c\TY OF"

STAUGUSTINE™

----EST. 1565---

CITY OF ST. AUGUSTINE SPECIAL MAGISTRATE CODE ENFORCEMENT

WEDNESDAY, FEBRUARY 4, 2026 - 9:00 AM

ALCAZAR ROOM

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1. Swearing in of Staff
2. Approval of Minutes
3. General Public Comments for Items Not on the Agenda
4. Modifications to the Agenda
5. New Violation Hearing

a) CE2025-0584
True Real Estate Investments LLC
7 Saragossa St
Ch.28 Sec. 90 -
Administration records, and appeals.

b) CE2025-0594
Ortiz Joseph A Et AL
Bunch John L
Ortiz Joseph V
25 Sevilla St
Ch. Sec.72-
Engaging in business without a receipt; failure to comply.

c) CE2025-0583
Day Rachel
Day Walker Lee
114 Spartina Ave
Ch. 25 Sec. 25-56-
Tree removal and replacement.

d) CE2026-0208
Bishop of the Diocese St. Aug
101 San Marco Ave
Ch. 17 Sec. 17-72-
Engaging in business without a receipt; failure to comply.

e) CE2026-0209
Tricat Lllp
Shenandoah St
Ch. 17, Sec. 17-72-
Engaging in business without a receipt; failure to comply.

6. Fine Assignment Hearing

a) CE2025-0223
20/20 Commercial Holdings Washington LLC
142 Washington St
Ch. 28 Sec. 28-90. -
Administration records, and appeals. (a)

b) CE2025-0443
Richardson, Keith
22 DeSoto Pl
Ch. 8 Sec. 8-608-
Permits required.

7. Fine Reduction Hearing

a) CE2024-0478
Sellars Susanne M
91 Kings Ferry Way
Ch. 8 Sec, 8-608-
Permits required.

b) CE2025-0396
Gunther Jeffrey
18 Locust St
Ch. 28 Sec. 28-146.-
Registration

7. Lien Hearing

a) CE2024-0441
Jensen Annie Et AL
Holland Brandy
78 Sanford St
Ch 8 Sec. 8-608-
Permits required

8. Compliance Hearing
None

9. Previously Heard Cases Update

a) Prevatt Rosa Jane Et AL
Peterson R L
Peterson David
Rohrer Gloria Jean
Peterson Dee Ann
Harvey Lori
Peterson Lee
Peterson Todd
Peterson-Golde Amy
Enos Shawna
30 S Leonardi St.
Ch. 19 Sec. 3 - Unlawful conditions.

10. City Attorney Items

11. Other Business

12. Adjournment

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

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

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

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	2055200000
Location Address	7 SARAGOSSA ST SAINT AUGUSTINE 32084-0000
Neighborhood	Model Land/City (0800) (610.31)
Tax Description*	MODEL LAND CO SUBD CITY LOT 16-B BLK K OR479/464 BY WILL OR6103/285 & 1462 *The Description above is not to be used on legal documents.
Property Use Code	Multi-Family (Less than 10 Units) (0800)
Subdivision	Model Land Company Subdivision
Sec/Twp/Rng	18-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.100
Homestead	N

Skip to main content

St. Johns County, FL

Click Here to Open Cyclomedia Viewer in a New Tab

Owner Information

Owner Name	True Real Estate Investments LLC 100%
Mailing Address	235 S RIVERWALK DR PALM COAST, FL 32137-0000

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

(a) Any necessary building or demolition (full or partial) permit and/or certificate of occupancy shall not be issued unless the planning and building department reviews the application for compliance and/or the historic architectural review board approves an application as outlined under section 28-88. Such permit shall be subject to the terms of such approval as well as other necessary provisions of this Code.

(b) Applications shall be submitted through the planning and building department and shall include, in duplicate if requested, all plans, elevations and other information necessary to determine the appropriateness of the features to be passed upon.

(c) Prior to issuance or denial of a certificate of appropriateness, relocation, demolition, or partial demolition required by the board, the board shall take such action as may reasonably be required to inform the owners of any property likely to be materially affected by the application and shall give the applicant and such owners an opportunity to be heard. The board shall hold a public hearing concerning each application.

(d) Every decision of the board and/or planning and building department in passing upon plans for structures or signs located or to be located in the district shall be in the form of a written order or permit as appropriate stating the finding of the board, its decisions and reasons therefor.

(e) The board shall not disapprove any plans without giving its recommendations for changes necessary to be made before the plans will be reconsidered. Such recommendations may be general in scope, and compliance with them shall qualify the plans for reconsideration by the board.

(f) An appeal may, within thirty (30) days thereafter, be taken by any aggrieved person to the city commission from the board's action in granting or denying an opinion or certificate of appropriateness, relocation or demolition or partial demolition. The appeal shall be as prescribed in section 28-29(g). Any appeal from the decision of the city commission shall be heard by the circuit court of the county, on writ of certiorari, as in the case of any other zoning decision from the city commission. All orders to approve certificates of demolition, except for partial demolition, shall become effective on the 31 st day following the date of the rendered order, unless this waiting period is specifically granted a written waiver by the city commission or city manager. The owner-applicant of an order to approve a demolition certificate may request a hardship waiver to the city manager for emergency humanitarian reasons including the health and safety of the occupants of a structure in need of immediate emergency repairs, renovation or reconstruction. In the alternative, the owner-applicant of an order to approve a demolition certificate may request a waiver from the city commission if the delay in demolishing the structure would create an undue burden on the owner-applicant that would be greater than the public interest served in preserving the thirty-day waiting period. All decisions to grant or deny the waiver shall be

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

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

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

CITY OF ST. AUGUSTINE
MEMORANDUM

TO: Code Enforcement Special Magistrate

DATE: January 24, 2026

SUBJECT: Case Number: CE2026-0216

RESPONDENT: Constance Hutcherson
Cory Hutcherson
NCH Registered Agent
True Real Estate Investments LLC

LOCATION: 7 Saragossa Street Saint Augustine Fl 32084
Parcel Number 2055200000

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

BACKGROUND INFORMATION:

My name is James Tomaselli, and I have been sworn in. I am a Code Enforcement Officer for the City of St Augustine, in this capacity for approximately 21 months, with prior experience obtained as a State Investigator with DBPR addressing Unlicensed Activity and Contractor Malfeasance for approximately four years. This case, number **CE2026-0216**, concerns the property located at **7 Saragossa Street**, in the City of Saint Augustine, located in Saint Johns' County, FL. According to the official records of the Property Appraiser of St. Johns County, the property owners are, **Constance Hutcherson, Cory Hutcherson, NCH Registered Agent, and True Real Estate Investments LLC** and it is reflected as such on the agenda for today's meeting.

On **December 11, 2025**, I responded to a complaint at the residence from neighbor Guy Courter who alleged Respondent had removed and replaced all the windows on the house, and performed extensive structural work in the process without the proper permits. Upon arrival, I observed newly installed windows and structural work supporting the complaint. I conducted a search of the city database City works to determine if any permits have been issued at the property for construction related work and determined **BP2025-0508** for a Renovation had been issued **March 26, 2025 granting permissions to perform flooring, plumbing, drywall, roof, and electrical work on the residence, A Historic Preservation Condition was added to the permit allowing "windows as indicated on plans as changing configuration are to be replaced. Windows at the northwest corner to remain and be enclosed from the interior." Further investigation revealed two windows located at the rear SE corner of the residence were permitted to be changed.** No other windows were to be removed or replaced. Based upon my observations and conclusions, after determining all the windows had been replaced, an estimated 38, with 19 encompassing the second story summer sleeping porch a **STOP WORK ORDER** was initiated.

Respondent was directed to permitting and then HARB (Historic Architectural Review Board) for

required permissions regarding the removal and replacement of the windows.

The STOP WORK ORDER was lifted on January 14, 2026, as Respondent provided requested documentation regarding the allegations, and was permitted to continue with the interior permitted work while his HARB violation continued to move forward.

Based upon my findings of the evidence and upon staffing with HARB staff I issued an Official Notice of Violation to **Constance Hutcherson, Cory Hutcherson, NCH Registered Agent, and True Real Estate Investments LLC** on January 20, 2026. In the notice, I cited a violation of the Cit of Saint Augustine Code, **Chapter 28, Sec. 90(a) Administration records, and appeals.**, for violation of HARB Approvals.

The Notice of Violation and Notice of Hearing were sent to the Respondents on January 20, 2026, via certified mail with electronic return receipt and it was revealed the documents were scheduled for delivery on January 24, 2026, according to the USPS Tracking site. It should be noted, a copy of the Notice of Violation and Notice of Hearing were sent to Contractor Ermal Aliija at Aobuilderscontractors1@gmail.com, with a follow up text where Contractor acknowledged receipt and advised he would be the respondent and appearing on behalf of the property owners. An owner representative form was forwarded to contractor with request to be completed by property owner prior to appearance.

I have established contact with the Respondent and discussed in detail what was required and the steps to achieve compliance. I feel all parties understand the violation.

On December 6, 2025, I photographed the property. The photographs accurately show what I saw on that date and have not been altered in any way. To date, CE2025-0584 has been closed and STOP WORK rescinded as Respondent has been responding to Department and working towards resolving the issues presented before you.

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

James Tomaselli
Code Enforcement Officer

Dec 6, 2025 at 3:09:55 PM
St. Augustine, FL 32084

Dec 6, 2025 at 3:09:09 PM
St. Augustine, FL 32084

Protecto
Dec 6, 2025 at 3:13:46 PM
St. Augustine, FL 32084

Dec 6, 2025 at 3:12:49 PM
St. Augustine, FL 32084

Dec 6, 2025 at 3:11:14 PM
St. Augustine, FL 32084

Dec 6, 2025 at 3:11:05 PM
St. Augustine, FL 32084

Dec 6, 2025 at 3:10:38 PM
St. Augustine, FL 32084

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

CODE ENFORCEMENT DIVISION

OFFICIAL NOTICE OF SPECIAL MAGISTRATE HEARING

January 20, 2026

IN THE MATTER OF: **Owner(s): NCH REGISTERED AGENT**
CORY HUTCHERSON
CANDICE HUTCHERSON

Address: 390 ORANGE Ave. STE. 2300-N Orlando Fl. 32801
235 South Riverwalk Dr. St. Augustine 32086

Case #: CE2026-0216

HEREBY KNOWN AS RESPONDENT(S)

RE: VIOLATION OF SECTION(S):

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

SITE OF VIOLATION: **7 Saragossa street, Saint Augustine FL 32084**

DESCRIPTION: MODEL LAND CO SUBD CITY LOT 16-B BLK K OR479/464 BY WILL OR6103/285 & 1462

PARCEL NUMBER: 1578500000

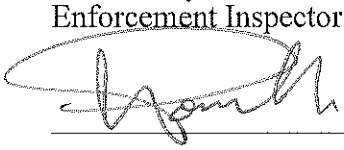
The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet on **WEDNESDAY, February 4, 2026, at 9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street, and you have been placed on the agenda for the meeting in the matter of the following violations:

City Code, Chapter 28, Section 90, Administrative Records, and Appeals

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

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

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



JAMES TOMASELLI
Code Enforcement Inspector

City of St. Augustine
Planning & Building Department
P.O. Box 210
St. Augustine, FL 32085-0210
904 669 0665

Certified Mail Number: **9489 0090 0027 6675 2522 38, 9489 0090 0027 6675 252 45, 9489 0090 0027 6675 2522 52**

cc: David Birchim, City Manager

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

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

CODE ENFORCEMENT DIVISION

January 20, 2026

IN THE MATTER OF:

Name: **NCH REGISTERED AGENT**
CORY HUTCHERSON
CANDICE HUTCHERSON

Address: **390 ORANGE Ave. STE. 2300-N Orlando Fl. 32801**
235 South Riverwalk Dr. St. Augustine 32086

Case #: **CE2026-0216**

HEREBY KNOWN AS RESPONDENT(S)

OFFICIAL NOTICE OF VIOLATION

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

Code Section: Chapter 28, Sec. 90- ADMINISTRATION RECORDS, AND APPEALS

SITE OF VIOLATION: **7 SARAGOSSA STREET SAINT AUGUSTINE FL 32084**

LEGAL DESCRIPTION: MODEL LAND CO SUBD CITY LOT 16-B BLK K OR479/464 BY WILL OR6103/285 & 1462

PARCEL NUMBER: 2055200000

The City of St. Augustine conducted an inspection and/or review of City records regarding the subject property on **January 15, 2026** which revealed the following violations:

REMOVAL OF WINDOWS WITHOUT PRIOR HARB AUTHORIZATIONS

It is the Finding of the Code Enforcement Division of the Planning and Building Department of the City of St. Augustine that the Respondent shall comply with the above cited sections of the City Code of St. Augustine, Florida, by **IMMEDIATELY, or a fine of $5000.00 per violation may** be imposed by the Magistrate.

The violation may be corrected via: **APPEARANCE BEFORE THE MAGISTRATE**

Notice of Violation
CE2026-0216

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

JAMES TOMASELLI
Code Enforcement Officer

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

Certified Mail Number: 9489 0090 0027 6675 2522 38, 9489 0090 0027 6675 252 45, 9489 0090 0027 6675 2522 52

cc: John P. Regan, City Manager
CEAAB File

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9489 0090 0027 6675 2522 38
9489 0090 0027 6675 2522 45
9489 0090 0027 6675 2522 52

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

CODE ENFORCEMENT DIVISION

January 20, 2026

IN THE MATTER OF:

Name: **TRUE REAL ESTATE INVESTMENTS, LLC**

Address: **235 South Riverwalk Dr. St. Augustine 32086**

Case #: **CE2026-0216**

HEREBY KNOWN AS RESPONDENT(S)

OFFICIAL NOTICE OF VIOLATION

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

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Code Enforcement Officer

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

Certified Mail Number: 9489 0090 0027 6675 2522 69

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9489 0090 0027 6675 2522 69

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

CODE ENFORCEMENT DIVISION

OFFICIAL NOTICE OF SPECIAL MAGISTRATE HEARING

January 20, 2026

IN THE MATTER OF: **Owner(s): TRUE REAL ESTATE INVESTMENTS, LLC**

Address: 235 South Riverwalk Dr. St. Augustine 32086

Case #: CE2026-0216

HEREBY KNOWN AS RESPONDENT(S)

RE: VIOLATION OF SECTION(S):

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DESCRIPTION: MODEL LAND CO SUBD CITY LOT 16-B BLK K OR479/464 BY WILL OR6103/285 & 1462

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City Code, Chapter 28, Section 90, Administrative Records, and Appeals

CE2026-0216

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JAMES TOMASELLI
Code Enforcement Inspector

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Planning & Building Department
P.O. Box 210
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904 669 0665

Certified Mail Number: **9489 0090 0027 6675 2522 69**

cc: David Birchim, City Manager

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AFFIDAVIT OF SERVICE

STATE OF FLORIDA
COUNTY OF ST. JOHNS
CITY OF ST. AUGUSTINE Respondent (s)

Constance Hutcherson
Cory Hutcherson
NCH Registered Agent
Real Estate Investments LLC

235 South Riverwalk Dr. Palm Coast Fl. 32137
390 Orange Ave., STE 2300 N Orlando Fl 32801

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: **CE2026-0216**

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

1. That I am employed by the City of St. Augustine Code Enforcement Department.
2. That pursuant to Florida Statute 162.12, on **January 20, 2026,**
   I received a copy of the attached Notice of Hearing for the hearing dated **February 4, 2026.**

PRIMARY SERVICE:

3. That on **January 20, 2026,**
   I mailed said Notice by certified U. S. Mail to the respondent, at the above listed address.

   9489 0090 0027 6675 2522 69 to True RE Invest and
   9489 0090 0027 6675 2522 38, 9489 0090 0027 6675 2522 45, 9489 0090 0027 6675 2522 52
   to all other respondents

4. That on _____
   I hand delivered said Notice to _____.

SECONDARY SERVICE:

5. That on, **January 20, 2026,**

I posted said Notice on the property located at
7 SARAGOSSA STREET SAINT AUGUSTINE FLORIDA 32084.

6. That on **JANUARY 20, 2026,**
I posted said Notice at the City of St. Augustine Clerks Office located at 75 King St., St. Augustine, FL.

JAMES TOMASELLI
Code Enforcement Inspector

FURTHER, Affiant saith not.

SWORN TO AND SUBSCRIBED BEFORE ME THIS 28 DAY OF January, 2026.

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

EMILY HOWINGTON
Notary Public-State of Florida
Commission # HH 305930
My Commission Expires
August 28, 2026

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

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

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	2056100000
Location Address	25 SEVILLA ST SAINT AUGUSTINE 32084-0000
Neighborhood	Model Land/City (MF) (610.33)
Tax Description*	2-39 MODEL LAND CO SUB CITY LOT 23 BLK K OR133/152 & 443/137 & 4523/644(H/R) *The Description above is not to be used on legal documents.
Property Use Code	Multi-Family (Less than 10 Units) (0800)
Subdivision	Model Land Company Subdivision
Sec/Twp/Rng	18-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.230
Homestead	Y

Click Here to Open Cyclomedia Viewer in a New Tab

Owner Information

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

Exemption Information

Exemption Type	Status	Amount
Homestead		$25,000
Homestead Band		$26,411

Sec. 17-72. - Engaging in business without a receipt; failure to comply.

It shall be unlawful for any person to exercise any of the privileges or to carry on, engage in or conduct any of the businesses, occupations or professions, specifically enumerated in section 17-73, without paying a business tax at the time and in the manner herein provided or fail to make reports to the city comptroller as provided herein, or to violate any other provision of this article.

(Ord. No. 06-33, § 1, 12-11-06)

CITY OF ST. AUGUSTINE
MEMORANDUM

TO: Code Enforcement Special Magistrate

DATE: January 24, 2026

SUBJECT: JOHN L BUNCH
JOSEPH A ORTIZ
JOSEPH V ORTIZ

Case Number: CE2025-0594

LOCATION: 25 SEVILLA STREET SAINT AUGUSTINE FLORIDA 32084

Parcel Number: 2056100000

VIOLATION: City Code, Chapter 17, Sec. 72- Engaging in business without a receipt; failure to comply

BACKGROUND INFORMATION:

My name is James Tomaselli, and I have been sworn in. I am a Code Enforcement Officer for the City of St Augustine, in this capacity for approximately 21 months, with prior experience obtained as a State Investigator with DBPR addressing Unlicensed Activity and Contractor Malfeasance for approximately four years. This case, number **CE2025-0594** concerns the property located at **25 SEVILLA STREET**, in the City of Saint Augustine, located in Saint Johns' County, FL. According to the official records of the Property Appraiser of St. Johns County, the property owners are, **JOHN L. BUNCH, JOSEPH A. ORTIZ and JOSEPH V. ORTIZ** and it is reflected as such on the agenda for today's meeting.

