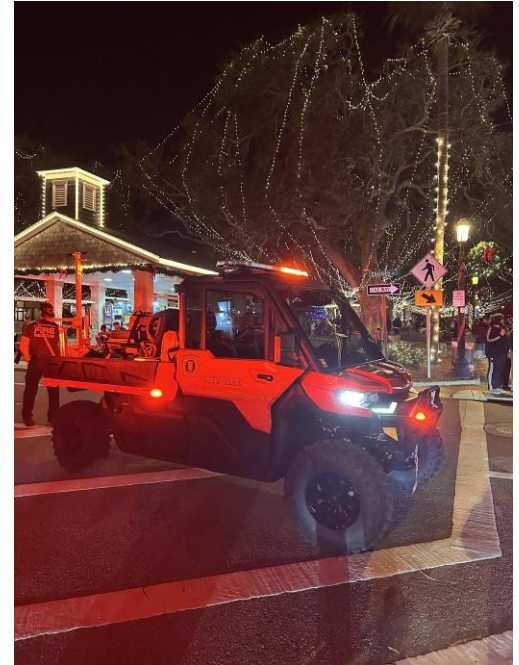
Public Safety: Fire Department

Challenges from 2024-2025 Season

- Traffic congestion caused response and return-to-station delays
- Street congestion limited apparatus access
- Increased staffing and overtime required

Operational Actions Implemented for 2025-2026 Season

- 373 hours of overtime
- 24 hours of salary personnel used to fill staffing vacancies
- 106 hours of preparation



Public Safety: Fire Department

Current Year Observations

- Residential permit parking improved street access, supporting two-way traffic flow
- 770 calls for service
 - 8-week average: 675 calls (consistent with prior years)
- Response times remained within normal ranges
- Return-to-station times improved compared to 2024

Future Year Recommendations

- Continue interdepartmental coordination
- Maintain advance staffing and operational preparation



Code Enforcement

Unregistered Short-Term Rentals (STRs)

- 97 unregistered STRs identified
- 40 came into compliance after proactive email outreach
- 50 complied after violation notices issued
- 16 cases are scheduled for Special Magistrate hearings

Pop-Up Parking Lots

- 4 active cases under investigation
- 3 cases scheduled for Special Magistrate hearings



Communications

Challenges from 2024 - 2025 Season

- City promotes *Light-Up! Night* as its signature event
- Free Park & Ride Shuttle service through the month of December
- Providing information about alternatives for parking
- Promotion has not focused on the *Nights of Lights* season

Solutions Implemented 2025 - 2026 Season

- Stakeholder meetings and public engagement
 - Five public meetings, neighborhood associations, elected officials
- Increased coordination with St. Johns County Office of Public Affairs
- Collaboration with VCB
 - Mobile App - "Know Before You Go" campaign
- Increased communications
 - Social media and website administration
 - Parking and mobile app advertising
 - Television and radio media coverage
 - Television and radio appearances by leadership



Communications

Current Season Observations

- Social media channels increased metrics
 - 2025 FB: 112 posts, 2.4M views, 98K engagements
 - 2024 FB: 74 posts, 571K views, 19K engagements
 - 2025 IG: 102 posts, 225K views, 4500 engagements
 - 2024 IG: 54 posts, 65K views, 2600 engagements

- Website increased metrics

Metric	2024–25	2025–26	Change
Users	132,014	138,067	+6,053 users (+4.6%)
Sessions	183,224	322,066	+138,842 sessions (+75.8%)
• Parking/Shuttle – most visited webpages and search terms			

- Mobile App Total downloads: 79, 722

Future Season Recommendations

- Continue expanded media coverage
- Promote Mobile App
- Continue collaboration with SJC/VCB and community stakeholders
- Increase social media presence and alternative communication strategies



Budgeted Revenue and Expense

2025/2026 Budgeted Revenue

TDC Grants:

- Shuttles, lighting/security, rental \$601,200
- Light installation, décor, electrical \$231,520
- Promotional Activity \$18,000

Total TDC Grants: \$850,720

- Increase in Sales, Use Tax \$25,000

2025/2026 Budgeted Revenues \$875,720

2025/2026 Budgeted Expense

- Shuttles, lighting/security, rental \$601,200
- Light installation, décor, electrical \$251,520
- Promotional Activity \$18,000
- Increased Restrooms/Cleaning \$217,612
- Public Safety, pedestrian & traffic support \$295,780

2025/2026 Budgeted Expense \$1,384,112

\$875,720 General Fund Revenue -- \$1,384,112 General Fund Expense = Net City Expense \$508,392



Actual Revenue and Expense

2025/2026 Actual Revenue

TDC Grants:

• Shuttles, lighting/security, rental	\$605,663
• Light installation, décor, electrical	\$180,689
• Promotional Activity	\$10,930

