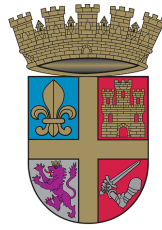


**\*CORRECTED\***



CITY OF  
**ST AUGUSTINE**  
EST. 1565

**CITY OF ST. AUGUSTINE PLANNING AND ZONING BOARD  
TUESDAY, MARCH 3, 2026 - 1:00 PM  
ALCAZAR ROOM**

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1. Roll Call
2. General Public Comments for Items Not on the Agenda
3. Approval of Minutes
  - a) January 6, 2026 Regular Meeting Minutes
4. Modification and Approval of Agenda
5. Variance
  - a) PZB2026-0007                      Jeff Sapp - Applicant & Owner  
[50 Florida Ave](#)  
To approve a variance to the side and rear yard setback requirement.
  - b) PZB2026-0012                      James G. Whitehouse, Esq. - Applicant  
c/o St. Johns Law Group  
Elliott Pacetti and Wanda Wicker - Owner  
[24 Macaris St](#)  
To approve a variance to the rear yard setback requirement.
  - c) PZB2026-0014                      Donald Webb - Applicant  
c/o Flamingo Coffee  
Bruce Maguire - Owner  
[322 Anastasia Blvd](#)  
To approve a variance to reduce the required off-street parking.
  - d) PZB2026-0015                      Paul Huijing - Applicant & Owner  
[445 Ocean Vista Ave](#)  
To approve a variance request to the maximum height allowance.
  - e) PZB2026-0016                      Shane J. Johnston - Applicant  
c/o Generation Homes, LLC  
Elizabeth Sadow - Owner  
[31 Hybiscus Ave](#)  
To approve a variance to the side yard setback requirement.

6. Conservation Overlay Zone Development

- a) PZB2026-0009 Thomas Stafford - Applicant & Owner  
[354 Five Island Dr](#)  
To approve the modification of an existing dock within Conservation Overlay Zones 1 & 2.
- b) PZB2026-0010 Frederic Depuydt - Applicant  
c/o Atlantic Property Builders LLC  
Integrated Property Holdings Inc - Owner  
[E Park Ave / PID #152400-2020](#)  
To approve the removal of significant trees within Conservation Overlay Zone 3.

7. Land Use Plan Amendment & Rezoning

- a) PZB2026-0013 Huyen Le - Applicant & Owner  
[19 E San Carlos Ave / PID #191730-0000](#)  
To recommend a future land use plan map amendment to change the future land use from Residential Low Density to Commercial Medium Intensity and a compatible rezoning from Residential Single Family-One (RS-1) to Commercial Medium-Two (CM-2).

8. Other Business

- a) Updates regarding the evaluation of the City's Comprehensive Plan.

9. Adjournment

**Notices:** In accordance with Florida Statute 286.0105: "If any person decides to appeal any decision made by the Planning and Zoning 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 or 1-800-955-8771 (TDD).

*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 markets.*

# CITY OF ST. AUGUSTINE

## Planning and Zoning Board Regular Meeting January 6, 2026

The Planning and Zoning Board met in formal session Tuesday, January 6, 2026, at 1:00 p.m. in the Alcazar Room at City Hall. The meeting was called to order by Ashleigh Barnes, Chairperson and the following were present:

**1. Roll Call:** Ashleigh Barnes, Chairperson  
Susan Johns, Vice - Chairperson  
Charles Pappas  
Mike Davis  
Carl Blow  
Jan Kelly  
Christina Tucker

City Staff: Amy Skinner, Director, Planning & Building Department  
Sarah Daugherty, Senior Planner  
Isabelle Lopez, City Attorney  
Michele Fudo, Recording Secretary

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### **2. General Public hearings for Items Not on the Agenda**

BJ Kalaidi had a concern across the street from 33 Davis in the west King area. She said that construction had been allowed and the canopy was gone. She asked for a review of the activities at that address.

John Veetro spoke about the Nights of Lights and parking in the Davis Shores area. He said that google had information advising visitors to park in the Davis Shores area and walk across the bridge. He was concerned that the city had posted information about the additional parking in the area.