On **December 20, 2025**, I responded to a complaint at the location from a neighbor who alleged Respondent had started to utilize the front and rear of the residential property, as a pay to park lot. I responded to the area and determined on that specific date the property was being utilized as a pay to park lot and I immediately attempted contact with a white male who I observed actively flagging down cars in an attempt to have them park on the property. The male refused to identify himself and I advised him he was not permitted to use a residential property as a pay to park lot and issued a Notice of Violation in the form of a yellow door knocker, which he refused to accept and it was placed on the front door. During the course of the following weeks I responded to the site and made the following conclusions: On 12/27/25 Parking- 9 vehicles on the property.

Based upon observations I determined the lot had been utilized on two (2) separate occasions as a pay to park lot. Additionally, the complainant provided photographs to support his complaints the Respondent has utilized the property on 12/13/25-6 vehicles, 12/14/25 6 vehicles and on the morning of 12/20 25 6 additional vehicles. During the specific time, it was estimated the lot was utilized to park 36 vehicles, on the low end, in the front and rear of the property over the course of

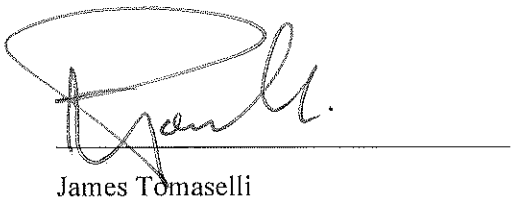
the four (4) days, if it was to be determined that each car was a separate event.

The Notice of Violation and Notice of Hearing were sent to the Respondents on January 15, 2026, via certified mail with electronic return receipt and it was determined the documents were **attempted to be delivered on January 21, 2026, with a notice left**, according to the USPS Tracking site.

I have not established contact with the Respondent but still believe after the Notice Left and conversation with unidentified individual they understand the violation.

On December 20 and 27 The photographs accurately show what I saw on those dates and have not been altered in any way. The photographs provided were sent via text and I am unable to attest to their authenticity but believe them to be accurate.

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



James Tomaselli
Code Enforcement Officer

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

CODE ENFORCEMENT DIVISION

OFFICIAL NOTICE OF SPECIAL MAGISTRATE HEARING

JANUARY 15, 2026

IN THE MATTER OF: **Owner(s): JOSEPH A ORTIZ**
JOHN L BUNCH
JOSEPH V ORTIZ

Address: 25 Sevilla Street Saint Augustine Fl 32084
Case #: CE2025-0594

HEREBY KNOWN AS RESPONDENT(S)
RE: VIOLATION OF SECTION(S):
Code of Law and Ordinances of St. Augustine, Florida Chapter (17), Section (72)
SITE OF VIOLATION: **25 SEVILLA STREET ST AUGUSTINE FL 32084**
LEGAL DESCRIPTION: 2-39 MODEL LAND CO SUB CITY LOT 23 BLK K OR133/152 & 443/137 & 4523/644(H/R)
PARCEL NUMBER: 2056100000

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet on **WEDNESDAY, FEBRUARY 4, 2026, at 9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street, and you have been placed on the agenda for the meeting in the matter of the following violations:

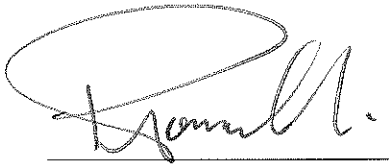
Chapter 17, Section(s) 72- ENGAGING IN BUSINESS WITHOUT A RECEIPT; FAILURE TO COMPLY

This is your "Official Notice" for you or your representative to appear before the Special Magistrate to respond to your violation. The Special Magistrate will conduct a hearing, in accordance with F.S. 162.07, concerning your case and, subsequently, she will issue findings of

fact and may order corrective action and compliance by a specific date. Again, we believe it is important that you be present at the meeting to address the Special Magistrate. If the violation is corrected and then recurs, or if the violation is corrected prior to the referenced hearing, this case may still be presented to the Special Magistrate.

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

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



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

Certified Mail Number: 9489 0090 0027 6675 2531 12, 9489 0090 0027 6675 2531 29, 9489 0090 0027 6675 2531 36

cc: David Birchim, City Manager

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

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

CODE ENFORCEMENT DIVISION

January 15, 2026

IN THE MATTER OF: Name: **JOSEPH A ORTIZ**
JOHN L BUNCH
JOSEPH V ORTIZ

Address: **25 SEVILLA STREET SAINT AUGUSTINE FL 32084**

Case #: **CE2025-0594**

HEREBY KNOWN AS RESPONDENT(S)

OFFICIAL NOTICE OF VIOLATION

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

Code Section: Chapter 17, Sec. 72- ENGAGING IN BUSINESS WITHOUT A RECEIPT; FAILURE TO COMPLY

SITE OF VIOLATION: **25 SEVILLA STREET ST AUGUSTINE FL 32084**

LEGAL DESCRIPTION: 2-39 MODEL LAND CO SUB CITY LOT 23 BLK K OR133/152 & 443/137 & 4523/644(H/R)

PARCEL NUMBER: 2056100000

The City of St. Augustine conducted an inspection and/or review of City records regarding the subject property on **December 20, 2025** which revealed the following violations:

OPERATING PAY TO PARK LOT WITHOUT PROPER BUSINESS TAX RECEIPT

It is the Finding of the Code Enforcement Division of the Planning and Building Department of the City of St. Augustine that the Respondent shall comply with the above cited sections of the City Code of St. Augustine, Florida, by **IMMEDIATELY, or a fine of $250.00 per day may** be imposed by the Magistrate.

The violation may be corrected via: **APPEARANCE BEFORE THE MAGISTRATE**

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

JAMES TOMASELLI
Code Enforcement Officer

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

Certified Mail Number: 9489 0090 0027 6675 2531 12, 9489 0090 0027 6675 2531 29, 9489 0090 0027 6675 2531 36

cc: John P. Regan, City Manager
CEAAB File

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

9489 0090 0027 6675 2531 12

9489 0090 0027 6675 2531 29

9489 0090 0027 6675 2531 36

AFFIDAVIT OF SERVICE

STATE OF FLORIDA
COUNTY OF ST. JOHNS
CITY OF ST. AUGUSTINE Respondent (s)

JOHN L BUNCH
JOSEPH A ORTIZ
JOSEPH V ORTIZ

25 SEVILLA STREET SAINT AUGUSTINE FL 32084

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: **CE2025-0594**

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

1. That I am employed by the City of St. Augustine Code Enforcement Department.
2. That pursuant to Florida Statute 162.12, on **January 15, 2026,**
   I received a copy of the attached Notice of Hearing for the hearing dated **February 4, 2026.**

PRIMARY SERVICE:

3. That on **January 15, 2026**,
   I mailed said Notice by certified U. S. Mail to the respondent, at the above listed address.

   9489 0090 0027 6675 2531 12, 9489 0090 0027 6675 2531 29, 9489 0090 0027 6675 2531 36

4. That on _____
   I hand delivered said Notice to _____

SECONDARY SERVICE:

5. That on, **January 20, 2026,**

I posted said Notice on the property located at
25 SEVILLA STREET SAINT AUGUSTINE FLORIDA 32084.

6. That on **JANUARY 20, 2026,**
I posted said Notice at the City of St. Augustine Clerks Office located at 75 King St., St. Augustine, FL.

JAMES TOMASELLI
Code Enforcement Inspector

FURTHER, Affiant saith not.

SWORN TO AND SUBSCRIBED BEFORE ME THIS 28 DAY OF January, 2026.

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

EMILY HOWINGTON
Notary Public-State of Florida
Commission # HH 305930
My Commission Expires
August 28, 2026

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

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

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1585721103
Location Address	SPARTINA AVE SAINT AUGUSTINE 32080-0000
Neighborhood	Pelican Reef (628)
Tax Description*	49/55-59 PELICAN REEF IV LOT 3 BLK 11 OR5064/958 *The Description above is not to be used on legal documents.
Property Use Code	Vacant Residential (0000)
Subdivision	Pelican Reef IV
Sec/Twp/Rng	21-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.630
Homestead	N

Click Here to Open Cyclomedia Viewer in a New Tab

Owner Information

Owner Name	Day Rachel,Walker Lee 100% Day Walker Lee 100%
Mailing Address	5901 RIO ROYALLE RD SAINT AUGUSTINE, FL 32080-0000

Map

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

(a) *Permits required.* It shall be unlawful for any person directly or indirectly to cut down, destroy, remove or effectively destroy by damaging any tree in the city without first obtaining a permit as herein provided. This requirement shall apply to all trees three (3) inches or larger dbh., and to Southern Red Cedar trees (juniperus silicicola) more than two (2) feet tall or having a trunk diameter at a point three (3) inches above ground level of more than one (1) inch. Provided, however, that it shall not be unlawful to remove a tree other than a Southern Red Cedar (juniperus silicicola) which is less than three (3) inches dbh., nor shall any permit be required for the removal of such tree. In addition, it shall not be unlawful to remove an exempt tree or an invasive species and no permit shall be required for the removal of such.

(b) *Permit applications and application fees.*

(1) Permits for removal or relocation of trees shall be obtained by making application for permit to the city planning and building division. The application shall indicate the number, species and diameter breast height (dbh.) of each tree to be removed or relocated and the reasons for the removal or relocation. Such applications for permits for removal or relocation of trees shall be accompanied by a fee of twenty dollars ($20.00). Such fees are hereby declared to be necessary for the purpose of processing the application and making the necessary inspection for administration and enforcement of this section.

(2) Permits for removal or relocation of trees associated with a site plan for a development shall be obtained by making application for permit for the development to the city planning and building division. The application shall be accompanied by a site plan. When the permit for the development is issued it will include tree removal, relocation and replacement as indicated on the approved site plan for the development.

(c) *Application review.* Upon receipt of a complete application, which may include a site plan for a development, the city planning and building division shall review such application which may include a field check of the site and referral of the application to other departments or agencies as necessary to determine any adverse effect upon the general public welfare, adjacent properties or city services and facilities.

(1) The planning and building division may issue a tree removal permit for trees which are not considered preserved trees.

(2) To remove a preserved tree anywhere on site, approval shall first be given by the code enforcement, adjustments and appeals board, or by the planning and zoning board, if such approval is related to the review of a site plan.

(3) In determining whether or not a permit required by this section should be issued, the city planning and building division shall consider and base all decisions on the following:

a.

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

b. The necessity of removing a tree to construct proposed improvements in order to allow reasonable economic use of the property.

c. The relief of the land where the tree is located and the effect removal of the tree would have on erosion, soil moisture retention, diversion, increased or decreased flow of surface waters and the city master drainage plan or similar plan adopted by the city commission.

d. The number and density of trees existing in the neighborhood on improved or unimproved property. The planning and building division shall also be guided by the effect removal of a tree would have on property values in the neighborhood where the property is located and on other vegetation in the neighborhood.

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

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

Ground and surface water stabilization.

Water quality and aquifer recharge.

Ecological impacts.

Noise pollution.

Air movement.

Air quality.

Wildlife habitat.

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

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

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

(2)

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

(3) That the removal of the subject trees will have a substantial adverse impact on the urban and natural environment.

(4) That the subject trees are preserved trees and removal must be reviewed by the code enforcement, adjustments and appeals board or the planning and zoning board.

(e) *Denial of permit.* If the planning and building division denies the removal permit it shall set forth with particularity its reasons for such denial in writing.

(f) *Appeals.* When a tree removal permit, including a permit for the removal of a preserved tree not involved with a site plan for new development, has been denied by the planning and building division, the property owner or agent may appeal this decision to the nuisance, appeals and adjustment board. The board shall approve or deny the appeal and may impose conditions as required, such as specific tree species and sizes for the required replacement trees. The board may require more stringent replacement requirements than is required by this chapter. The nuisance, appeals and adjustment board shall not be empowered to relax the standards and requirements contained herein. If a preserved tree is approved by the board to be removed, a minimum of two (2) shade trees a minimum of ten (10) feet in height shall be used as replacement. The replacement of trees that have been removed after board approval shall be done within thirty (30) days after the tree has been removed.

(g) *Relocation and replacement.* As condition to the granting of a permit, the property owner or agent will be required to relocate the tree being removed or required to replace the tree being removed with a tree somewhere within the site. Native vegetation shall be replaced with native vegetation. Shade trees must be replaced by shade trees. Understory and palm trees may be replaced by any type tree. Replacement shade trees shall be a minimum of ten (10) feet high and understory trees shall be a minimum of ten (10) feet high when planted. Each Southern Red Cedar tree (juniperus silicicola) removed shall be replaced with a minimum of two (2) Southern Red Cedars of such a size and quality as shall be determined by the city building official to be assured of such Southern Red Cedars' continued viability and growth. The property owner or agent shall also be required to replace the relocated or replacement tree should same die within three (3) years from date of planting.

(h) *Public lands.* No tree shall be removed from any public property or public right-of-way except in accordance with the provisions of this section.

(i) *"After the fact" tree removal permits.*

(1) The application fee shall be as follows:

a.

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

b. Two hundred dollars ($200.00) for each tree seven (7) inches or more but less than twelve (12) inches dbh.

c. Four hundred dollars ($400.00) for each tree twelve (12) inches or more but less than twenty (20) inches dbh.

d. Eight hundred dollars ($800.00) for each tree twenty (20) inches or more dbh.

(2) The planning and building director may issue an "after the fact" tree removal permit for trees which are not considered preserved trees, but only after considering the above mentioned factors and the reason why a permit was not obtained prior to the removal.

(3) If the planning and building director denies the "after the fact" tree removal permit, he/she shall set forth with particularity the reasons for such denial in writing. When such permit is denied, said denial may be appealed as stated above to the adjustments and appeals board.

(4) No "after the fact" tree removal permits shall be issued for the removal of preserved trees. Any such action shall be subject to code enforcement proceedings wherein any explanation or reason for removal without a permit and evidence as to the tree's condition prior to removal may be presented as mitigation.

(j) In certain instances, it may be impossible or infeasible for a property owner to replace a tree or trees as required by subsection (g) of this section and section 11-28(d) of this Code. In such cases, the owner may instead pay a sum of money into the tree mitigation fund.

(1) The amount to be paid into the tree mitigation fund shall be determined by resolution, updated from time to time in order to reflect the actual cost for the city to purchase and plant an appropriate replacement tree offsite.

(2) Monies paid into the tree mitigation fund shall be used by the city to plant and maintain trees on the city right-of-way or on city or other public property within the city, with the location to be determined by the city manager or his or her designee, in order to promote street tree rehabilitation, maintain a diverse tree inventory, and support the tree canopy throughout the city.

(3) The city manager or his or her designee shall not issue a tree removal permit until the monies owed for tree mitigation are paid in full.

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

CITY OF ST. AUGUSTINE
MEMORANDUM

TO: Code Enforcement Special Magistrate

DATE: December 31, 2025

SUBJECT: Case Number: CE2025-0583

RESPONDENT: RACHEL DAY
WALKER LEE DAY

LOCATION: 114 Spartina Avenue Saint Augustine Fl 32080

Parcel Number 1120100000

VIOLATION: City Code, Chapter 25, Sec. 56- Tree Removal and Replacement

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BACKGROUND INFORMATION:

My name is James Tomaselli, and I have been sworn in. I am a Code Enforcement Officer for the City of St Augustine, in this capacity for approximately 24 months, with prior experience obtained as a State Investigator with DBPR addressing Unlicensed Activity and Contractor Malfeasance for approximately four years. This case, number **CE2025-0583**, concerns the property located at **114 Spartina Avenue**, in the City of Saint Augustine, located in Saint Johns' County, FL. According to the official records of the Property Appraiser of St. Johns County, the property owners are, **RACHEL DAY and WALKER LEE DAY,** and it is reflected as such on the agenda for today's meeting.

On **December 09, 2025**, I received a complaint from Jack Lassen, ARB member of the Pelican Reef, the community in which the property is located, advising an unknown number of trees had been removed from the vacant lot, believed to be Southern Red Cedar trees, by the Respondent, located on the property identified above without prior ARB permissions or required permits. I went to the site and observed 22 stumps which were verified as the following trees which were removed from the property and confirmed by the Respondent; 1) 14" Dahoon Holly, 2) 13" Dahoon Holly, 3) 11" Dahoon Holly, 4) 16" Cabbage Palm, 5) 12" Red Cedar, 6) 16" Cabbage Palm, 7) 5" Red Cedar, 8) 10" oak, 9) 8" Red Cedar 10) 7" Red Cedar, 11) 3" Red Cedar, 12) 2" Red Cedar, 13) 19" Red Cedar, 14) 6" Oak, 15) 9" Red Cedar, 16) 8" Red Cedar, 17) 23" Red Cedar, 18) 11.5" Red Cedar, 19) 6" Red Cedar, 20) 13" Red Cedar, 21) 17" Red Cedar, 22) 4" Red Cedar, upon my findings, a NOTICE OF VIOLATION and NOTICE OF HEARING were initiated and sent to the Respondents along with a detailed email outlining the violation, stating, 15 Southern Red Cedars, and 3 Dahoon Hollys are not eligible for after the fact permits; However, the two oak trees, 6" and 10" DBH are at a cost of $300, and the Two Cabbage Palms for $800.00, due to size.

I issued an Official NOTICE OF VIOLATION and NOTICE OF HEARING to **RACHEL DAY**

and WALKER LEE DAY on December 16, 2025. In the notice, I cited a violation of the City of Saint Augustine Code, **Chapter 25, Sec.56- Tree Removal and Replacement**, for the irreputable and irreversible harm which was a result of Respondents Actions.

The Notice of Violation and Notice of Hearing were sent to the Respondent via certified mail, and a TRACKING UNAVAILABLE was uploaded to USPS Tracking on December 31, 2025.

I have established contact with the Respondent and discussed the violation in detail, and I feel they understand the violation. To date, the Respondents have not applied for nor obtained the available pre-discussed permits.

On December 9, 2025, I photographed the property. The photographs accurately show what I saw on that date and have not been altered in any way. Because the violation constitutes the irreputable and irreversible harm, a Notice of Hearing was issued on December 16, 2025, which was delivered to the Respondents via certified mail, the USPS Tracking Site, stated TRACKING UNAVAILABLE, and posted at the City of Saint Augustine Clerks Office, additionally, Copies of the NOTICE of VIOLATION and NOTICE of HEARING were posted to the property and emailed to the Respondents at a earlier provided valid email address.