Total TDC Grants: **\$797,282**

• Increase in Sales, Use Tax	\$25,000
------------------------------	----------

• **2025/2026 Actual Revenue** **\$822,282**

2025/2026 Actual Expense

• Shuttles, lighting/security, rental	\$605,663
• Light installation, décor, electrical	\$202,990
• Promotional Activity	\$10,930
• Increased Restrooms/Cleaning	\$132,420
• Public Safety, pedestrian & traffic Support	\$249,176

• **2025/2026 Actual Expense** **\$1,201,179**

\$822,282 General Fund Revenue -- \$1,201,179 General Fund Expense = Net City Expense \$378,897

* Meridian barricades purchased from General Fund Budget. Additional \$323,051 expense not reflected above.



Thank You



CITY OF ST. AUGUSTINE

MEMORANDUM

TO: Mayor and City Commissioners
DATE: January 27, 2026
RE: Reminder: Open Positions on Boards and Committees

Below is a list of Boards and Committees indicating current vacancies or upcoming term expirations. Your assistance in identifying and encouraging qualified candidates to apply is greatly appreciated.

- **Historic Architectural Review Board**
[One (1) Regular and One (1) Alternate Term Expiring 3/28/26]
- **Corridor Review Committee**
[One (1) Term Expiring 3/28/26]

Advertisements requesting applications for the above-referenced vacancy were published in the St. Augustine Record and posted on the City's website.

Sincerely,



Darlene Galambos
City Clerk

xc: Clerk's Office

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: David Birchim, City Manager

DATE: February 9, 2026

RE: City Commission Approval to use City Seal

The City of St. Augustine is participating in two upcoming collaborations: hosting an Irish Diaspora exhibit at the St. Augustine and St. Johns County Visitor Information Center, produced in part by the Office of the Consul General of Ireland; and a community event with Flagler College celebrating Spanish culture and heritage, in the spirit of the El Bollo Festival in Avilés, Spain.

Each initiative will be promoted by/with the respective organizations in partnership with the City of St. Augustine, and I respectfully request permission to use the City of St. Augustine seal in these efforts.

Please place this on the Consent Agenda for February 9, 2026, regular City Commission meeting for review and approval.

Respectfully,



Melissa Wissel, Communications Director

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: David Birchim, City Manager

RE: Selection of Jen Lomberg for the Red Cedar Award for Environmental Impact

DATE: February 9, 2026

In accordance with the process outlined in Resolution 2025-29, I ask that the nomination of Jen Lomberg as the first recipient of the Red Cedar Award for Environmental Impact be advanced for selection.

Please place this on the February 9, 2026, City Commission meeting consent agenda for her selection to be confirmed and the presentation be scheduled for April 27, 2026.

Thank you,



Barbara Blonder, Vice Mayor

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: David Birchim, City Manager

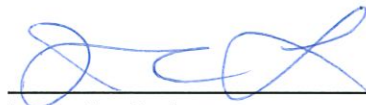
DATE: January 29, 2026

RE: **SATISFACTION AND RELEASE OF LIEN: 204 PELICAN REEF DRIVE**

Please find enclosed a Satisfaction and Release of Lien for 204 Pelican Reef Drive, owned by Michael W. Hutchinson. This release reflects the previously outstanding Code Enforcement lien levied against this property. The outstanding balance of \$24,500.00 has been paid in full.

Please place the Satisfaction and Release of Lien on the consent agenda for consideration and execution at the February 9, 2026 City Commission meeting.

Should you have any questions or comments, please do not hesitate to contact me. Thank you.



Isabelle C. Lopez
City Attorney

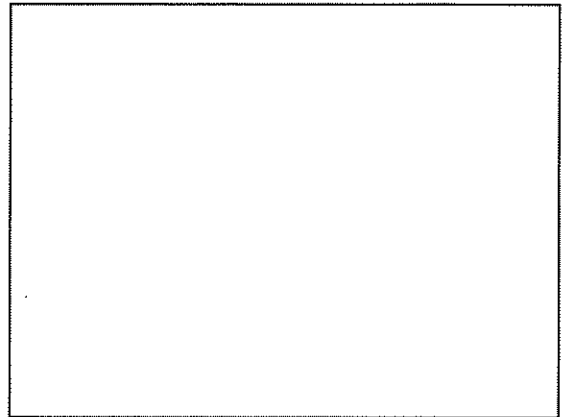
/sl
Attachment

xc: Meredith Breidenstein, Assistant City Manager
Reuben Frankline, Assistant City Manager
Darlene Galambos, City Clerk (*with original*)

Agenda Title:

Satisfaction and Release of the Code Enforcement lien levied against 204 Pelican Reef Drive as paid in full.

This instrument was prepared under the supervision and direction of Isabelle C. Lopez, City Attorney, P.O. Box 210, St. Augustine, Florida 32085



**SATISFACTION AND
RELEASE OF LIEN**

KNOW ALL MEN BY THESE PRESENTS:

THE CITY OF ST. AUGUSTINE, a municipal corporation organized and existing under the laws of the State of Florida, whose mailing address is P.O. Box 210, St. Augustine, Florida, 32085-0210 (hereinafter referred to as "Lienor"), in consideration of the covenants and agreements set forth hereinafter, hereby releases **MICHAEL W. HUTCHINSON**, whose address is 204 Pelican Reef Drive, St. Augustine, Florida 32080, his heirs, assigns or successors in title (hereinafter referred to as "Lienee"), from the "Order Imposing a Lien," executed by the Code Enforcement Special Magistrate and dated April 2, 2025, recorded at Official Records Book 6127, Page 1609, of the Public Records of St. Johns County, Florida, and relating to that certain lot, parcel or piece of land situated in the City of St. Augustine, St. Johns County, Florida, described in **Exhibit "A"** attached hereto and incorporated herein.

Lienor hereby releases said Lienee from any obligations created by or existing by virtue of said Lien, and such obligations related to said document have been fully performed and are therefore satisfied.

IN WITNESS WHEREOF, this Satisfaction and Release of Lien has been duly signed and executed by the Lienor, this ____ day of _____, 2026.

ATTEST:

CITY OF ST. AUGUSTINE, FLORIDA,
a municipal corporation

Darlene Galambos, City Clerk
(S E A L)

By: _____
Nancy Sikes-Kline, Mayor-Commissioner

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

WITNESS my hand and official seal, this _____ day of _____, 2026.

Notary Public, State of Florida

(S E A L)

EXHIBIT "A"

LEGAL DESCRIPTION: 111/57-61 PELICAN REEF BLOCK 12 PHASE 6 LOT 11 & S 17.56 FT OF
LOT 12 OR5674/1619 & 5788/1409(Q/C)

PARCEL ID NUMBER: 158573-0110

LOCATION ADDRESS: 204 PELICAN REEF DRIVE, ST. AUGUSTINE, FLORIDA 32080



BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

ORDER IMPOSING A LIEN

CASE NUMBER: CE2024-0464

IN THE MATTER OF:

Hutchinson Michael W

204 Pelican Reef Dr, Saint Augustine, FL, 32080

(Hereinafter referred to as Respondent)

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

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

Public Records of St. Johns County, FL

Clerk number: 2025027286

BK: 6127 PG: 1609

4/8/2025 11:08 AM

Recording \$27.00

VIOLATION SITE:

204 Pelican Reef Dr, Saint Augustine, FL, 32080

LEGAL DESCRIPTION:

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

PARCEL NUMBER:

1585730110

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

FINDINGS OF FACT AND CONCLUSIONS OF LAW

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

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

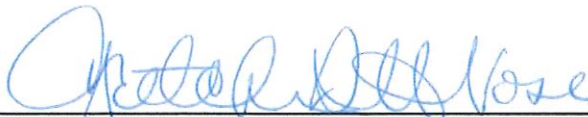
2. THIS MATTER originally came before the Special Magistrate for public hearing on April 2, 2025, after due notice to the Respondent(s), at which time the Special Magistrate heard testimony under oath and received evidence. The Special Magistrate issued findings of fact, conclusions of laws, and an oral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

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

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

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

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

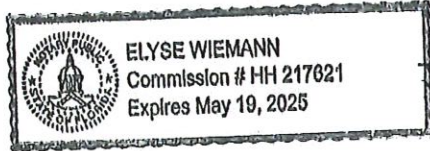


Gretchen R. H. Vose Esq, Special Magistrate
City of St. Augustine

STATE OF FLORIDA
COUNTY OF ST. JOHNS

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

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



Elyse Wiemann
Notary Public, State of Florida

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

BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

CERTIFICATE OF SERVICE

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

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

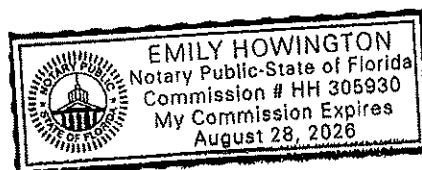
9489 0090 0027 6577 5059 75

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

9489 0090 0027 6577 5059 82

on this 8 day of April, 25

[Signature]



PAYMENT SUMMARY RECEIPT

CITY OF ST. AUGUSTINE - LIVE
75 King Street

DATE: 01/21/26 CUSTOMER#:
TIME: 09:23:36
CLERK: 1596pcou

RECPT#: 3318510 PREV BAL: 24500.00
TP/YR: P/2026 AMT PAID: 24500.00
BILL: 3318510 ADJSTMNT: .00
EFF DT: 01/21/26 BAL DUE: .00
Misc Cash Receipts