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

James Tomaselli
Code Enforcement Officer

Sample of 3 Southern Red Cedar Trees 17”, 8”, and 23”

14” and 13” Dahoon Holly

FOR SALE
kw
Rachel Day
904-547-1143

Jan 28, 2026 at 11:14:06 AM
114 Spartina Ave
St. Augustine, FL 32080
United States

Jan 28, 2026 at 11:14:03 AM
114 Spartina Ave
St. Augustine FL 32080
United States

Jan 28, 2026 at 11:12:31 AM
114 Spartina Ave
St. Augustine FL 32080
United States

Jan 28, 2026 at 11:12:47 AM
114 Spartina Ave
St. Augustine FL 32080
United States

Jan 28, 2026 at 11:12:51 AM
114 Spartina Ave
St. Augustine FL 32080
United States

Jan 28, 2026 at 11:12:25 AM
114 Spartina Ave
St. Augustine FL 32080
United States

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

CODE ENFORCEMENT DIVISION

December 16, 2025

IN THE MATTER OF: Name: **RACHAEL DAY**
WALKER LEE DAY

Address: 5901 RIO ROYALE ROAD
SAINT AUGUSTINE, FL 32080

Case #: **CE2025-0583**

HEREBY KNOWN AS RESPONDENT(S)

OFFICIAL NOTICE OF VIOLATION

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

Code Section: Chapter 25, Sec. 56 – Tree Removal and Replacement

SITE OF VIOLATION: 114 Spartina Ave St Augustine Fl 32080

LEGAL DESCRIPTION: 49/55-59 PELICAN REEF IV LOT 3 BLK 11 OR5064/958

PARCEL NUMBER: 1585721103

The City of St. Augustine conducted an inspection and/or review of City records regarding the subject property on **December 9, 2025** which revealed the following violations:

The following trees had been removed without any permits or permissions, 1) 14" Dahoon Holly, 2) 13" Dahoon Holly, 3) 11" Dahoon Holly, 4) 16" Cabbage Palm, 5) 12" Red Cedar 6) 16" Cabbage Palm, 7) 5" Red Cedar, 8) 10" Oak, 9) 8" Red Cedar, 10) 7" Red Cedar, 11) 3" Red Cedar, 12) 2" Red Cedar, 13) 19" Red Cedar, 14) 6" Oak, 15) 9" Red Cedar, 16) 8" Red Cedar, 17) 23" Red Cedar, 18) 11.5" Red Cedar, 19) 6" Red Cedar, 20) 13" Red Cedar, 21) 17" Red Cedar, 22) 4" Red Cedar

It is the Finding of the Code Enforcement Division of the Planning and Building Department of the City of St. Augustine that the Respondent shall comply with the above cited sections of the City Code of St. Augustine, Florida, **IMMEDIATELY** of the receipt of this Notice, or a fine of **up to $5000 per tree** may be imposed by the Magistrate.

The violation may be corrected via:

APPEARANCE BEFORE THE MAGISTERATE AND OBTAINING THE PROPER AFTER THE FACT PERMITS FOR OAKS AND PALMS AS DISCUSSED

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

J. TOMASELLI
Code Enforcement Officer
904 669 0665

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

Certified Mail Number: 9489 0090 0027 6575 2527 71, 9489 0090 0027 6575 2527 88

9489 0090 0027 6675 2527 71

9489 0090 0027 6675 2527 88

cc: John P. Regan, City Manager
CEAAB File

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

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

CODE ENFORCEMENT DIVISION
OFFICIAL NOTICE OF SPECIAL MAGISTRATE HEARING

January 16, 2026

IN THE MATTER OF: Owner(s): RACHEL DAY
WALKER LEE DAY

Address: 114 SPARTINA AVE, Saint Augustine, FL, 32080

Case #: CE2025-0583

HEREBY KNOWN AS RESPONDENT(S)

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

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

SITE OF VIOLATION: 114 SPARTINA AVE, Saint Augustine, FL, 32080

LEGAL DESCRIPTION: 49/55-59 PELICAN REEF IV LOT 3 BLK 11 OR5064/958

PARCEL NUMBER: 1585721103

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet on February 4, 2025, at **9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street, and you have been placed on the agenda for the meeting in the matter of the following violations:

Based upon observation it is believed the following trees had been removed without any permits or permissions, 1) 14" Dahoon Holly, 2) 13" Dahoon Holly, 3) 11" Dahoon Holly, 4) 16" Cabbage Palm, 5) 12" Red Cedar, 6) 16" Cabbage Palm, 7) 5" Red Cedar, 8) 10" Red Cedar, 9) 8" Red Cedar, 10) 7" Red Cedar, 11) 3" Red Cedar, 12) 2" Red Cedar, 13) 19" Red Cedar, 14) 6" Oak, 15) 9" Red Cedar, 16) 8" Red Cedar, 17) 23" Red Cedar, 18) 11.5" Red Cedar, 19) 6" Red Cedar, 20) 13" Red Cedar, 21) 17" Red Cedar, 22) 4" Red Cedar

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

In accordance with Florida Statutes 286.0105: "If any if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based."

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

Barry Fox
Code Enforcement Manager

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

Certified Mail Number: 9489 0090 0027 6675 2516 51, 9489 0090 0027 6675 2516 68, 9489 0090 0027 6675 2516 75, 9489 0090 0027 6675 2516 82

cc: David Birchim, City Manager

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

BEFORE THE SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

Respondent Submissions

Special Magistrate,

Thank you for taking the time to review this matter and the materials submitted for this hearing. We appreciate the opportunity to explain the circumstances and to address any concerns directly.

We have owned the vacant lot in question for a little over three years. Our original intention was to build a home on the property; however, due to unforeseen circumstances—including the loss of our builder and significant increases in construction costs—we have been unable to move forward. As a result, the property has remained undeveloped and represents a substantial portion of our family's financial investment.

During our ownership, we became increasingly concerned about the condition of the lot, particularly the presence of multiple dead or visibly declining trees. We had also received comments indicating that some of the trees posed safety concerns and negatively affected the appearance of the neighborhood. Our intent in addressing the trees was solely to improve safety, reduce hazards, and be responsible neighbors—not to disregard City ordinances or regulations.

We hired a licensed and reputable tree service to perform the work. At the time, we believed that dead trees could be removed without a permit and that permits were required only for healthy, viable trees. This belief was based on our understanding at the time and was not an attempt to circumvent City requirements.

Of the approximately sixteen trees that were removed, the overwhelming majority had shown no green growth at any point during our ownership of the property. There were three trees that had some green foliage, and we wish to address those directly and transparently.

One was a large cedar tree that had completely fallen over, with its root system fully exposed and rotated approximately ninety degrees. While it still showed some green growth, it was no longer upright or structurally stable and appeared unlikely to survive. This condition was observed by Mr. Tomaselli and is documented in the photographs included in this packet.

The remaining two trees were palm trees. Their removal was unintentional and resulted from our lack of understanding that they were protected. When the tree company raised the issue of debris falling into neighboring yards, we approved their removal without realizing that a permit was required. We acknowledge this was an error on our part.

We would also like to note that there were multiple tree stumps present on the property prior to our purchase. At least five of these stumps were not the result of our actions. One existing stump was reduced in size, which may give the appearance of a recent cut, but the tree itself had been removed before we owned the property.

We sincerely apologize for any violation of City regulations and for the position this has placed the City in. Our actions were never intended to be unlawful or harmful. Our goal was to address safety concerns, improve the appearance of the property, and be respectful members of the community. We now understand that our misunderstanding of the applicable requirements led to unintended violations, and we take responsibility for that.

Thank you for your time, consideration, and service. We respectfully ask for leniency and guidance as we work to move forward in compliance with all City regulations.

Respectfully,

Walker Day
Rachel Day

Walker Day + Rachel Day

Code Enforcement Special Magistrate Case No. CE2025-0583 114 Spartina Ave

RE: Walker and Rachel Day

Good morning,

Larry Weeks, 106 Inlet Drive, St. Augustine, FL 32080

I served on the Code Enforcement Board for approximately six years, including a year as chairperson. As a board, we worked very closely with the Code Enforcement Staff to fully understand the case circumstances and history. As an independent citizens' board, we reviewed the facts and the municipal code. The Board had discretion on how it ruled on each case. Perhaps that is why it was abolished. The Board was cautious not to allow undue influence of one or two citizens or the City Commission on the Board's decisions. If we only looked at the top level of facts and did not look at the details or extenuating circumstances, we removed the human factor. Without the human factor, a robot or AI could have done our jobs! You also bring the human factor to the process.

How does the average citizen know the regulations concerning removing trees in the City? Do we expect them to spend their Friday night family time reading the municipal code? No, we do not. Should contractors know the code? Absolutely, and should ensure that the property owner knows them as well.

As the Code Enforcement Board, we were continuously frustrated that the vendors could not be touched by violations...only the property owners could be fined. As previous meeting minutes will prove, we as a Board have expressed many times the need to make these specific regulations known to the general citizenry. Almost every homeowner/lot owner has trees on their property and will need work done on those trees. We suggested mailers in citizens' water bills, Facebook posts, and now Next-Door app postings, even providing a

short reminder about tree regulations with each closing on city property. To my knowledge, nothing was ever done to educate the citizens of St. Augustine on tree regulations. Are copies of the Code given out with a permit to have trees removed, or when vendors obtain a business license in the city?

I've known Mr. and Mrs. Day for many years, and they are people of integrity. I don't believe that there was any malicious intent to violate the code. An excessive fine for this violation would be overwhelming to them financially, as well as to most of us present in the room. When I calculated the potential fine, I realized that it was more than I ever made annually as a Director at Flagler College. Please review the facts of the case carefully, and not only what the maximum fine can be. Your mercy and compassion to see beyond the obvious are greatly appreciated.

I regret that I cannot be present in person for this important hearing, as personal business has me out of town on the day of the hearing.

Thank you for your time and attention.

Sincerely,

Larry D. Weeks

Larry D. Weeks

Past Code Enforcement Board Member/Chairperson

CITY OF ST. AUGUSTINE
MEMORANDUM

TO: Code Enforcement Special Magistrate

DATE: December 31, 2025

SUBJECT: Case Number: CE2025-0583

RESPONDENT: RACHEL DAY
WALKER LEE DAY

LOCATION: 114 Spartina Avenue Saint Augustine Fl 32080

Parcel Number 1120100000

VIOLATION: City Code, Chapter 25, Sec. 56- Tree Removal and Replacement

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BACKGROUND INFORMATION:

My name is James Tomaselli, and I have been sworn in. I am a Code Enforcement Officer for the City of St Augustine, in this capacity for approximately 24 months, with prior experience obtained as a State Investigator with DBPR addressing Unlicensed Activity and Contractor Malfeasance for approximately four years. This case, number **CE2025-0583**, concerns the property located at **114 Spartina Avenue**, in the City of Saint Augustine, located in Saint Johns' County, FL. According to the official records of the Property Appraiser of St. Johns County, the property owners are, **RACHEL DAY and WALKER LEE DAY,** and it is reflected as such on the agenda for today's meeting.

On **December 09, 2025**, I received a complaint from Jack Lassen, ARB member of the Pelican Reef, the community in which the property is located, advising an unknown number of trees had been removed from the vacant lot, believed to be Southern Red Cedar trees, by the Respondent, located on the property identified above without prior ARB permissions or required permits. I went to the site and observed 22 stumps which were verified as the following trees which were removed from the property and confirmed by the Respondent; 1) 14" Dahoon Holly, 2) 13" Dahoon Holly, 3) 11" Dahoon Holly, 4) 16" Cabbage Palm, 5) 12" Red Cedar, 6) 16" Cabbage Palm, 7) 5" Red Cedar, 8) 10" oak, 9) 8" Red Cedar 10) 7" Red Cedar, 11) 3" Red Cedar, 12) 2" Red Cedar, 13) 19" Red Cedar, 14) 6" Oak, 15) 9" Red Cedar, 16) 8" Red Cedar, 17) 23" Red Cedar, 18) 11.5" Red Cedar, 19) 6" Red Cedar, 20) 13" Red Cedar, 21) 17" Red Cedar, 22) 4" Red Cedar, upon my findings, a NOTICE OF VIOLATION and NOTICE OF HEARING were initiated and sent to the Respondents along with a detailed email outlining the violation, stating, 15 Southern Red Cedars, and 3 Dahoon Hollys are not eligible for after the fact permits; However, the two oak trees, 6" and 10" DBH are at a cost of $300, and the Two Cabbage Palms for $800.00, due to size.

I issued an Official NOTICE OF VIOLATION and NOTICE OF HEARING to **RACHEL DAY**

and WALKER LEE DAY on December 16, 2025. In the notice, I cited a violation of the City of Saint Augustine Code, **Chapter 25, Sec.56- Tree Removal and Replacement**, for the irreputable and irreversible harm which was a result of Respondents Actions.

The Notice of Violation and Notice of Hearing were sent to the Respondent via certified mail, and a TRACKING UNAVAILABLE was uploaded to USPS Tracking on December 31, 2025.

I have established contact with the Respondent and discussed the violation in detail, and I feel they understand the violation. To date, the Respondents have not applied for nor obtained the available pre-discussed permits.

On December 9, 2025, I photographed the property. The photographs accurately show what I saw on that date and have not been altered in any way. Because the violation constitutes the irreputable and irreversible harm, a Notice of Hearing was issued on December 16, 2025, which was delivered to the Respondents via certified mail, the USPS Tracking Site, stated TRACKING UNAVAILABLE, and posted at the City of Saint Augustine Clerks Office, additionally, Copies of the NOTICE of VIOLATION and NOTICE of HEARING were posted to the property and emailed to the Respondents at a earlier provided valid email address.

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

James Tomaselli
Code Enforcement Officer

January 5, 2026

City of St. Augustine Code Enforcement Division
75 King Street
St. Augustine, FL 32084

To Whom It May Concern,

We are homeowners in the Pelican Reef community and neighbors of Walker and Rachael Day who own lot 114 Spartina Ave., Saint Augustine, Florida 32080. We are writing this letter to provide firsthand context regarding the condition of the vacant lot prior to the removal of the trees at issue.

For an extended period of time, the lot contained numerous dead and dying trees, many of which appeared to have been damaged to the point of dying or killed during the hurricanes and severe weather events that impacted our area. The condition of the trees visibly worsened over time, and the lot became increasingly overgrown and unsafe.

Several neighbors, including ourselves, were concerned about the condition of the property. In particular, the dead trees posed a safety hazard to children in the neighborhood, who frequently attempted to play on or around the lot. There was a genuine concern that limbs or the entire trees could fall, especially during storms or high winds, creating a risk of serious injury or damage to neighboring properties.

In addition to safety concerns, the condition of the lot became a frequent topic of discussion among neighbors and in HOA meetings. Residents and the new community management team expressed frustration that the overgrowth, downed limbs, and dead trees were inconsistent with the appearance and standards of our community and detracted from the neighborhood as a whole. Multiple neighbors commented that the lot needed to be cleaned up and properly maintained.

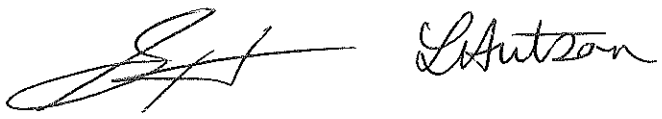
Our community's HOA rules and regulations specifically require property owners to maintain lots in neat clean, and safe condition, including the removal of downed and dead trees and limbs, and the maintenance of trees, shrubs, and grass. Undeveloped lots are required to be cleared of debris and hazards. From our perspective, the removal of the dead trees was consistent with these requirements and was a reasonable and responsible response to ongoing safety and maintenance concerns.

At no point did the condition of the lot appear to improve without intervention, and it was widely understood among neighbors that action was necessary. The tree removal appeared to be undertaken in good faith, with the intent of addressing long-standing hazards and bringing the property into better compliance with the community standards— not to cause environmental harm or to disregard city regulations.

We offer this statement voluntarily and truthfully to reflect what we personally observed and was was commonly discussed among neighbors regarding the condition of the lot and the safety risk posed by the dead trees.

Respectfully,

Stephen and Lindsey Huston



209 Pelican Reef Dr
St. Augustine, FL 32080
813-928-5584
330-704-6835

To Whom It May Concern,

We are writing this letter in support of Walker and Rachel Day, the owners of 114 Spartina Avenue, regarding the removal of dead trees on their property.

We live directly across the street at 117 Spartina Avenue and have had a clear view of the trees in question for many years. In our opinion those trees had been visibly dead for a long time, well before any recent work took place. They were an eyesore and posed a potential safety concern over time.

We have lived at this location for eight years, and throughout that period the trees showed no signs of life or maintenance. We were aware of their condition long before Mr. Day undertook efforts to remove them.

We are appreciative of Mr. Day's work to clean up and beautify the property, which has had a positive impact on the appearance of the neighborhood. The improvements made have enhanced the street and contributed to a better overall environment for nearby homeowners.

We believe Mr. Day acted in good faith and with the intention of improving the property and surrounding area. We fully support his actions and hope this letter helps provide context regarding the condition of the trees prior to their removal.

Please feel free to contact us if any additional information is needed.

Sincerely,

Roland Stonaker

Shawn Stonaker

Shawn Stonaker

117 Spartina Avenue

St. Augustine, FL

To Whom It May Concern,

My name is Talesh Patel, and I am the owner of 108 Spartina Ave., the property immediately adjacent to 114 Spartina Avenue. I have resided in this neighborhood for over twenty years and have lived and worked in the City of St. Augustine for many years. I hold deep respect for the history, character, and environmental stewardship of this city.

Having lived next to this property for such a long period of time, I have personally observed the progressive deterioration of the lot due to repeated wind events and flooding over the years. The condition of the trees on the property had visibly declined, and numerous trees had already fallen or were severely compromised prior to any recent cleanup efforts.

I personally walked the property with Mr. Walker Day and the professional tree service engaged to perform the work. Based on my direct observation, I can state unequivocally that the trees removed during this work showed no signs of live growth, including the absence of green foliage, buds, or other indicators of viability. The only exception was a tree that had already fallen, with its root system fully exposed, and which was entangled among other dead trees that were pulled down when it fell.

Based on my firsthand observations, it is my sincere belief that Mr. Day's actions were limited to the removal of dead, fallen, or hazardous trees, and that his intent was to clean up unsafe conditions and improve the overall safety and appearance of the property and surrounding neighborhood.

I provide this statement truthfully and voluntarily in support of Mr. Day, and I am willing to provide further information if requested.