-----TOTALS-----

PRINCIPAL PAID: 24500.00
INTEREST PAID: .00
ADJUSTMENTS: .00
DISC TAKEN: .00

AMT TENDERED: 24500.00
AMT APPLIED: 24500.00
CHANGE: .00

PAID BY: [REDACTED] 204 Peli
PAYMENT METH: [REDACTED]
PAYMENT REF: [REDACTED]

TOT PREV BAL DUE: 24500.00
TOT BAL DUE NOW : .00
VA

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: David Birchim, City Manager

DATE: January 29, 2026

RE: **SATISFACTION AND RELEASE OF LIEN: 186 PELICAN REEF DRIVE**

Please find enclosed a Satisfaction and Release of Lien for 186 Pelican Reef Drive, owned by William J. Wolkoff, trustee of the William J. Wolkoff Trust dated May 7, 2014. This release reflects the previously outstanding Code Enforcement lien levied against this property. The outstanding balance of \$4,500.00 has been paid in full.

Please place the Satisfaction and Release of Lien on the consent agenda for consideration and execution at the February 9, 2026 City Commission meeting.

Should you have any questions or comments, please do not hesitate to contact me. Thank you.



Isabelle C. Lopez
City Attorney

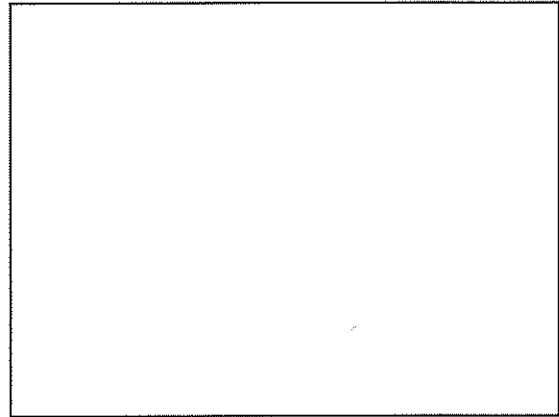
/s/
Attachment

xc: Meredith Breidenstein, Assistant City Manager
Reuben Frankline, Assistant City Manager
Darlene Galambos, City Clerk (*with original*)

Agenda Title:

Satisfaction and Release of the Code Enforcement lien levied against 186 Pelican Reef Drive as paid in full.

This instrument was prepared under the supervision and direction of Isabelle C. Lopez, City Attorney, P.O. Box 210, St. Augustine, Florida 32085



**SATISFACTION AND
RELEASE OF LIEN**

KNOW ALL MEN BY THESE PRESENTS:

THE CITY OF ST. AUGUSTINE, a municipal corporation organized and existing under the laws of the State of Florida, whose mailing address is P.O. Box 210, St. Augustine, Florida, 32085-0210 (hereinafter referred to as "Lienor"), in consideration of the covenants and agreements set forth hereinafter, hereby releases **WILLIAM J. WOLKOFF, TRUSTEE OF THE WILLIAM J. WOLKOFF TRUST DATED MAY 7, 2014**, whose address is 186 Pelican Reef Drive, St. Augustine, Florida 32080, his heirs, assigns or successors in title (hereinafter referred to as "Lienee"), from the "Order Imposing a Lien," executed by the Code Enforcement Special Magistrate and dated December 3, 2025, recorded at Official Records Book 6267, Page 1786, of the Public Records of St. Johns County, Florida, and relating to that certain lot, parcel or piece of land situated in the City of St. Augustine, St. Johns County, Florida, described in **Exhibit "A"** attached hereto and incorporated herein.

Lienor hereby releases said Lienee from any obligations created by or existing by virtue of said Lien, and such obligations related to said document have been fully performed and are therefore satisfied.

IN WITNESS WHEREOF, this Satisfaction and Release of Lien has been duly signed and executed by the Lienor, this ____ day of _____, 2026.

ATTEST:

CITY OF ST. AUGUSTINE, FLORIDA,
a municipal corporation

Darlene Galambos, City Clerk
(S E A L)

By: _____
Nancy Sikes-Kline, Mayor-Commissioner

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

WITNESS my hand and official seal, this _____ day of _____, 2026.

Notary Public, State of Florida

(S E A L)

EXHIBIT "A"

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

PARCEL ID NUMBER: 158573-0130

LOCATION ADDRESS: 186 PELICAN REEF DRIVE, ST. AUGUSTINE, FLORIDA 32080



BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

ORDER IMPOSING A LIEN

CASE NUMBER: CE2024-0394

IN THE MATTER OF:

Wolkoff William J Trust,
Wolkoff, William J

186 PELICAN REEF DR, Saint Augustine, FL, 32080

(Hereinafter referred to as Respondent)

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

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

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

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

PARCEL NUMBER: **1585730130**

THE SPECIAL MAGISTRATE HEARD TESTIMONY AND EXAMINED EVIDENCE AT A HEARING HELD ON DECEMBER 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 December 3, 2025, in accordance with Chapter 162 F.S.

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

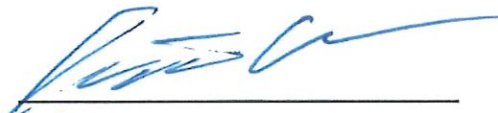
2. THIS MATTER originally came before the Special Magistrate for public hearing on , after due notice to the Respondent(s), at which time the Special Magistrate heard testimony under oath and received evidence. The Special Magistrate issued findings of fact, conclusions of laws, and an oral order reduced to writing and furnished to the Respondent(s) to take corrective action by a time certain, as more specifically set forth in that order. On October 1, 2025, the Special Magistrate issued an "Order Imposing a Fine" which set the amount at \$4,500. As of December 3, 2025, the fines had not been paid.

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

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

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

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



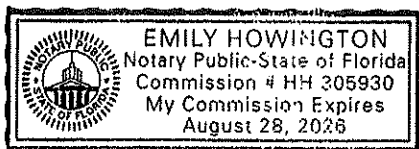
Garrett Olsen

, 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, Garrett Olsen, 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 December, A.D., 25.



[Signature]
Notary Public, State of Florida

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

BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

CERTIFICATE OF SERVICE

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

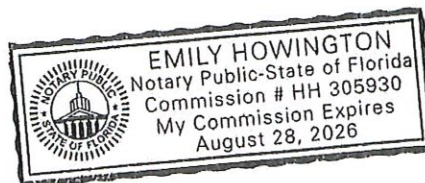
Wolkoff William J Trust, Wolkoff William J, 390 A1A BEACH BLVD #12

SAINT AUGUSTINE, FL 32080, 9489 0090 0027 6675 2528 32

Wolkoff William J Trust, Wolkoff William J, PELICAN REEF DR, SAINT AUGUSTINE, FL 32080

9489 0090 0027 6675 2528 49

on this 4 day of December, 25



PAYMENT SUMMARY RECEIPT

CITY OF ST. AUGUSTINE - LIVE
75 King Street

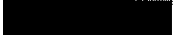
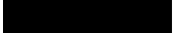
DATE: 01/21/26 CUSTOMER#:
TIME: 09:20:39
CLERK: 1596pcou

RECPT#: 3318507 PREV BAL: 4500.00
TP/YR: P/2026 AMT PAID: 4500.00
BILL: 3318507 ADJSTMNT: .00
EFF DT: 01/21/26 BAL DUE: .00
Misc Cash Receipts

-----TOTALS-----

PRINCIPAL PAID: 4500.00
INTEREST PAID: .00
ADJUSTMENTS: .00
DISC TAKEN: .00

AMT TENDERED: 4500.00
AMT APPLIED: 4500.00
CHANGE: .00

PAID BY:  186 PeLi
PAYMENT METH: 
PAYMENT REF: 

TOT PREV BAL DUE: 4500.00
TOT BAL DUE NOW : .00
VA

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: David Birchim, City Manager

DATE: February 2, 2026

RE: **EMINENT DOMAIN: LAKE MARIA SANCHEZ– INVOICE FOR PROFESSIONAL SERVICES**

Enclosed please find Invoice No. 01-2026-14-5814 dated January 31, 2026 from Cavendish Partners, P.A. for legal services rendered in the Lake Maria Sanchez eminent domain matter.

The amount due is **\$6,069.50**. We have reviewed the billing and submit same to you for placement on the consent agenda for the February 9, 2026 City Commission meeting.

{ *WITH THIS INVOICE THE TOTAL EXPENDED TO DATE FOR ATTORNEY'S
FEES AND COSTS ON THIS MATTER EQUALS \$93, 761.34.* }

Thank you.



Isabelle C. Lopez
City Attorney

/sl
Attachment

xc: Meredith Breidenstein, Assistant City Manager
Reuben Franklin, Assistant City Manager
Darlene Galambos, City Clerk

CAVENDISH PARTNERS

P.A.