Respectfully,

Talesh Patel

904 347 3461

Eric Chaconas
137 Oyster Catcher Circle
St. Augustine, FL 32080

Date: 12/29/2025

City of St. Augustine
75 King Street
St. Augustine, FL 32084

Re: Letter of Support – Removal of Trees at 114 Spartina Dr.

Dear City of St. Augustine Officials,

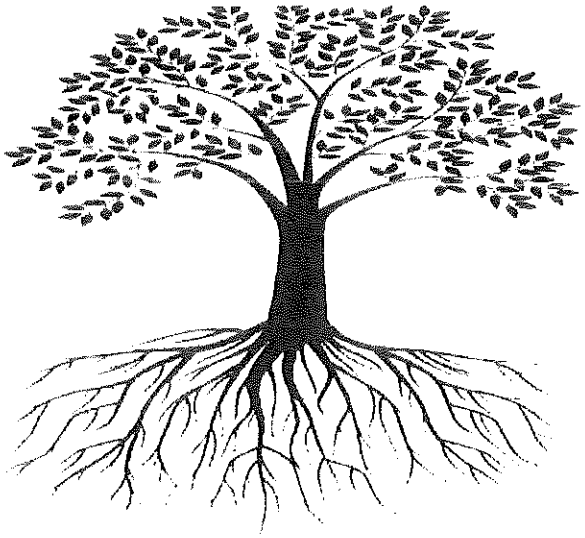
I am writing this letter in support of **Walker Day**, the property owner at **114 Spartina Drive, St. Augustine, FL 32080**, regarding the cutting of several trees located on his property several weeks ago.

As a neighboring property owner and member of the Pelican Reef Homeowners Association Board of Directors, I understand Mr. Day was concerned about the health of the trees laying sideways on the property, thinking they were damaged or dead, and was looking to improve the safety and appearance of the lot.

Thank you for your time and consideration.

Sincerely,

Eric Chaconas
137 Oyster Catcher Circle
St. Augustine, FL 32080



Ancient City Arbor LLC
2891 Race Track Rd
St Augustine FL 32084
904-669-8460
dougbradley904@gmail.com

INVOICE

Date: 12-27-2025

Customer Name: Walker Day
Job Address: Spartina (vacant lot)
Mailing Address:
Contact #/Email:

Job Decription:

No Holly trees were taken down. Hackberry trees were taken down, with no leaves and almost no bark remaining. One blown over and up rooted Cedar was removed. One small Cedar tree completely engulfed by Brazilian Pepper was removed. One small Cedar tree taken down with one green branch and cracked, twisted trunk.

CASTLE BAY
DESIGN + STUDIO

Arborist Report for 114 Spartina Avenue - Day Residence

To: Rachel and Walker Day

From: Castle Bay Design Studio

Date: January 14, 2026

Castle Bay Design Studio's ISA Certified Arborists conducted a **post-removal, desktop tree condition review** of the subject property located at **114 Spartina Avenue, St. Augustine, Florida**. This review was limited to the evaluation of **photographic, aerial, and public-record documentation** and did not include a pre-removal site inspection.

Documents reviewed include client-provided aerial and street-level imagery (from August 2024 & January 2026), historic aerial photography available through the **St. Johns County Property Appraiser** website (dating back to approximately 2014), notices issued by the **City of St. Augustine** addressed to Rachel and Walker Day, and Google Earth Pro aerial imagery and historic Street View records.

Based on review of the available documentation, **several *Juniperus silicicola* (Southern Red Cedar)** appear to have exhibited characteristics consistent with **dead or irreversibly declining conditions at or prior to the time of removal**. While a pre-removal assessment was not conducted, the observable conditions documented in the imagery are indicative of **non-viable or severely compromised trees**, rather than routine healthy canopy. The Southern Red Cedar health factors summarized below are provided for **City staff review to determine applicability toward permit and mitigation requirements**.

Hypothesis for Juniperus silicicola Decline

Juniperus silicicola, a Florida native species, is well adapted to coastal environments and demonstrates tolerance to both aerosol and soil salinity. However, the species has **low tolerance for prolonged flooding conditions, chronic soil saturation, or a persistently high water table**.

Review of historic site imagery and aerial photography indicates that the subject property is currently flanked by **bulkheaded shoreline conditions** and a **crowned roadway (Spartina Avenue)**, which appear to have altered historic surface drainage patterns. These conditions may have redirected tidal surge and seasonal floodwaters onto portions of the property, potentially resulting in **chronic root zone saturation and gradual physiological decline** of affected trees in lower lying areas.

As an evergreen species, *Juniperus silicicola* should typically maintain green foliage year-round. While coastal individuals may exhibit minor salt or wind pruning at branch tips, the cedar trees documented on the subject property exhibit **more extensive stress indicators**, with visible decline observable in aerial imagery dating back to **at least 2020**, based on records available through the St. Johns County Property Appraiser's website.

By comparison, Southern Red Cedar trees located along adjacent property lines and across Spartina Avenue — which appear to occupy **slightly higher elevations** — do not exhibit similar deterioration and are of comparable age and size. Southern Red Cedar is generally not prone to significant pest or disease pressure, making biotic causes less likely; however, **no pre-removal field assessment was conducted**, and therefore **no definitive causal determination is offered**.

Tree Removal and Measurement Notes

It should be noted that the entire site was not cleared but trees were selectively removed, trees which the client stated were either dead or in decline. The trees listed below have been identified by the **City of St. Augustine** as having been removed without prior permit approval, based on observed stumps. Additionally, **stump diameter measurements may not accurately reflect Diameter at Breast Height (DBH)** and may **over-represent actual DBH by approximately 10–15%** due to trunk taper and root flare.

The six trees highlighted in the following section were observed in owner-provided imagery to be **dead or in advanced decline** at the time of removal. Supporting photographic documentation is provided on the following pages. It is highly likely additional trees were declining based on similar conditions but could not be verified based on images provided.

DBH	Species	Deficit	DBH	Species	Deficit
14"	Dahoon Holly (Likely Hackberry)	1.5	2"	Red Cedar	1
13"	Dahoon Holly (Likely Hackberry)	1.5	19"	Red Cedar	-
11"	Dahoon Holly (Likely Hackberry)	1	6"	Oak	1.5
16"	Cabbage Palm	2.5	9"	Red Cedar	2
12"	Red Cedar	-	8"	Red Cedar	2
16"	Cabbage Palm	2.5	23"	Red Cedar	-
5"	Red Cedar	1.5	11.5"	Red Cedar	-
10"	Oak	1	6"	Red Cedar	1.5
8"	Red Cedar	2	13"	Red Cedar	-
7"	Red Cedar	2	17"	Red Cedar	-
3"	Red Cedar	1.5	4"	Red Cedar	1.5
				Total	**26.5**

Potential mitigation for the removed trees **could be satisfied** through the planting of additional *Juniperus silicicola* trees. The quantities below are provided **for conceptual planning purposes only**, based on typical **City of St. Augustine mitigation credits**. Final species selection, tree size, and quantities should be confirmed with City staff and may vary based on availability and planting location.

- **2" caliper, 8' height:** 27 Trees
- **3" caliper, 10' height:** 18 Trees
- **4" caliper, 12' height:** 14 Trees

Smaller-caliper trees are often recommended where feasible, as they generally acclimate more successfully to site-specific environmental conditions.

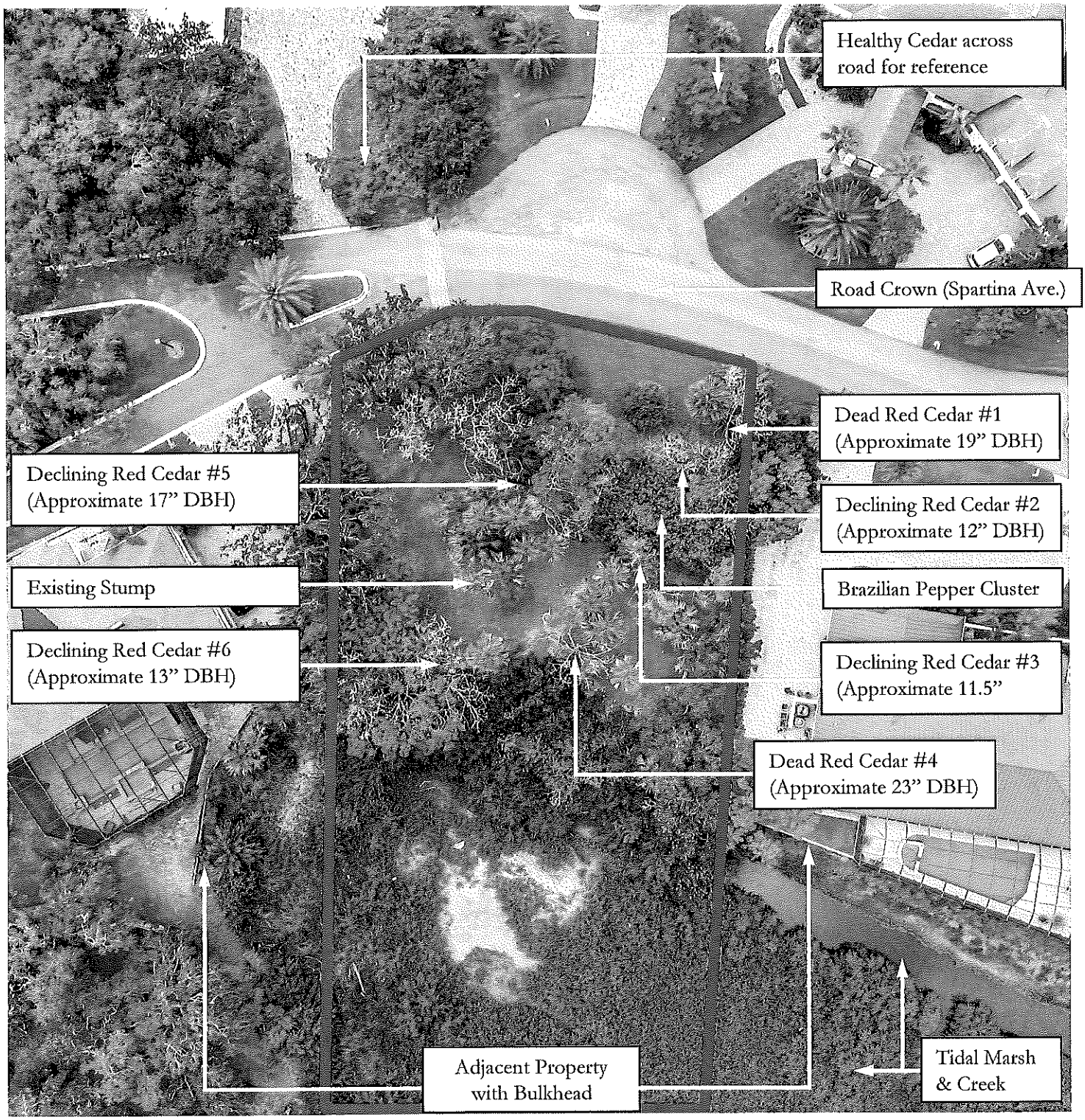
Removal of invasive exotics

In reviewing the provided site images (aerial and street view), we noted several large clusters of Schinus terebinthifolia (Brazilian Pepper) were also removed. Brazilian pepper is categorized as a Class I invasive species as it aggressively displaces native species by forming dense monoculture thickets. The removal of the Brazilian Pepper would be considered a net positive unintended consequence of the site clearing.

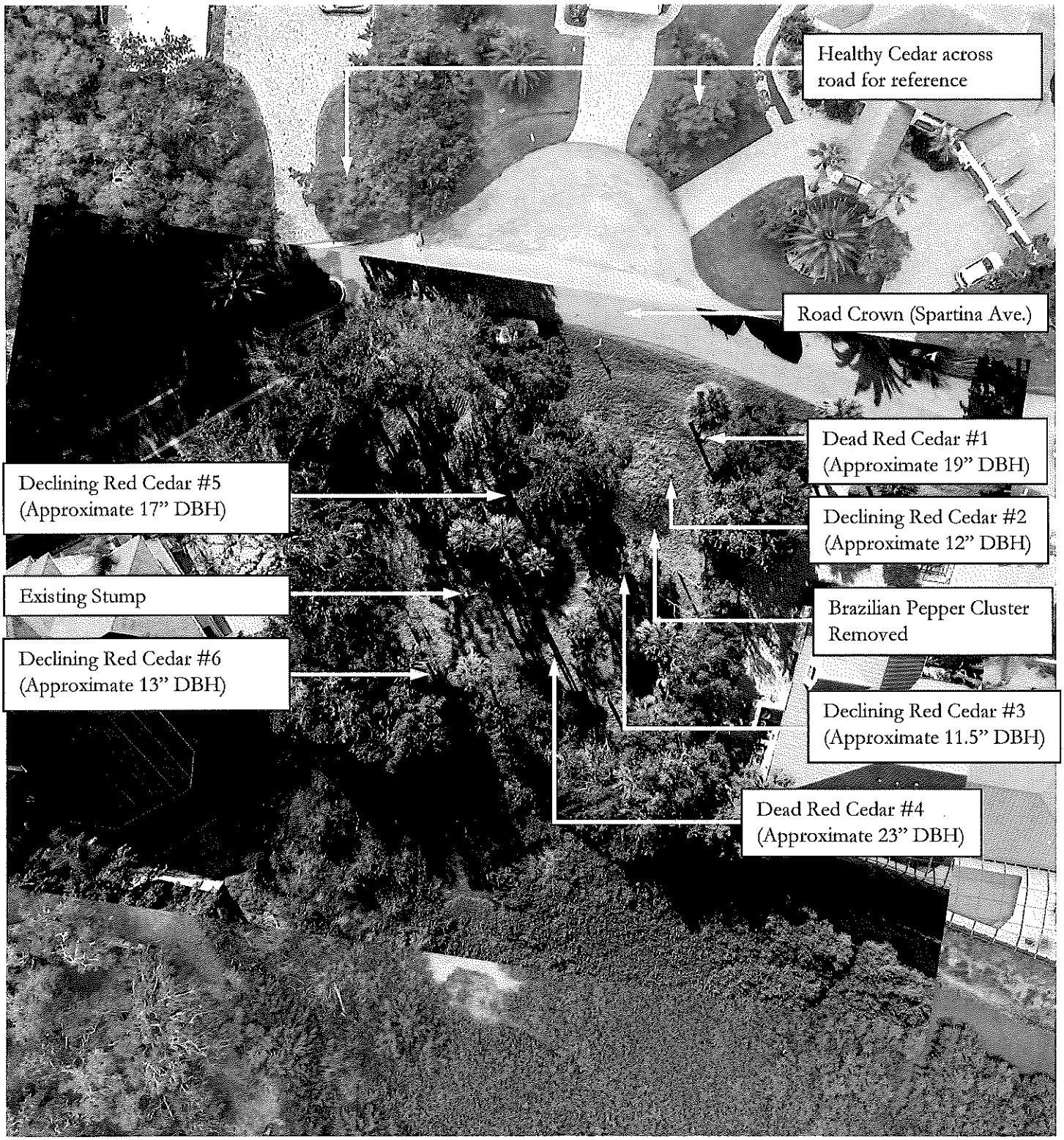
S. Brett Kuzoian, RLA, Principal
ISA Certified Arborist
FL-10021A

Jonathan Daniels, RLA
ISA Certified Arborist
FL-10020A

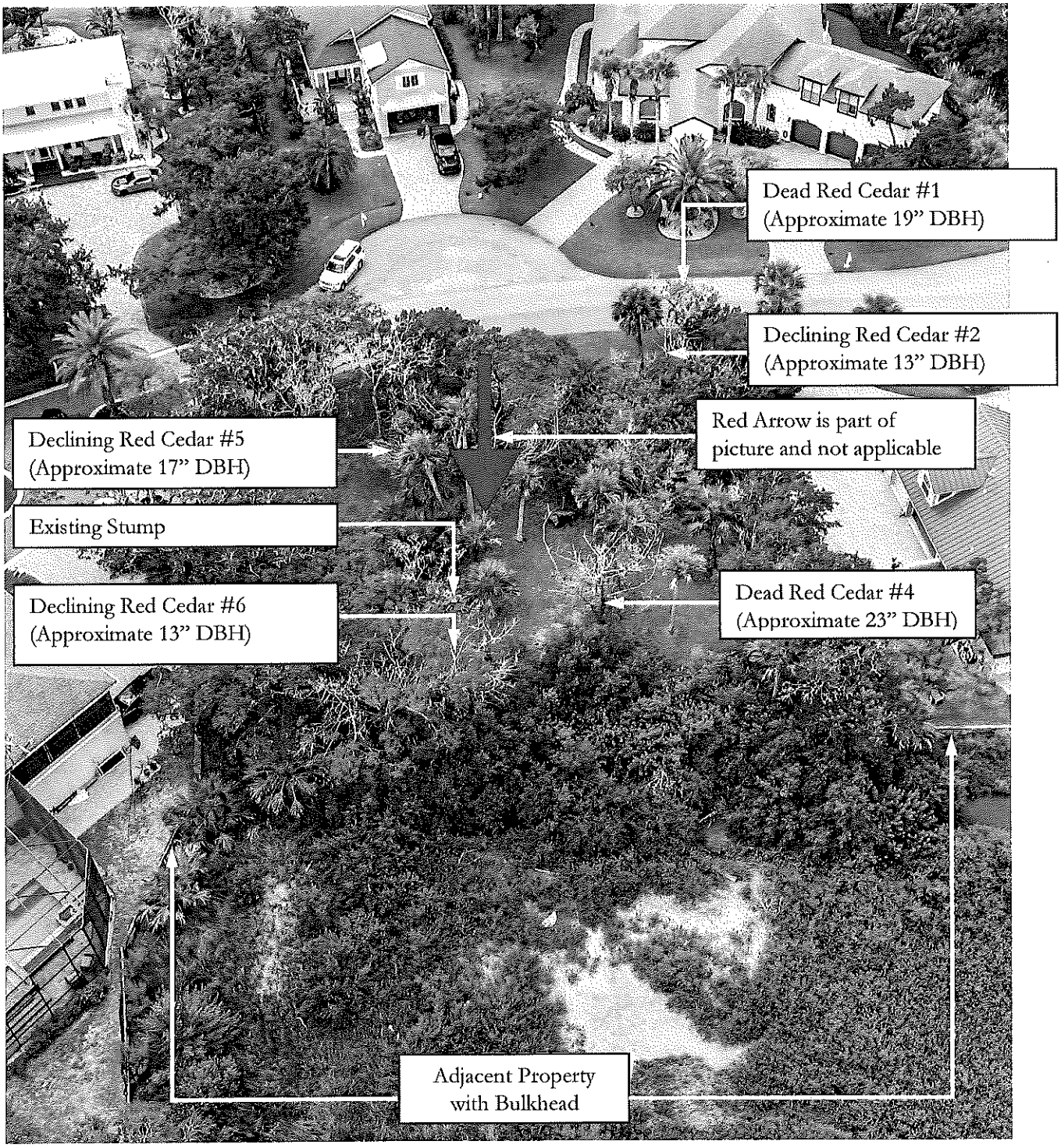
Tree Images
(Owner Provided Aerial, Pre-Removal)



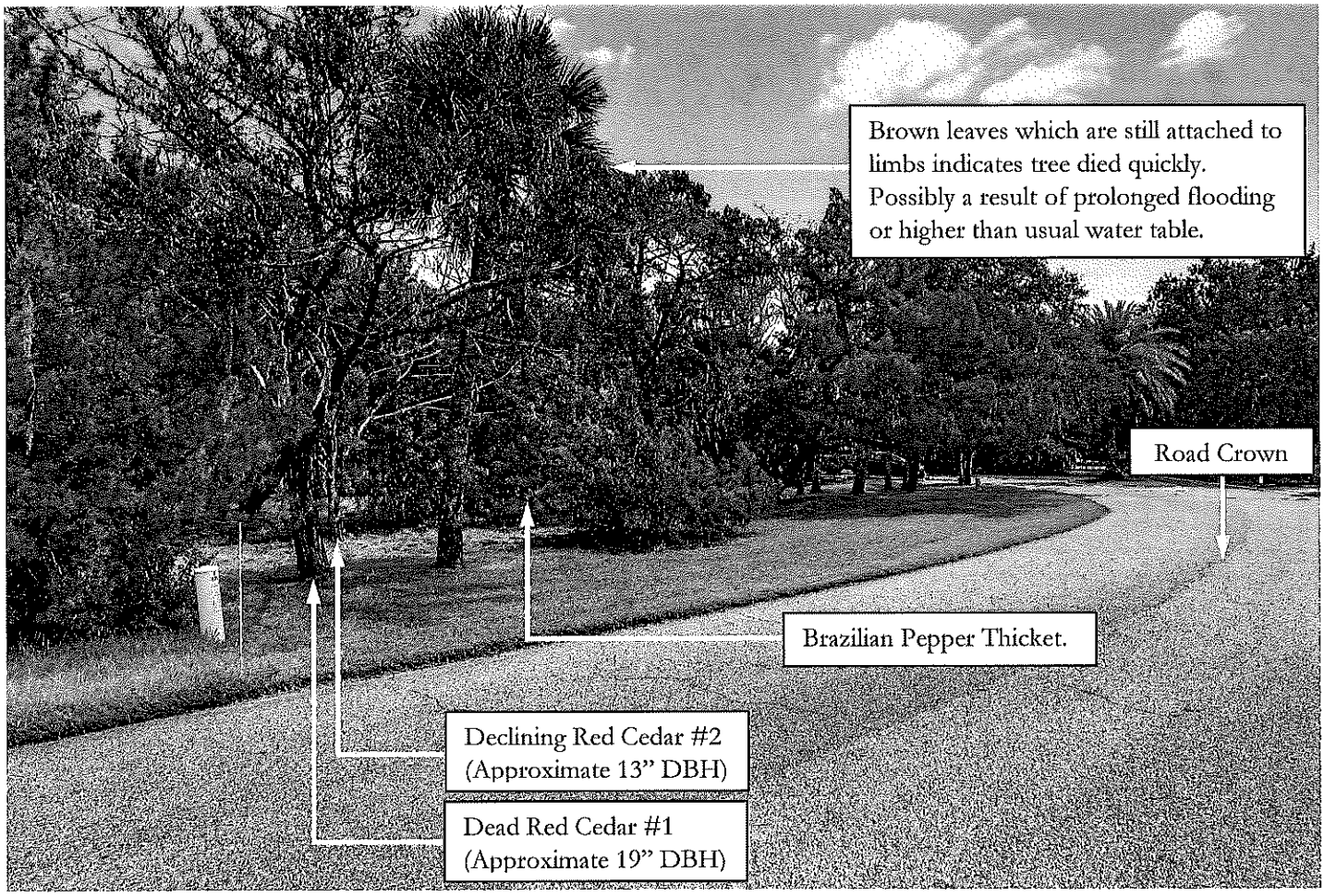
Tree Images
(Owner Provided Aerial, Post-Removal)



Tree Images
(Owner Provided Aerial, Pre-Removal)



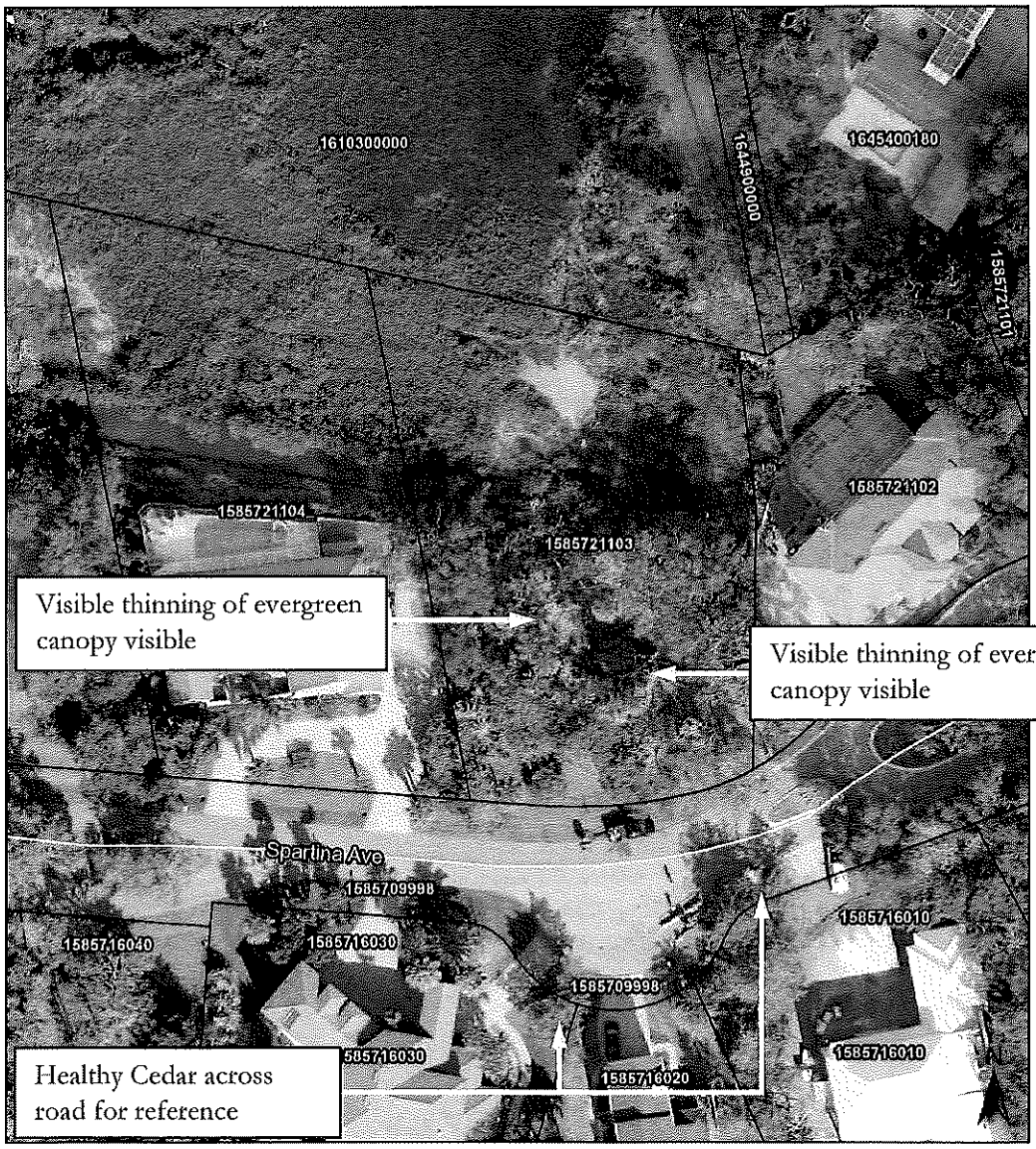
Tree Images
(Owner Provided Street view, Pre-Removal)



Tree Images
(SJC Property Appraiser Website, 2020 Aerial)

ST. JOHNS COUNTY PROPERTY APPRAISER

St. Johns County, FL



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.

Date created: 1/6/2026
Last Data Uploaded: 1/6/2026 3:48:51 AM

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	1920900000
Location Address	101 SAN MARCO AVE SAINT AUGUSTINE 32084-0000
Neighborhood	San Marco Ave Uptown (COM) (602.52)
Tax Description*	3 HEADE TRACT CITY BLKS A B C D & E & ALL LAND LYING E OF BLKS A & B TO HOSPITAL CREEK DB175/575 DB123/516 DB208/208 DB132/507 DB135/482 DB134/61 DB194/506 DB135451 *The Description above is not to be used on legal documents.
Property Use Code	Churches (7100)
Subdivision	Heade Tract
Sec/Twp/Rng	7-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	5.350
Homestead	N

No Image Available

Owner Information

Owner Name	Bishop Of The Diocese St Aug 100%
Mailing Address	11625 OLD ST AUGUSTINE RD JACKSONVILLE, FL 32258-0000

Exemption Information

Exemption Type	Status	Amount
Church/Religious		$4,017,290

Sec. 17-72. - Engaging in business without a receipt; failure to comply.

It shall be unlawful for any person to exercise any of the privileges or to carry on, engage in or conduct any of the businesses, occupations or professions, specifically enumerated in section 17-73, without paying a business tax at the time and in the manner herein provided or fail to make reports to the city comptroller as provided herein, or to violate any other provision of this article.

(Ord. No. 06-33, § 1, 12-11-06)

CITY OF ST. AUGUSTINE
MEMORANDUM

TO: Code Enforcement Special Magistrate

DATE: January 24, 2026

SUBJECT: BISHOP OF THE DIOCESE ST AUG
ROMAN CATHOLIC CHURCH

Case Number: CE2026-0208

LOCATION: 101 San Marco Ave Saint Augustine Fl 32084
Pine Street Entrance

Parcel Number: 1959300000

VIOLATION: City Code, Chapter 17, Sec. 72- Engaging in business without a receipt; failure to comply

BACKGROUND INFORMATION:

My name is James Tomaselli, and I have been sworn in. I am a Code Enforcement Officer for the City of St Augustine, in this capacity for approximately 21 months, with prior experience obtained as a State Investigator with DBPR addressing Unlicensed Activity and Contractor Malfeasance for approximately four years. This case, number **CE2026-0208**, concerns the property located at **101 San Marco Ave-Pine Street Entrance**, in the City of Saint Augustine, located in Saint Johns' County, FL. According to the official records of the Property Appraiser of St. Johns County, the property owners are, **BISHOP OF THE DIOCESE ST AUG and ROMAN CATHOLIC CHURCH** and it is reflected as such on the agenda for today's meeting.

On **November 21, 2025**, I responded to a complaint at the location from neighbor Stephen Hill who alleged Respondent had started to utilize the grass field, accessible via a gate located on Pine Street, as a pay to park lot without having a specific function. I responded to the area and determined on that specific date the lot was closed and not being utilized as a pay to park lot. However, over the course of the following weeks I responded to the site and made the following conclusions: On 11/22/25-No Parking, 11/29/25 Parking, 12/6/25 Parking, 12/27/25 Parking, 1/4/26 No Parking, 1/10/26 No Parking.

Based upon observations I determined the lot had been utilized on three (3) separate occasions from approximately 1700hrs., into the evening. During the visual specific time, it was estimated the lot was utilized to park 50 vehicles, on the low end, on the grass field over the course of the three (3) days, if it was to be determined that each car was a separate event.

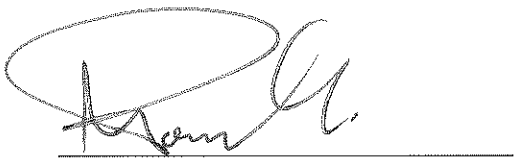
The Notice of Violation and Notice of Hearing were sent to the Respondents on January 15, 2026, via certified mail with electronic return receipt and it was determined the documents were

delivered on January 20, 2026, according to the USPS Tracking site. It should be noted that a copy of the Notice of Violation and Notice of Hearing were hand delivered to the new Operations Director Peter C. Mitalas who discussed City's concerns and was made aware of the fact it was a repeat offense and the possible consequences.

I have established contact with the Respondent and discussed in detail what was required and the steps to achieve compliance. I feel all parties understand the violation.

On November 21,22,and 29, December 6, and 27 and January 4, and 10 The photographs accurately show what I saw on those dates and have not been altered in any way.

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



James Tomaselli
Code Enforcement Officer

Nov 21, 2025 at 6:08:39 PM
St. Augustine, FL 32084

Nov 22, 2025 at 5:08:47 PM
St. Augustine, FL 32084

Nov 29, 2025 at 3:32:36 PM
St. Augustine, FL 32084

Nov 29, 2025 at 3:32:39 PM
St. Augustine, FL 32084

PLEASE HAVE YOUR CREDIT CARD READY.
Dec 6, 2025 at 4:19:48 PM
St. Augustine, FL 32084

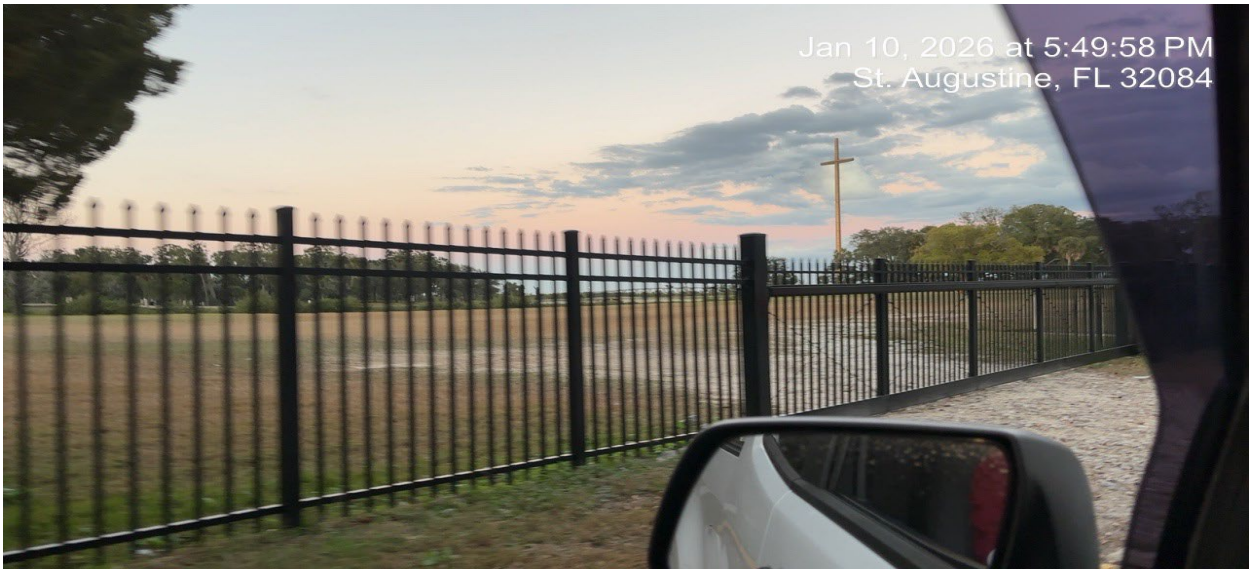
NIGHTS OF LIGHTS PARKING
Dec 6, 2025 at 4:19:52 PM
St. Augustine, FL 32084

Dec 6, 2025 at 4:20:00 PM
St. Augustine, FL 32084

Dec 27, 2025 at 5:08:28 PM
St. Augustine, FL 32084

Dec 27, 2025 at 5:08:40 PM
St. Augustine, FL 32084

Jan 4, 2026 at 3:45:17 PM
St. Augustine, FL 32084


Jan 10, 2026 at 5:49:58 PM
St. Augustine, FL 32084

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

CODE ENFORCEMENT DIVISION

January 15, 2026

IN THE MATTER OF:

Name: **ROMAN CATHOLIC CHURCH BISHOP OF THE DIOCESE ST AUG**

Address: **11625 OLD SAINT AUGUSTINE ROAD JACKSONVILLE FLORIDA 32258**

Case #: **CE2026-0208**

HEREBY KNOWN AS RESPONDENT(S)

OFFICIAL NOTICE OF VIOLATION

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

Code Section: Chapter 17, Sec. 72- ENGAGING IN BUSINESS WITHOUT A RECEIPT; FAILURE TO COMPLY

SITE OF VIOLATION:	**PINE STREET ST AUGUSTINE FL 32084**
LEGAL DESCRIPTION:	ABBOTT TRACT CITY S36.46FT OF LOTS 1 3 & N35FT OF LOTS 2 3 & LOTS 4 5 6 7 8 BLK R & ALL OF ABBOTT & OSCEOLA STS LYING N OF PINE ST VAC IN DB233/560(EX PT OF LOTS 1 & 3 IN OR2409/75) OR203/47 &205/38 &167 &213/547
PARCEL NUMBER:	1959300000

The City of St. Augustine conducted an inspection and/or review of City records regarding the subject property on **November 21, 2025** which revealed the following violations:

OPERATING PAY TO PARK LOT WITHOUT PROPER BUSINESS TAX RECEIPT AFTER PRIOR WARNING

It is the Finding of the Code Enforcement Division of the Planning and Building Department of the City of St. Augustine that the Respondent shall comply with the above cited sections of the City Code of St. Augustine, Florida, by **IMMEDIATELY, or a fine of $500.00 per day may** be imposed by the Magistrate.