200 West Forsyth Street, Suite 1300
Jacksonville, FL 32202

INVOICE

Date: 01/31/2026

Invoice #: 01-2026-14-5814

Matter: Eminent Domain re Lake Maria Sanchez

File #: 5814

INVOICE TOTAL AND BALANCE DUE \$6,069.50

Bill To:

Isabelle Lopez, City Attorney
75 King Street
P.O. Box 210

St Augustine, FL 32085

Due Date: 03/02/2026

Please Remit Payment To:

Cavendish Partners, P.A.
200 West Forsyth Street
Suite 1300
Jacksonville, FL 32202

**PAYMENTS RECEIVED AFTER 01/31/2026 ARE
NOT REFLECTED IN THIS BALANCE DUE INVOICE**

CITY OF ST. AUGUSTINE

MEMORANDUM

TO: Mayor and City Commissioners

DATE: January 29, 2026

RE: QUARTERLY REPORT: 1ST QUARTER FY 2025-2026

Please find enclosed the following documents reflecting the fiscal year 2025-2026 1st quarter in review for the City Attorney's office:

- ❖ **WORK LOG DRAFTING & REVIEW CHART (155 ITEMS)**
- ❖ **PUBLIC MEETINGS ATTENDANCE CHART (48.00 HOURS)**
- ❖ **CITY ORDINANCE VIOLATION DISPOSITION CHART (22 CASES)**
- ❖ **ORDINANCE & RESOLUTION CHART (5 ITEMS)**
- ❖ **STAFF & NEW BOARD MEMBER TRAINING CHART (2 HOURS)**

This quarterly report mirrors the same categories as our annual report. As always, should you wish to meet with me individually to discuss any of this information, or the specifics of a particular matter, please do not hesitate to let me know.

Matters of ongoing civil litigation with retained outside counsel appropriated from General Fund Reserves, invoiced monthly and approved on consent agenda are:

- 1) Eminent Domain/Order of Taking: This is a matter recently filed involving multiple homeowners regarding the City's Lake Maria Sanchez Flood Mitigation and Drainage Improvement Project. The City has attempted to obtain all necessary easements for the project by voluntary agreement with property owners, however it has been unable to do so. The projected value of the easements still needed, along with other expenses for the order of taking is \$427,399.00. The Court entered an Order of Taking on behalf of the City and the trial is scheduled for October 2026.
- 2) Digital Trust LLC v. Other Brown, LLC This is a matter regarding a mortgage foreclosure in which the City has a utility mortgage lien. The City filed its Answer and Affirmative defenses on October 22, 2025. A Case Management Conference is scheduled for March 4, 2026.

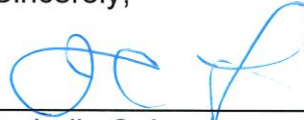
Matters of ongoing bankruptcy and civil litigation being handled in house are:

- 1) Big Lots, Inc. (Unpaid utilities - Bankruptcy)
- 2) Bank of America v. Maypray (Mortgage foreclosure in which the City has a CRA rehabilitation lien. Currently on inactive status.)

In addition, the Florida League of Cities provides coverage on some damages-based litigation.

Please place this quarterly report on the consent agenda for the February 9, 2026 City Commission meeting. The attached charts are included for the Commission's information, and I am available for a presentation if the Commission requests one.