The violation may be corrected via: **APPEARANCE BEFORE THE MAGISTRATE**

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

JAMES TOMASELLI
Code Enforcement Officer

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

Certified Mail Number: 9489 0090 0027 6675 2531 81, 9489 0090 0027 6675 2531 98

cc: John P. Regan, City Manager
CEAAB File

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

9489 0090 0027 6675 2531 81

9489 0090 0027 6675 2531 98

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

CODE ENFORCEMENT DIVISION

OFFICIAL NOTICE OF SPECIAL MAGISTRATE HEARING

JANUARY 15, 2026

IN THE MATTER OF: **Owner(s): ROMAN CATHOLIC CHURCH**
BISHOP OF THE DIOCESE ST AUG

Address: 11625 OLD SAINT AUGUSTINE ROAD
JACKSONVILLE FLORIDA 32258

Case #: CE2026-0208

HEREBY KNOWN AS RESPONDENT(S)
RE: VIOLATION OF SECTION(S):
Code of Law and Ordinances of St. Augustine, Florida Chapter (17), Section (72)
SITE OF VIOLATION: PINE STREET ST AUGUSTINE FL 32084
LEGAL DESCRIPTION: ABBOTT TRACT CITY S36.46FT OF LOTS 1 3 & N35FT OF LOTS 2 3 & LOTS 4 5 6 7 8 BLK R & ALL OF ABBOTT & OSCEOLA STS LYING N OF PINE ST VAC IN DB233/560(EX PT OF LOTS 1 & 3 IN OR2409/75) OR203/47 &205/38 &167 &213/547

PARCEL NUMBER: 1959300000

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet on **WEDNESDAY, FEBRUARY 4, 2026, at 9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street, and you have been placed on the agenda for the meeting in the matter of the following violations:

Chapter 17, Section(s) 72- ENGAGING IN BUSINESS WITHOUT A RECEIPT; FAILURE TO COMPLY

CE2026-0208

This is your "Official Notice" for you or your representative to appear before the Special Magistrate to respond to your violation. The Special Magistrate will conduct a hearing, in accordance with F.S. 162.07, concerning your case and, subsequently, she will issue findings of

fact and may order corrective action and compliance by a specific date. Again, we believe it is important that you be present at the meeting to address the Special Magistrate. If the violation is corrected and then recurs, or if the violation is corrected prior to the referenced hearing, this case may still be presented to the Special Magistrate.

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

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

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

Certified Mail Number: **9489 0090 0027 6675 2531 81, 9489 0090 0027 6675 253198**

cc: David Birchim, City Manager

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

AFFIDAVIT OF SERVICE

STATE OF FLORIDA
COUNTY OF ST. JOHNS
CITY OF ST. AUGUSTINE Respondent (s)

BISHOP OF THE DIOCESE ST AUG
ROMAN CATHOLIC CHURCH

11625 OLD SAINT AUGUSTINE ROAD JACKSONVILLE FL 32258

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: **CE2026-0208**

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

1. That I am employed by the City of St. Augustine Code Enforcement Department.
2. That pursuant to Florida Statute 162.12, on **January 15, 2026,**
   I received a copy of the attached Notice of Hearing for the hearing dated **February 4, 2026.**

PRIMARY SERVICE:

3. That on **January 20, 2026,**
   I mailed said Notice by certified U. S. Mail to the respondent, at the above listed address.

   9489 0090 0027 6675 2531 81, 9489 0090 0027 6675 253198

4. That on **JANUARY 22, 2026**
   I hand delivered said Notice to **OPERATIONS MANAGER PETER C. MITALAS.**

SECONDARY SERVICE:

5. That on, **January 22, 2026,**

I posted said Notice on the property located at
101 SAN MARCO AVE SAINT AUGUSTINE FLORIDA 32084.

6. That on **JANUARY 20, 2026,**
I posted said Notice at the City of St. Augustine Clerks Office located at 75 King St., St. Augustine, FL.

JAMES TOMASELLI
Code Enforcement Inspector

FURTHER, Affiant saith not.

SWORN TO AND SUBSCRIBED BEFORE ME THIS 28 DAY OF January, 2026.

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

EMILY HOWINGTON
Notary Public-State of Florida
Commission # HH 305930
My Commission Expires
August 28, 2026

Skip to Main Content

Apply for Exemptions

Apply for Exemptions

St. Johns County, FL

Homestead Compliance

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

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1946800000
Location Address	SHENANDOAH ST SAINT AUGUSTINE 32084-0000
Neighborhood	Abbott Tract (606)
Tax Description*	ABBOTT TRACT CITY W133.2FT OF LOT 8 BLK B (EX W30 OF S85FT &N85FT OR2092/208 *The Description above is not to be used on legal documents.
Property Use Code	Vacant Residential (0000)
Subdivision	Abbott Tract
Sec/Twp/Rng	18-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.230
Homestead	N

Click Here to Open Cyclomedia Viewer in a New Tab

Owner Information

Owner Name	Tricat Lllp 100%
Mailing Address	28 WATER ST SAINT AUGUSTINE, FL 32084-0000

Map

Sec. 17-72. - Engaging in business without a receipt; failure to comply.

It shall be unlawful for any person to exercise any of the privileges or to carry on, engage in or conduct any of the businesses, occupations or professions, specifically enumerated in section 17-73, without paying a business tax at the time and in the manner herein provided or fail to make reports to the city comptroller as provided herein, or to violate any other provision of this article.

(Ord. No. 06-33, § 1, 12-11-06)

CITY OF ST. AUGUSTINE
MEMORANDUM

TO: Code Enforcement Special Magistrate

DATE: January 28, 2026

SUBJECT: Case Number: CE2026-0209

RESPONDENT: JAMES TY MERRITT
PATRICIA A MERRITT
TERESA R MERRITT
TRICAT LLLP

LOCATION: Shenandoah Street, Saint Augustine, FL. 32084

Parcel Number 1946800000

VIOLATION: City Code, Chapter 17, Sec. 17-72-Engaging in Business Without Receipt: Failure to Comply.

BACKGROUND INFORMATION:

My name is James Tomaselli, and I have been sworn in. I am a Code Enforcement Officer for the City of St Augustine, in this capacity for approximately 26 months, with prior experience obtained as a State Investigator with DBPR addressing Unlicensed Activity and Contractor Malfeasance for approximately four years. This case, number **CE2026-0209**, concerns the property located at 101 San Marco Avenue, in the City of Saint Augustine, located in Saint Johns' County, FL. According to the official records of the Property Appraiser of St. Johns County, the property owners are, **JAMES TY MERRITT, PATRICIA A MERRITT, TERESA R MERRITT** and **TRICAT LLLP** and it is reflected as such on the agenda for today's meeting.

On November 22, November 29, 2025, December 5, December 6, December 19, December 27, 2025, and January 4, 2026, I observed vehicles parked and actively being directed onto a vacant lot identified as Shenandoah Street, which has been determined to be a repeat offender as determined in case CE2024-0599.

Based upon observations and photographs it has been determined the specific number of vehicles which paid to park are as follows: 11/22-16, 12/29-7, 12/5-2, 12/6-11, 12/19-2, 12/20-12, 12/27-18, 1/4 -1. Additionally, the lot was also checked on 12/12-no Vehicles, and 1/10 – No Vehicles 1/20-No Vehicles- and a chain was securing the gate. It should also be noted, it was reported from an unknown neighbor that the vacant lot was utilized every Friday, Saturday, and Sunday during the Nights of Lights event, but this Inspector was unable to obtain any supporting documentation from the individual.

I issued an Official Notice of Violation and Notice of Hearing to **JAMES TY MERRITT, PATRICIA A MERRITT, TERESA R MERRITT, and TRICAT LLLP, ,** on January 15, 2026. In the notice, I cited a violation of the City of Saint Augustine Code, **Chapter 17, Sec. 17-72-Engaging in Business Without Receipt: Failure to Comply**, for failure to obtain the proper BTR prior to the performance of work.

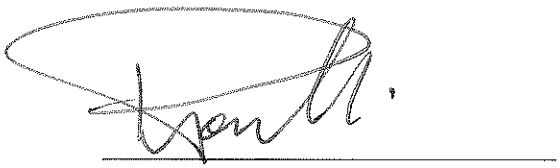
The Notice of Violation and Notice of Hearing were confirmed delivered to the Respondents by certified mail on January 20, 2026 . In the Notice of violation, the Respondents were directed to immediately cease the actions and Appear Before the Magistrate.

I have established contact with the respondent in the past and feel the respondent does understand the violation. I have also spoken to Jonathan from Parking Pros and explained the ramifications of continuing to act as a pay to park lot.

As previously stated, I photographed the property. The photographs accurately show what I saw on the dates and has not been altered in any way. No BTR has been issued to date. Because compliance was not achieved, and this is a Repeat Offense, a Notice of Hearing was issued on at time of violation.

Inspector posted the property and the City of Saint Augustine's Clerks office.

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



James Tomaselli
Code Enforcement Officer

Nov 22, 2025 at 5:16:41 PM
St. Augustine, FL 32084

Nov 22, 2025 at 5:16:48 PM
St. Augustine, FL 32084

BROCK FENCE
904-797-2006
Nov 29, 2025 at 3:27:07 PM
St. Augustine, FL 32084

Nov 29, 2025 at 3:27:08 PM
St. Augustine, FL 32084

Dec 6, 2025 at 4:21:26 PM
St. Augustine, FL 32084

BROCK FENCE
COMMERCIAL · RESIDENTIAL
904-797-2006
TO PAY
ATORS WILL
OWED AT
S EXPENSE
Dec 6, 2025 at 4:21:34 PM
St. Augustine, FL 32084

Dec 12, 2025 at 6:12:24 PM
St. Augustine, FL 32084

Dec 19, 2025 at 6:06:53 PM
St. Augustine, FL 32084

PUBLIC
PARKING

SCAN TO PAY

Dec 20, 2025 at 7:22:12 PM
St. Augustine, FL 32084

Dec 27, 2025 at 5:17:53 PM
St. Augustine, FL 32084

Jan 10, 2026 at 5:51:50 PM
St. Augustine, FL 32084

Jan 20, 2026 at 2:26:52 PM
St. Augustine, FL 32084

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

CODE ENFORCEMENT DIVISION

NOTICE OF SPECIAL MAGISTRATE HEARING

Owner(s): TRICAT LLLP
PATRICIA A MERRITT
JAMES TY MERRITT
TERESA R MERRITT

Address: 28 Water Street Saint Augustine FL 32

Case #: CE2026-0209

RESPONDENT(S)

VIOLATION(S):

Code of St. Augustine, Florida Chapter

SHENANDOAH STREET ST AUGUSTINE FL

ABBOTT TRACT CITY W133.2FT OF LOT

S85FT &N85FT OR2092/208

1946800000

This is to notify you that the City of St. Au

WEDNESDAY, FEBRUARY 4, 2026, at 9:

Street, and you have been placed on the

Violations:

ENGAGING IN BUSINESS WITHOUT A

COMPLY

BROCK FENCE
COMMERCIAL · RESIDENTIAL
904-797-2006

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

CODE ENFORCEMENT DIVISION

January 15, 2026

IN THE MATTER OF:

Name: **TRICAT LLLP**
PATRICIA A MERRITT
JAMES TY MERRITT
TERESA R MERRITT

Address: **28 WATER STREET SAINT AUGUSTINE FL 32084**

Case #: **CE2026-0209**

HEREBY KNOWN AS RESPONDENT(S)

OFFICIAL NOTICE OF VIOLATION

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

Code Section: Chapter 17, Sec. 72- ENGAGING IN BUSINESS WITHOUT A RECEIPT; FAILURE TO COMPLY

SITE OF VIOLATION: **SHENANDOAH STREET ST AUGUSTINE FL 32084**

LEGAL DESCRIPTION: ABBOTT TRACT CITY W133.2FT OF LOT 8 BLK B (EX W30 OF S85FT &N85FT OR2092/208

PARCEL NUMBER: 1946800000

The City of St. Augustine conducted an inspection and/or review of City records regarding the subject property on **November 22, 2025** which revealed the following violations:

OPERATING PAY TO PARK LOT WITHOUT PROPER BUSINESS TAX RECEIPT AFTER PRIOR WARNING

It is the Finding of the Code Enforcement Division of the Planning and Building Department of the City of St. Augustine that the Respondent shall comply with the above cited sections of the City Code of St. Augustine, Florida, by **IMMEDIATELY, or a fine of $550.00 per day may** be imposed by the Magistrate.

The violation may be corrected via: **APPEARANCE BEFORE THE MAGISTRATE**

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

JAMES TOMASELLI
Code Enforcement Officer

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

Certified Mail Number: 9489 0090 0027 6675 2531 43, 9489 0090 0027 6675 2531 50, 9489 0090 0027 6675 2531 67, 9489 0090 0027 6675 2531 74

cc: John P. Regan, City Manager
CEAAB File

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

9489 0090 0027 6675 2531 43

9489 0090 0027 6675 2531 50

9489 0090 0027 6675 2531 67

9489 0090 0027 6675 2531 74

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

CODE ENFORCEMENT DIVISION

OFFICIAL NOTICE OF SPECIAL MAGISTRATE HEARING

JANUARY 15, 2026

IN THE MATTER OF: **Owner(s): TRICAT LLLP**
PATRICIA A MERRITT
JAMES TY MERRITT
TERESA R MERRITT

Address: 28 Water Street Saint Augustine Fl 32084
Case #: CE2026-0209

HEREBY KNOWN AS RESPONDENT(S)
RE: VIOLATION OF SECTION(S):
Code of Law and Ordinances of St. Augustine, Florida Chapter (17), Section (72)
SITE OF VIOLATION: **SHENANDOAH STREET ST AUGUSTINE FL 32084**
LEGAL DESCRIPTION: ABBOTT TRACT CITY W133.2FT OF LOT 8 BLK B (EX W30 OF S85FT &N85FT OR2092/208
PARCEL NUMBER: 1946800000

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet on **WEDNESDAY, FEBRUARY 4, 2026, at 9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street, and you have been placed on the agenda for the meeting in the matter of the following violations:

Chapter 17, Section(s) 72- ENGAGING IN BUSINESS WITHOUT A RECEIPT; FAILURE TO COMPLY

CE2026-0209

This is your "Official Notice" for you or your representative to appear before the Special Magistrate to respond to your violation. The Special Magistrate will conduct a hearing, in accordance with F.S. 162.07, concerning your case and, subsequently, she will issue findings of

fact and may order corrective action and compliance by a specific date. Again, we believe it is important that you be present at the meeting to address the Special Magistrate. If the violation is corrected and then recurs, or if the violation is corrected prior to the referenced hearing, this case may still be presented to the Special Magistrate.

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

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

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

Certified Mail Number: **9489 0090 0027 6675 2531 43, 9489 0090 0027 6675 2531 50, 9489 0090 0027 6675 2531 67, 9489 0090 0027 6675 2531 74**

cc: David Birchim, City Manager

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

AFFIDAVIT OF SERVICE

STATE OF FLORIDA
COUNTY OF ST. JOHNS
CITY OF ST. AUGUSTINE Respondent (s)

JAMES TY MERRITT
PATRICIA A MERRITT
TERESA R MERRITT
TRICAT LLLP

28 WATER STREET SAINT AUGUSTINE FL 32084

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: **CE2025-0594**

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

1. That I am employed by the City of St. Augustine Code Enforcement Department.
2. That pursuant to Florida Statute 162.12, on **January 15, 2026,**
   I received a copy of the attached Notice of Hearing for the hearing dated **February 4, 2026.**

PRIMARY SERVICE:

3. That on **January 15, 2026,**
   I mailed said Notice by certified U. S. Mail to the respondent, at the above listed address.

   9489 0090 0027 6675 2531 43, 9489 0090 0027 6675 2531 50, 9489 0090 0027 6675 2531 67, 9489 0090 0027 6675 2531 74

4. That on _____
   I hand delivered said Notice to _____

SECONDARY SERVICE:

5. That on, **January 20, 2026,**

I posted said Notice on the property located at
SHENANDOAH STREET SAINT AUGUSTINE FLORIDA 32084.

6. That on **JANUARY 20, 2026,**
I posted said Notice at the City of St. Augustine Clerks Office located at 75 King St., St. Augustine, FL.

JAMES TOMASELLI
Code Enforcement Inspector

FURTHER, Affiant saith not.

SWORN TO AND SUBSCRIBED BEFORE ME THIS 29 DAY OF January, 2026.

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

EMILY HOWINGTON
Notary Public-State of Florida
Commission # HH 305930
My Commission Expires
August 28, 2026

Skip to Main Content

Apply for Exemptions

Apply for Exemptions

St. Johns County, FL

Homestead Compliance

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

Homestead Compliance

Sales Questionnaire Form

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

Sales Questionnaire

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

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

Click Here to Open Cyclomedia Viewer in a New Tab

Owner Information

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

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

(a) Any necessary building or demolition (full or partial) permit and/or certificate of occupancy shall not be issued unless the planning and building department reviews the application for compliance and/or the historic architectural review board approves an application as outlined under section 28-88. Such permit shall be subject to the terms of such approval as well as other necessary provisions of this Code.

(b) Applications shall be submitted through the planning and building department and shall include, in duplicate if requested, all plans, elevations and other information necessary to determine the appropriateness of the features to be passed upon.

(c) Prior to issuance or denial of a certificate of appropriateness, relocation, demolition, or partial demolition required by the board, the board shall take such action as may reasonably be required to inform the owners of any property likely to be materially affected by the application and shall give the applicant and such owners an opportunity to be heard. The board shall hold a public hearing concerning each application.

(d) Every decision of the board and/or planning and building department in passing upon plans for structures or signs located or to be located in the district shall be in the form of a written order or permit as appropriate stating the finding of the board, its decisions and reasons therefor.

(e) The board shall not disapprove any plans without giving its recommendations for changes necessary to be made before the plans will be reconsidered. Such recommendations may be general in scope, and compliance with them shall qualify the plans for reconsideration by the board.

(f) An appeal may, within thirty (30) days thereafter, be taken by any aggrieved person to the city commission from the board's action in granting or denying an opinion or certificate of appropriateness, relocation or demolition or partial demolition. The appeal shall be as prescribed in section 28-29(g). Any appeal from the decision of the city commission shall be heard by the circuit court of the county, on writ of certiorari, as in the case of any other zoning decision from the city commission. All orders to approve certificates of demolition, except for partial demolition, shall become effective on the 31 st day following the date of the rendered order, unless this waiting period is specifically granted a written waiver by the city commission or city manager. The owner-applicant of an order to approve a demolition certificate may request a hardship waiver to the city manager for emergency humanitarian reasons including the health and safety of the occupants of a structure in need of immediate emergency repairs, renovation or reconstruction. In the alternative, the owner-applicant of an order to approve a demolition certificate may request a waiver from the city commission if the delay in demolishing the structure would create an undue burden on the owner-applicant that would be greater than the public interest served in preserving the thirty-day waiting period. All decisions to grant or deny the waiver shall be

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

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

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

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

CODE ENFORCEMENT DIVISION
OFFICIAL NOTICE OF SPECIAL MAGISTRATE HEARING FOR FINE ASSIGNMENT

January 14, 2026

IN THE MATTER OF: Owner(s): 20/20 Commercial Holdings Washington LLC

Address: 142 WASHINGTON ST, Saint Augustine, FL, 32084

Case #: CE2025-0223

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

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

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

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet for a **Fine Assignment Hearing** regarding your case on **February 4, 2025, at 9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street.

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

In accordance with Florida Statutes 286.0105: "If any if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based."

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

Barry Fox
Code Enforcement Manager

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

Certified Mail Number: 9489 0090 0027 6675 2517 67, 9489 0090 0027 6675 2517 74, 9489 0090 0027 6675 2517 81

cc: David Birchim, City Manager

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

AFFIDAVIT OF NON-COMPLIANCE

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

20/20 COMMERCIAL HOLDINGS WASHINGTON LLC
JACKSON, EDWARD S, SR
JACKSON, SARA B
142 WASHINGTON ST
ST. AUGUSTINE, FL 32084

Respondent

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

I, Morganne E. Lanni, have personally examined the property described in the Code Enforcement Order dated November 5, 2025, in reference to the above case, and find that said property is **NOT** in compliance with the City of St. Augustine Code of Ordinance(s) 28-90 (a) as of January 20, 2026.

FURTHER, Affiant saith not.

Morganne E. Lanni
Code Enforcement Inspector

SWORN TO AND SUBSCRIBED BEFORE ME THIS 20 DAY OF January, 2026.

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

EMILY HOWINGTON
Notary Public-State of Florida
Commission # HH 305930
My Commission Expires
August 28, 2026

BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

ORDER FINDING VIOLATION

CASE NUMBER: CE2025-0223

IN THE MATTER OF:

20/20 Commercial Holdings Washington LLC
JACKSON, EDWARD S, SR
JACKSON, SARA B
142 WASHINGTON ST, Saint Augustine, FL, 32084

(Hereinafter referred to as Respondent)

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

City Code, Chapter 28, Sec. 28-90. - Administration records, and appeals. (a)

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

THE SPECIAL MAGISTRATE HEARD TESTIMONY AND EXAMINED EVIDENCE AT A HEARING HELD ON **NOVEMBER 05, 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 **November 05, 2025**, in accordance with Chapter 162 F.S.

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

2. During a routine code enforcement inspection of the property, staff observed the following code violations on January 28, 2025:

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

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

City Code, Chapter 28
Sec. 28-90. - Administration records, and appeals. (a)

4. On January 29, 2025, the Planning and Building Department sent an **"Official Notice of Violation"** to formally advise the respondent of the violation, via certified mail.

5. On October 20, 2025, the Planning and Building Department sent the respondent, via certified mail, an **"Official Notice of Special Magistrate Hearing"** and posted a copy at the property and with the City Clerk's office for the Special Magistrate Hearing for November 05, 2025.

6. **On November 05, 2025, the Special Magistrate heard the testimony and examined the evidence of this case and issued the following order:**

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

a. ✓ In Violation.

b. _____ A Repeat Violation.

c. _____ An Irreparable / Irreversible Violation.

AND

a. _____ You are in Compliance, at the time of this hearing.

b. _____ No fine will be assigned and the case will be closed.

c. ✓ Other: no fine at this time, given 60 days to come into compliance with HARB order.

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

a. _____ You have _____ days to become compliant or a fine of up to $250 will be imposed for each day the violation continues.

b. _____ You were in violation for _____ days, found to be compliant at this time, and the fine is set at $_____.

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

a. _____ A fine of up to $_____ Will be imposed for each day the violation continues.

b. _____ You were in violation for _____ days, found to be compliant at this time, and the fine is set at $_____.

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

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

7. RESPONDENT IS HEREBY FURTHER NOTIFIED TO REAPPEAR before the Special Magistrate for a compliance hearing on Jan. 7, 2026 at 9:00 A.M. in the Alcazar Room in City Hall. Your presence will not be necessary if this matter has been satisfactorily resolved and the code inspector has been duly notified and has acknowledged correction of the violation.

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

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

DONE AND ORDERED THIS 5TH DAY OF NOVEMBER, 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 5 day of November, A.D., 25.

EMILY HOWINGTON
Notary Public-State of Florida
Commission # HH 305930
My Commission Expires
August 28, 2026

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

20/20 Commercial Holdings Washington LLC, JACKSON, EDWARD S, SR

2380 DEERWOOD ACRES DR, SAINT AUGUSTINE, FL 32084, 9489 0090 0027 6675 2533 34

20/20 Commercial Holdings Washington LLC, 142 WASHINGTON ST, SAINT AUGUSTINE 32084

9489 0090 0027 6675 2533 41

on this 5 day of November, 25

EMILY HOWINGTON
Notary Public-State of Florida
Commission # HH 305930
My Commission Expires
August 28, 2026

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

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

Homestead Compliance

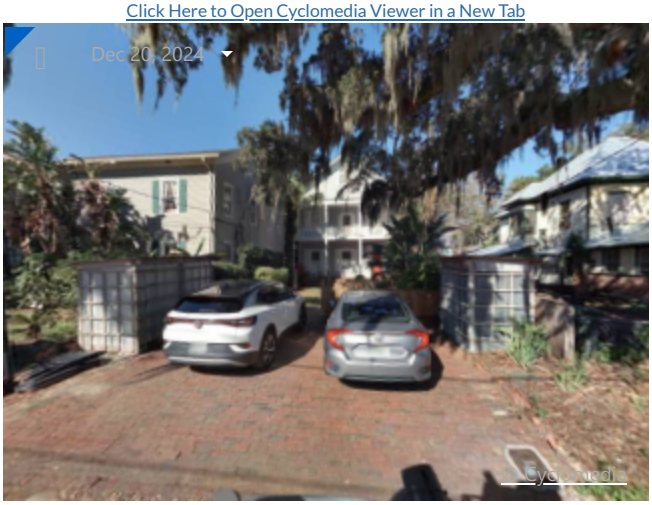
2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	2032100050
Location Address	22 DESOTO PL SAINT AUGUSTINE 32084-0000
Neighborhood	City of St. Augustine (610)
Tax Description*	CITY OF ST AUGUSTINE LOT 5 BLK46-J (EX E PT IN OR517/250) 33.5FT ON DESOTO PL OR2836/465 *The Description above is not to be used on legal documents.
Property Use Code	Single Family (0100)
Subdivision	City of St Augustine
Sec/Twp/Rng	18-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.110
Homestead	Y

Click Here to Open Cyclomedia Viewer in a New Tab



Owner Information

Owner Name	Richardson Keith 100%
Mailing Address	22 DESOTO PL SAINT AUGUSTINE, FL 32084-0000

Exemption Information

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

Sec. 8-608. - Permit required.

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

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

CODE ENFORCEMENT DIVISION
OFFICIAL NOTICE OF SPECIAL MAGISTRATE HEARING FOR FINE ASSIGNMENT

January 14, 2026

IN THE MATTER OF: Owner(s): Keith Richardson

Address: 22 DESOTO PL, Saint Augustine, FL, 32084

Case #: CE2025-0443

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

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

SITE OF VIOLATION:	22 DESOTO PL, Saint Augustine, FL, 32084
LEGAL DESCRIPTION:	CITY OF ST AUGUSTINE LOT 5 BLK46-J (EX E PT IN OR517/250) 33.5FT ON DESOTO PL OR2836/465
PARCEL NUMBER:	2032100050

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet for a **Fine Assignment Hearing** regarding your case on **February 4, 2025, at 9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street.

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

In accordance with Florida Statutes 286.0105: "If any if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based."

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

Barry Fox
Code Enforcement Manager

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

Certified Mail Number: 9489 0090 0027 6675 2517 50

cc: David Birchim, City Manager

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

BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

ORDER FINDING VIOLATION

CASE NUMBER: CE2025-0443

IN THE MATTER OF:

Keith Richardson

22 DESOTO PL, Saint Augustine, FL, 32084

(Hereinafter referred to as Respondent)

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

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

VIOLATION SITE: **22 DESOTO PL, Saint Augustine, FL, 32084**

LEGAL DESCRIPTION: **CITY OF ST AUGUSTINE LOT 5 BLK46-J (EX E PT IN OR517/250) 33.5FT ON DESOTO PL OR2836/465**

PARCEL NUMBER: **2032100050**

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. During a routine code enforcement inspection of the property, staff observed the following code violations on August 14, 2025:

A fence/Trellis was installed west end of driveway w/o required permits

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

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

4. On August 21, 2025, the Planning and Building Department sent an **"Official Notice of Violation"** to formally advise the respondent of the violation, via certified mail.

5. On September 23, 2025, the Planning and Building Department sent the respondent, via certified mail, an **"Official Notice of Special Magistrate Hearing"** and posted a copy at the property and with the City Clerk's office for the Special Magistrate Hearing for December 3, 2025.

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

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

a. ✓ In Violation.

b. _____ A Repeat Violation.

c. _____ An Irreparable / Irreversible Violation.

AND

a. _____ You are in Compliance, at the time of this hearing.

b. _____ No fine will be assigned and the case will be closed.

c. ✓ Other: See below

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

a. _____ You have until ~~days~~ Feb. 2, 2026 to become compliant or a fine of up to $250 will be imposed for each day the violation continues.

b. _____ You were in violation for _____ days, found to be compliant at this time, and the fine is set at $_____.

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

a. _____ A fine of up to $_____ Will be imposed for each day the violation continues.

b. _____ You were in violation for _____ days, found to be compliant at this time, and the fine is set at $_____.

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

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

7. RESPONDENT IS HEREBY FURTHER NOTIFIED TO REAPPEAR before the Special Magistrate for a compliance hearing on Feb. 4, 2026 at 9:00 A.M. in the Alcazar Room in City Hall. Your presence will not be necessary if this matter has been satisfactorily resolved and the code inspector has been duly notified and has acknowledged correction of the violation.

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

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

DONE AND ORDERED THIS DECEMBER 3, 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.

EMILY HOWINGTON
Notary Public-State of Florida
Commission # HH 305930
My Commission Expires
August 28, 2026

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

Richardson Keith , 22 DESOTO PL, SAINT AUGUSTINE, FL 32084

9489 0090 0027 6675 2529 17

on this 4 day of December, 25

EMILY HOWINGTON
Notary Public-State of Florida
Commission # HH 305930
My Commission Expires
August 28, 2026

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

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

Homestead Compliance

Sales Questionnaire Form

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

Sales Questionnaire

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	2096400000
Location Address	91 KINGS FERRY WAY SAINT AUGUSTINE 32084-0000
Neighborhood	Genovar Addition (627)
Tax Description*	GENOVAR ADDN CITY LOT 7 BLK C OR6030/280 *The Description above is not to be used on legal documents.
Property Use Code	Multi-Family (Less than 10 Units) (0800)
Subdivision	Genovar Addition
Sec/Twp/Rng	19-7-30
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	0.130
Homestead	N

Click Here to Open Cyclomedia Viewer in a New Tab

Owner Information

Owner Name	Sellars Susanne M 100%
Mailing Address	178 BALDWIN AVE LOCUST VALLEY, NY 11560-0000

Sec. 8-608. - Permit required.

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

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

CODE ENFORCEMENT DIVISION
OFFICIAL NOTICE OF SPECIAL MAGISTRATE
HEARING FOR FINE REDUCTION

January 14, 2026

IN THE MATTER OF:
Owner(s): The Blue Pelican of Saint Augustine LLC
Agent(s): Galletta, John Jr
Address: 91 KINGS FERRY WAY, Saint Augustine, FL, 32084
Case #: CE2024-0478

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

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

SITE OF VIOLATION: 91 KINGS FERRY WAY, Saint Augustine, FL, 32084

LEGAL DESCRIPTION: GENOVAR ADDN CITY LOT 7 BLK C
OR6030/280

PARCEL NUMBER: 2096400000

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet for a **Fine Reduction Hearing** regarding your case on **February 4, 2025, at 9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street.

This is your "Official Notice" for you or your representative to appear before the Special Magistrate to respond to your violation. The Special Magistrate will conduct a hearing, in accordance with F.S. 162.07, concerning your case and, subsequently, they will issue findings of fact and may order corrective action and compliance by a specific date. Again, we believe it is important that you be present at the meeting to address the Special Magistrate. If the violation is corrected and then reoccurs, or if the violation is corrected In accordance with Florida Statutes 286.0105: "If any if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based."

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

Barry Fox
Code Enforcement Manager

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

Certified Mail Number: 9489 0090 0027 6675 2517 36, 9489 0090 0027 6675 2517 43

cc: David Birchim, City Manager

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

RECEIVED
DEC 8 2025
Planning/Building Dept.

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

Application Fee $100.00
Receipt No. 3789817

BDAC No.
Meeting Date 2/4/26
Deadline Date

PLEASE PRINT OR TYPE

1. ACTION REQUESTED:

☐ Floodplain Variance ☐ Appeal of Staff Determination ☒ Application for Reduction of Fines or Fees

2. NAME OF APPLICANT Susanne Sellars Daytime Telephone 516-509-2033
Address 91 Kings Ferry Way City St. Augustine State FL Zip 32084

3. NAME OF PROPERTY OWNER Susanne Sellars Telephone 516-509-2033
Address 91 Kings Ferry Way City St. Augustine State FL Zip 32084

4. PROJECT STREET ADDRESS 91 Kings Ferry Way St. Augustine

5. TYPE OF CONSTRUCTION Existing Proposed

6. BUILDING USE Existing Proposed

7. REASON FOR ACTION REQUESTED:

Justification: Requesting the removal of fines due to City's negligence. Please see attached document.

Hardship: CE2024-0478

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

S. Sellars 12/4/25
SIGNATURE OF APPLICANT DATE

S. Sellars
SIGNATURE OF PROPERTY OWNER DATE

STAFF USE ONLY

1. ZONING_____
2. CURRENT USE_____
3. FLORIDA MASTER SITE FILE NUMBER_____
4. FLOOD ZONE_____ CURRENT ELEVATION_____
5. LEGAL DESCRIPTION OF PROJECT PROPERTY:

   Lot_____ Block_____

   Subdivision_____

   Parcel Number_____
6. THIS APPLICATION IS APPROVED TO GO TO THE BOARD OF ADJUSTMENTS AND APPEALS.

_____ _____

BUILDING OFFICIAL OR AUTHORIZED SIGNATURE DATE

☒ Special Magistrate

THIS APPLICATION IS ☐ DENIED ☐ APPROVED ☐ APPROVED WITH STIPULATIONS:

CE 2024-0478
Reduction of fines

_____ _____

CHAIRMAN, BOARD OF ADJUSTMENTS AND APPEALS DATE

This mistaken fine is due to the negligence on the city's part.
The incompetencies and flaws of the city's departments from lack of inter-departmental communications, lack of city to resident communication, lack of city versed in what guidelines residents should follow, lack of a competent usable resident portal, etc have yielded in an incorrect assessment of a fine on us.

This unfair / unjust fine assessment was the result of The City of St Augustine's incompetencies and archaic communication systems and portals. We are not negligent and do not deserve any fine!
We were conscientiously following the processes we were advised to follow by the City.
We are demanding for these fines to be voided and removed.
The delays in our permits being issued were NOT caused by us, the City of St Augustine's departments admitted this repeatedly to us.
The City departments admitted that there is a big disconnect and delay between the departments, and that these fines were simply a matter of process / procedures and would be removed.
These fines should be completely unconstitutional and need to be voided off from us.

This process began with us visiting the city building & permit department and speaking with Anne C about permit requirements. We were given advice and came back with the understanding of what we were/ were not allowed to do. We were told that we were allowed to change out the rotted floor boards on our porch, no permit required.
Despite our request, she would not provide anything in writing stating this.
When we were able to proceed forward with the work on the porch, we were ceased by the local Code Enforcer. We were told we needed a permit for this project.
We immediately attempted to then apply for a permit as instructed to, but were unsuccessful for many months due to the City of St Augustine's archaic online portal system. My permit applications were attempted by the dozens at each sitting. Permit requests for this project I believe started in the Spring of 2024! After at least 100 frustrating attempts from different operating systems via different computers, the application would finally successfully succeed onto the City's portal... only to be rejected in the future weeks (this happened several times) due to not being able to upload / attach the supporting documents to go along with the permit applications.
Several times I was in the building department office crying over this frustration, and was unable to receive assistance. Despite my sharing of frustrating attempts to successfully apply online and upload required documents to the city's portal, I was told repeatedly robotically that the application process could only be completed online.
I repeatedly over the course of many in person visits to this department begged them to accept my documents in hand, due to the fact that the portal would not accept them.
I would attempt to communicate, apply, and upload necessary documents to the City's site via our different home computers, via different operating systems, via our cell phones, via our friend's computers and cell phones, via the library computers, etc.
Finally and kindly, Victoria and Kaylee each at different times offered in office assistance to me with my documents in hand - allowing me to utilize your computers in office to put forth whether it was uploading documentation or another specific re-application to be made.
The permit request was finally getting processed and through communications with Mr. Fox, we were advised in good judgement to add additional items that needed repair to the same permit.
Through a tedious process including HARB as well, the permit encompassing several items of repair needed on the home was approved April 17, 2025.
HARB did want us to meet certain criteria in replacing the porch balusters (an item on our approved permit), which took me many months to achieve finding a manufacturer able willing and affordable to these HARB guidelines. I was in communication with the different city departments monthly over this, both in person (mostly), via phone calls and emails. Once I successfully achieved a true quote on black & white from a manufacturer willing to create something for me according to HARB's guidelines - I advised the building department and they said they will then physically write up the permits.
I was unaware I was being fined daily at that point.