Sincerely,



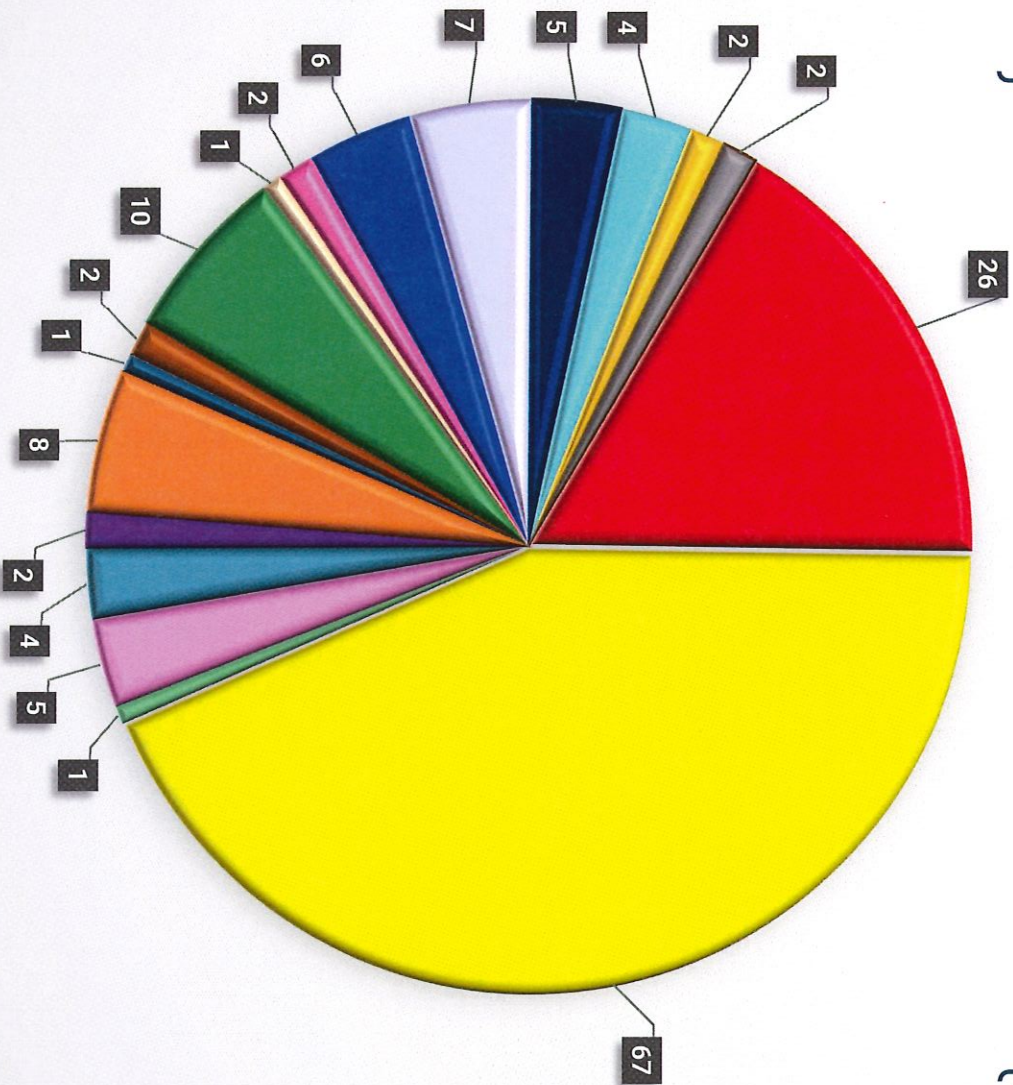
Isabelle C. Lopez
City Attorney

Attachments

WORK LOG DRAFTING & REVIEW: 1ST QUARTER FY 2025-2026

[BY NUMBER OF ITEMS]

[TOTAL: 155 ITEMS]



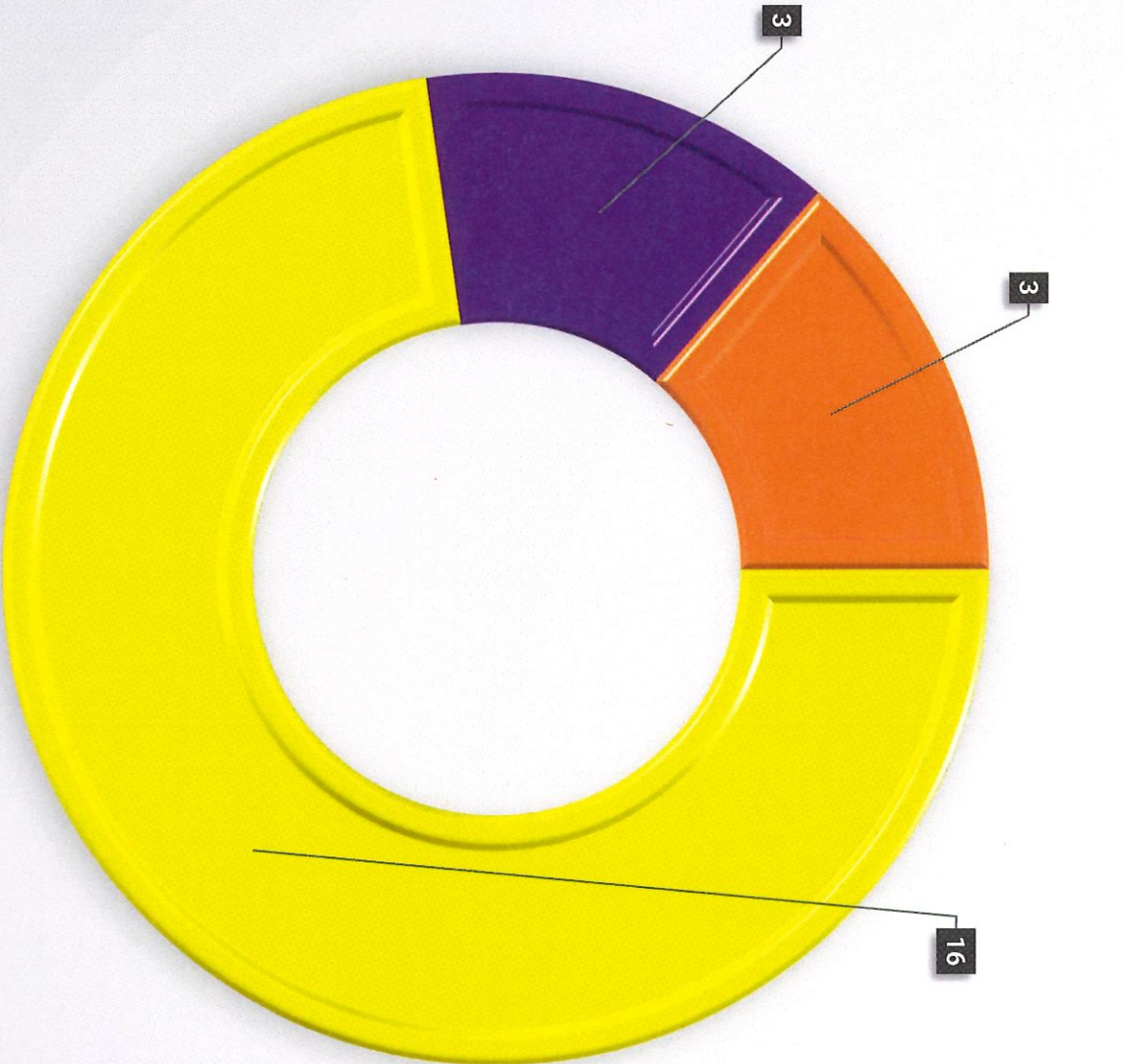
Agreement - 67	Application - 1	Bill of Sale - 5	Contract - 4	Correspondence - 2	Easement - 8
Form - 1	Franchise - 2	Lease - 10	License - 1	Lien Release - 2	Maintenance Bond - 6
Order - 7	Ordinance - 5	Performance Bond - 4	Pleading - 2	Policy - 2	Research - 26