Upon one of my requests to public works / code enforcement office regarding unrelated other items... I was advised I was being fined daily and missed a hearing.
At that point in time, I thought the hearing was for something else... not for fines I was supposedly getting imposed on. During this time, we were awaiting for the permits to be written, a roofing contractor to make a final inspection for an open roof permit we were trying to see to completion, and also awaiting other unrelated items in question with code enforcement / public works.
The post office does not always deliver my household mail successfully, therefore I have had a forwarding in place to our northern home. The mail from our St Augustine home sometimes doesn't reach us via this forwarding either.
We received a notice the evening before Thanksgiving advising us of a hearing Dec 3rd regarding the fines.
We made immediate plans to drive to St Augustine to attend the December 3rd hearing hoping to have everything cleared up in terms of the fines at least anyway, but that wasn't the case!
Instead, they assessed the fine on us during that hearing, as they claimed we were guilty of not attending a hearing (again, which I was unaware about) so therefore they enforced this unfair fine on us on that December 3rd meeting.
Everyone that knows us in each of the City's departments will attest that it is completely unlike us to ignore a hearing. We are anxious and tenacious about moving forward with our projects as we are able to, visiting the building department dozens of times throughout the years on just alone eager to be advised of how to proceed with each project, what's necessary, etc.
We are often in the City's permit / building departments for advise and followup through certain processes asking about multiple different items... how to proceed, what we are or aren't allowed to do, etc.
We would NEVER ignore a hearing.
A few times over the months, Morgan made me aware that she removed me from a hearing because "the permits are in process / granted, however just need to be written and they were awaiting that as part of the meeting", not necessarily in those words- I'm just trying to relay what I remember her saying and what we discussed. I was not made aware that the hearing(s) were regarding fines issued on us. Regardless of what the hearing(s) were for, I would have attended them had I known that I needed to attend a hearing!
I remember sharing I would be out of the country for family matters in the beginning of August so anytime but beginning of August for a meeting/hearing I would be eager to come for to have this all resolved.
Upon our next visit in StAugustine, once again as I tend to do every single month... visiting the building department to get an update on all -including why we were sent this letter advising of daily fines... we were told the first time of more to come with questions of the same... that it was nothing to worry about - a mere technicality - the City's departments don't communicate well and there was that delay writing up your permits because of the baluster design that HARB required us to complete. The city kept assuring us "once the code enforcement department gets caught up on the permits approved, the fines would be dismissed".

WE SHOULD HAVE NEVER BEEN ASSESSED THESE FINES!
There was never a 'non-compliance' on our behalf, never a non-willingness to do exactly as the city advises us to do. But rather our constant tenacity throughout the years trying to achieve a clean, safe and peaceful home.

Susanne Sellars

Jeffrey Sellars

PAYMENT SUMMARY RECEIPT

CITY OF ST. AUGUSTINE - LIVE
75 King Street

DATE: 12/08/25 CUSTOMER#:
TIME: 16:06:55
CLERK: 1596pcou

RECPT#:	3289817	PREV BAL:	100.00
TP/YR:	P/2026	AMT PAID:	100.00
BILL:	3289817	ADJSTMNT:	.00
EFF DT:	12/08/25	BAL DUE:	.00

Misc Cash Receipts

----------TOTALS----------

PRINCIPAL PAID:	100.00
INTEREST PAID:	.00
ADJUSTMENTS:	.00
DISC TAKEN:	.00
AMT TENDERED:	100.00
AMT APPLIED:	100.00
CHANGE:	.00

PAID BY: ce2024-0478 91 kings
PAYMENT METH: CASH
PAYMENT REF:

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

VA

BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

ORDER IMPOSING A FINE

CASE NUMBER: CE2024-0478

IN THE MATTER OF:

Sellars Susanne M

91 KINGS FERRY WAY, Saint Augustine, FL, 32084

(Hereinafter referred to as Respondent)

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

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

VIOLATION SITE: **91 KINGS FERRY WAY, Saint Augustine, FL, 32084**

LEGAL DESCRIPTION: **GENOVAR ADDN CITY LOT 7 BLK C OR6030/280**

PARCEL NUMBER: **2096400000**

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. During a routine code enforcement inspection of the property, staff observed the following code violations on July 20, 2024:

Working without Permit Siding, and porch.

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

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

4. On May 07, 2025, the case was found in violation and was issued an **"Order Finding Violation"** which allowed the respondent **(10)** days from the date of the Order to correct the violation by cleaning up the property according to code after which if compliance was not met a fine of up to $250 per day may be issued for each day out of compliance.

5. On August 6, 2025, the Special Magistrate issued an "Order Imposing a Fine"in the amount of $250 per day beginning May 17, 2025.

6. On November 20, 2025, the Planning and Building Department sent the respondent, via certified mail, an **"Official Notice of Special Magistrate Hearing"** and posted a copy at the property and with the City Clerk's office for the Special Magistrate Hearing for December 3, 2025.

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

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

a. ✓ In Compliance.

b. _____ Not In Compliance.

c. _____ An Irreparable / Irreversible Violation.

FINES PER VIOLATION
First Violation, Fine shall not exceed $250.00 per day FSS 162.09 (2)(a)
Repeat Violation, Fine shall not exceed $500 per day FSS 162.09(2)(a)

a. ✓ You became compliant as of Sept. 12, 2025.

b. _____ The violation remains as of _____ and the fine is set to $_____ per day until compliance is met.

c. _____ The violation remains for ____ days after the compliance period ended and the fine is set to $_____ per day for a total amount of $_____.

d. ✓ Other: $250/day, total fine $ 29,500.00
118 days per Aug. 6, 2025 order
paid within 30 days or scheduled reduction hearing.

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

e. _____ and the Fine is set at $_____.

7. RESPONDENT IS HEREBY has thirty (30) days from the date of the order to pay the fine in full.
8. In the event of a future violation of this **"Order Finding Violation,"** Respondent shall again be notified of a new hearing, at which time the Special Magistrate will review the evidence and impose the fine provided herein, or a maximum fine of $500 per day, if said violation is determined to have again occurred.

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

DONE AND ORDERED THIS 3RD OF 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.

EMILY HOWINGTON
Notary Public-State of Florida
Commission # HH 305930
My Commission Expires
August 23, 2026

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

Sellars Susanne M, 178 BALDWIN AVE, LOCUST VALLEY, NY 11560

9489 0090 0027 6675 2528 94

Sellars Susanne M, 91 KINGS FERRY WAY, SAINT AUGUSTINE 32084

9489 0090 0027 6675 2529 00

on this 4 day of December, 25

EMILY HOWINGTON
Notary Public-State of Florida
Commission # HH 305930
My Commission Expires
August 28, 2026

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

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

Homestead Compliance

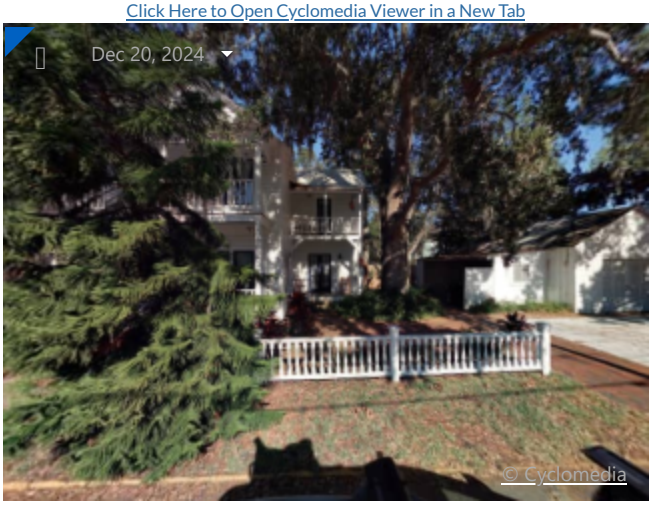
2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

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

Click Here to Open Cyclomedia Viewer in a New Tab



Owner Information

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

Map

Sec. 28-146. - Registration.

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

(1) Address of the vacation rental.

(2) Name, address, and contact information of the property owner.

(3) Name, address, and contact information of the property manager if different than the property owner.

(4) Number of rental units offered to the public for rent at this location.

(5) Number of bedrooms.

(6) Floor plan identifying the location of bedrooms, emergency exits or egress, and number and location of fire extinguishers, carbon monoxide and smoke detectors.

(7) Site plan or other document depicting approved parking spaces provided.

(8) Property owner authorization providing for inspection pursuant to section 28-147 of this Code.

(9) The zoning designation of the vacation rental to determine whether the vacation rental is monthly, weekly, or requires a submerged land lease.

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

PAYMENT SUMMARY RECEIPT

CITY OF ST. AUGUSTINE - LIVE
75 King Street

DATE: 01/21/26 CUSTOMER#:
TIME: 09:18:15
CLERK: 1596pcou

RECPT#:	3318482	PREV BAL:	100.00
TP/YR:	P/2026	AMT PAID:	100.00
BILL:	3318482	ADJSTMNT:	.00
EFF DT:	01/21/26	BAL DUE:	.00

Misc Cash Receipts

----------TOTALS----------

PRINCIPAL PAID:	100.00
INTEREST PAID:	.00
ADJUSTMENTS:	.00
DISC TAKEN:	.00
AMT TENDERED:	100.00
AMT APPLIED:	100.00
CHANGE:	.00

PAID BY: CE2025-0396 18 Locus
PAYMENT METH: CHECK
PAYMENT REF: 769

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

VA

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

Application Fee 9/00 — CE2025-0396 — BDAC No.

Receipt No. — 18 Locust St — Meeting Date 2/4/26

Deadline Date

PLEASE PRINT OR TYPE

1. ACTION REQUESTED:

☐ Floodplain Variance ☐ Appeal of Staff Determination ☑ Application for Reduction of Fines or Fees

2. NAME OF APPLICANT JEFF GUNTHER Daytime Telephone 703-599-7230

Address 112 RURITAN RD City STERLING State VA Zip 22180

3. NAME OF PROPERTY OWNER JEFF GUNTHER Telephone 703-599-7230

Address 112 RURITAN RD City STERLING State VA Zip 22180

4. PROJECT STREET ADDRESS 18 LOCUST ST. ST. AUGUSTINE

5. TYPE OF CONSTRUCTION Existing _____ Proposed _____

6. BUILDING USE Existing RENTAL Proposed _____

7. REASON FOR ACTION REQUESTED:

lgunther1@yahoo.com

Justification:

DID NOT RECEIVE ANY NOTIFICATION IN MAIL. OUR ADDRESS IS SHARED WITH MULTIPLE BUSINESSES AND ANOTHER COMPANY MUST HAVE TAKEN OUT NOTIFICATION.

Hardship:

WE CAN NOT AFFORD $250 PER DAY FINE

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

SIGNATURE OF APPLICANT — DATE

SIGNATURE OF PROPERTY OWNER — 1/8/26 DATE

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

CODE ENFORCEMENT DIVISION
OFFICIAL NOTICE OF SPECIAL MAGISTRATE HEARING FOR IMPOSING A LIEN

January 14, 2026

IN THE MATTER OF: Owner(s): Gunther Jeffrey

Address: 18 LOCUST ST, Saint Augustine, FL, 32084

Case #: CE2025-0396

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

Code Section: Chapter 28, Sec. 28-146. - Registration.

SITE OF VIOLATION:	18 LOCUST ST, Saint Augustine, FL, 32084
LEGAL DESCRIPTION:	ABBOTT TRACT CITY LOT 9 & W1/2 OF LOT 11 BLK F OR5235/1364
PARCEL NUMBER:	1951800000

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet for a **Imposing A Lien Hearing** regarding your case on **February 4, 2025, at 9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street.

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

In accordance with Florida Statutes 286.0105: "If any if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based."

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

Barry Fox
Code Enforcement Manager

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

Certified Mail Number: 9489 0090 0027 6675 2517 12, 9489 0090 0027 6675 2517 29

cc: David Birchim, City Manager

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

BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

ORDER CLOSING CASE FOR COMPLIANCE

CASE NUMBER: CE2025-0396

IN THE MATTER OF:

Gunther, Jeffrey

18 LOCUST ST, Saint Augustine, FL, 32084

(Hereinafter referred to as Respondent)

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

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

VIOLATION SITE:	**18 LOCUST ST, Saint Augustine, FL, 32084**
LEGAL DESCRIPTION:	**ABBOTT TRACT CITY LOT 9 & W1/2 OF LOT 11 BLK F OR5235/1364**
PARCEL NUMBER:	**1951800000**

THE SPECIAL MAGISTRATE HEARD TESTIMONY AND EXAMINED EVIDENCE AT A HEARING HELD ON OCTOBER 1, 2025, AND, BASED ON THE EVIDENCE, HAS ADJUDGED AS FOLLOWS:
FINDINGS OF FACT AND CONCLUSIONS OF LAW

ORDER

THIS MATTER having come to be heard before the Special Magistrate of the City of St. Augustine on October 1, 2025.
And the Magistrate, being fully advised in the premises, hereby finds:

- That the property referenced herein came into compliance as of September 08, 2025, with the Code of the City of St. Augustine, Florida.
- Respondent did not appear.

THEREFORE, it is hereby ordered that the case is closed for compliance. on Sept. 8, assesing fines of $7,500.00

DONE AND ORDERED at a public hearing on the 1ST OF OCTOBER, 2025, in the Alcazar Room, 75 King Street, St. Augustine, Florida.

Stephanie Vela, 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, and Stephanie Velos, who is personally known to me who is the person described in and who executed the foregoing instrument and acknowledged before me that she executed the same for the purposes therein expressed.

Witness my hand and official seal, this 1 day of October, A.D., 25.

Notary Public, State of Florida

EMILY HOWINGTON
Notary Public-State of Florida
Commission # HH 305930
My Commission Expires
August 28, 2026

BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

CERTIFICATE OF SERVICE

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

Gunther Jeffrey, 112 RURITAN RD, STERLING, VA 20164

9489 0090 0027 6675 2537 85

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

9489 0090 0027 6675 2537 92

on this 1 day of October, 25

EMILY HOWINGTON
Notary Public-State of Florida
Commission # HH 305930
My Commission Expires
August 28, 2026

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

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

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	2067700000
Location Address	78 SANFORD ST SAINT AUGUSTINE 32084-0000
Neighborhood	Dumas Tract with part City St Aug (622)
Tax Description*	DUMAS TRACT CITY LOT 8 & N'LY 15FT OF LOT 9 BLK B OR5448/1813 *The Description above is not to be used on legal documents.
Property Use Code	Single Family (0100)
Subdivision	Dumas Tract
Sec/Twp/Rng	19-7-30
District	City of St Augustine (District 452)
Millage Rate	18.72
Acreage	0.170
Homestead	Y

Click Here to Open Cyclomedia Viewer in a New Tab

Owner Information

Owner Name	Jensen Annie Et AL 100% Holland Brandy 100%
Mailing Address	78 SANFORD ST SAINT AUGUSTINE, FL 32084-0000

Exemption Information

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

Skip to main content

St. Johns County, FL

Sec. 8-608. - Permit required.

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

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

CODE ENFORCEMENT DIVISION
OFFICIAL NOTICE OF SPECIAL MAGISTRATE HEARING FOR IMPOSING A LIEN

January 14, 2026

IN THE MATTER OF: Owner(s): Jensen Annie Et AL
Holland, Brandy

Address: 78 SANFORD ST, Saint Augustine, FL, 32084

Case #: CE2024-0441

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

Code Section: Chapter 8, Section 608, Permits required.

SITE OF VIOLATION: 78 SANFORD ST, Saint Augustine, FL, 32084

LEGAL DESCRIPTION: DUMAS TRACT CITY LOT 8 & N'LY 15FT OF LOT 9 BLK B OR5448/1813

PARCEL NUMBER: 2067700000

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet for a **Imposing A Lien Hearing** regarding your case on **February 4, 2026, at 9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street.

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

In accordance with Florida Statutes 286.0105: "If any if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based."

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

Barry Fox
Code Enforcement Manager

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

Certified Mail Number: 9489 0090 0027 6675 2516 99, 9489 0090 0027 6675 2517 05

cc: David Birchim, City Manager

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

BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

ORDER IMPOSING A FINE

CASE NUMBER: CE2024-0441

IN THE MATTER OF:

Jensen Annie Et AL
Holland, Brandy

78 SANFORD ST, Saint Augustine, FL, 32084

(Hereinafter referred to as Respondent)

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

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

VIOLATION SITE: **78 SANFORD ST, Saint Augustine, FL, 32084**

LEGAL DESCRIPTION: **DUMAS TRACT CITY LOT 9 & N'LY 15FT OF LOT 9 BLK B OR5448/1813**

PARCEL NUMBER: **2067700000**

THE SPECIAL MAGISTRATE HEARD TESTIMONY AND EXAMINED EVIDENCE AT A HEARING HELD ON AUGUST 6, 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 August 6, 2025, in accordance with Chapter 162 F.S.

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

2. During a routine code enforcement inspection of the property, staff observed the following code violations on June 28, 2024:

A new masonry wall containing hardwired fixtures was installed on the front of the property without obtaining permits.

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

City Code, Chapter 8, Section 608
Permits required.

4. On November 6, 2024, the case was found in violation and was issued an **"Order Finding Violation"** which allowed the respondent **(2)** days from the date of the Order to correct the violation by initiating a permit, after which if compliance was not met a fine of up to $250 per day may be issued for each day out of compliance.

5. On December 4, 2024, the Special Magistrate issued an "Order Imposing a Fine" which stated "Respondent/representative must obtain a proper & complete permit within 60 days (2/4/25), otherwise a fine up to $250/day will be imposed."

6. July 14, 2025, the Planning and B uilding Department sent the respondent, via certified mail, an **"Official Notice of Special Magistrate Hearing"** and posted a copy at the property and with the City Clerk's office for the Special Magistrate Hearing for August 6, 2025.

7. **O n August 6, 2025, the Special Magistrate heard the testimony and examined the evidence of this case and issued the following order:**

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

a. _____ In Compliance.

b. ✓ Not In Compliance.

c. _____ An Irreparable / Irreversible Violation.

FINES PER VIOLATION

First Violation, Fine shall not exceed $250.00 per day FSS 162.09 (2)(a)
Repeat Violation, Fine shall not exceed $500 per day FSS 162.09(2)(a)

a. _____ You became compliant as of _____.

b. ✓ The violation remains as of today (08/06/25) and the fine is set to $ 250 per day until compliance is met.

c. _____ The violation remains for ____ days after the compliance period ended and the fine is set to $250 per day for a total amount of $_____.

d. ✓ Other: beginning 08/06/25

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

e. _____ and the Fine is set at $_____.

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

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

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

DONE AND ORDERED THIS 6TH OF AUGUST, 2025. In open session at the Alcazar Room, 75 King Street, St. Augustine, Florida.

Gretchen Vose, 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 Vose, who is personally known to me who is the person described in and who executed the foregoing instrument and acknowledged before me that she executed the same for the purposes therein expressed.

Witness my hand and official seal, this 16th day of August, A.D., 2025

ELYSE WIEMANN
Commission # HH 631401
Expires May 19, 2029

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

Jensen Annie Et AL 78 SANFORD ST, SAINT AUGUSTINE, FL 32084

9489 0090 0027 6675 2555 81

Holland Brandy 78 SANFORD ST, SAINT AUGUSTINE, FL 32084

9489 0090 0027 6675 2555 98

on this 7 day of August, 25

EMILY HOWINGTON
Notary Public-State of Florida
Commission # HH 305930
My Commission Expires
August 28, 2026