PUBLIC MEETING ATTENDANCE: 1ST QUARTER FY 2025-2026

[Total Number: 48.00 Hours]



CITY ORDINANCE VIOLATIONS: 1ST QUARTER FY 2025-2026



[BY NUMBER OF CASES]

[TOTAL: 22 CASES]



ORDINANCES & RESOLUTIONS – 1ST QUARTER FY 2025-2026

[TOTAL: 5 ITEMS]

ORDINANCES

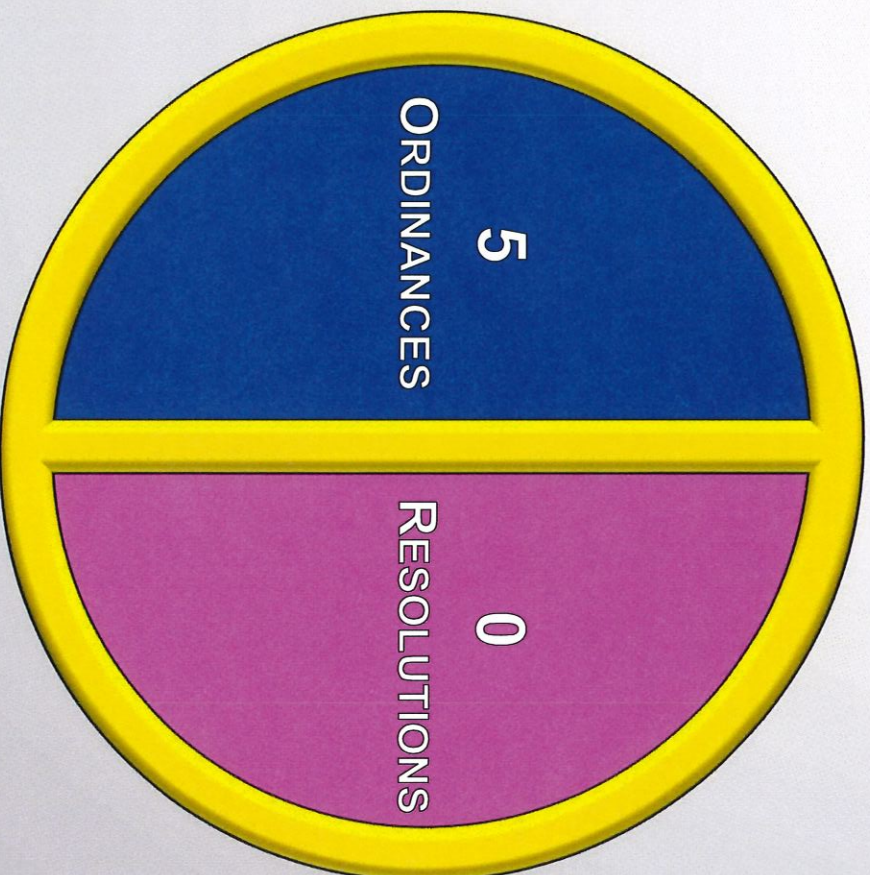
2025-30: Parking Prohibitions

2025-31: Mandatory Structural Inspection Reports

2025-32: Certified Recovery Residences Legislation

2025-33: Flagler Crossing Dog Park FLUM Amendment

2025-34: Flagler Crossing Dog Park Rezoning



STAFF & NEW BOARD MEMBER TRAINING: 1ST QUARTER FY 2025-2026

[BY NUMBER OF HOURS]

[TOTAL: 2 HOURS]