Ms. Lopez advised that there was a city commission meeting on Monday January 12 at 5:00 pm and he could come and speak there or contact Reuben Franklin as he would like to have the feedback. She said that the city did not post on google any information about parking in the Davis Shores area.

### **3. Approval of Minutes**

### **MOTION**

**Mr. Blow MOVED to APPROVE October 7, and November 4, 2025 minutes as presented. The motion was SECONDED by Mr. Pappas and PASSED BY UNANIMOUS VOICE VOTE.**

### **4. Modification and Approval of Agenda**

Item 6.a. requested a continuance to the February 3, 2026 Planning and Zoning Board meeting.

Item 5.c. 500 Anastasia had a change in the variance request. The variance request had been modified to include only the maximum building placement.

### **MOTION**

**Mr. Pappas MOVED to APPROVE the Agenda with the stated modifications including PZB2025-0072 would be continued to February 3, 2026. The motion was SECONDED by Mr. Davis and PASSED BY UNANIMOUS VOICE VOTE.**

**5. Variance**

**5. (a) PZB2025- 0097– Jamie Pantling – Applicant & Owner  
81 Coquina Avenue**

**To approve a variance request to the side yard setback requirement.**

Ms. Daugherty read the staff report and said based on a review of Sec. 28-29 staff finds that the Board can CONTINUE until the applicant has explored other locations that may reduce the encroachment into setbacks, DENY as variance criteria is not met, or APPROVE as variance criteria is met for the variance request to the side yard setback at 81 Coquina Avenue / PID 221410-0000.

Jamie Pantling reviewed the application.

The Board presented their Ex Parte Communication.

11 certified notices were sent, 0 were returned in favor, 1 was returned opposed and 0 had comments.

Public hearing was opened; however, there was no response.

The Board discussed:

- There was no survey prior to construction
- The placement was measured from an existing stake on the property
- The shed was a fully wood, fully framed 150 square feet on pilings
- This structure would not be easy to move
- This was the second after-the-fact application for this applicant
- Two inches was a minor amount
- There had been no response from neighbors that would have been most affected
- The criteria were not met, there did not seem to be a singular disadvantage
- An accessory structure for nonresidential use was allowed to be within three feet of the setback

- The placement of the shed appeared to have been somewhat careless
- Concerned with the integrity of the code
- Concerned about the variance as it stays with the land in perpetuity
- Because the plats had been done in the 1800's, there were a lot of disagreements on where corners exist
- Had the surveyor made the mistake it would be easier to approve
- The owner did not create the problem as there had been metal stakes placed previously
- The variance could be crafted for the shed only by specifying that this was for an accessory structure only, related to this application
- The three-foot setback was limited to nonresidential accessory structures
- Clarified the distance of the variance

**MOTION**

**Mr. Blow MOVED to APPROVE application PZB2025-0097 based on the fact that the variance only applied to the storage shed related to the use of the dock and nothing else. The motion was SECONDED by Mr. Pappas.**

**VOTE ON MOTION:**

**AYES: Blow, Pappas, Kelly, Davis, Tucker, Johns**

**NAYES: Barnes**

**MOTION CARRIED 6/1**

**5. (b) PZB2025-0098 – Ellen Avery-Smith c/o Rogers Towers, P.A. – Applicant  
Mark M Arnold Living Trust of 7-17-2007 – Owner**

**109 Washington Street**

**To approve a variance request to the side yard setback requirement.**

Ms. Daugherty read the staff report and said based on a review of Sec. 28-29 staff finds that the Board may APPROVE the variance request to reduce the side yard setback from 4.7 feet to 2.8 feet at 109 Washington Street / PID 200060-0000.

Ellen Avery-Smith and Mike Koppenhafer reviewed the application.

The Board presented their Ex Parte Communication.

15 certified notices were sent, 1 was returned in favor, 0 returned opposed and 0 had comments.

Public hearing was opened; however, there was no response.

The Board discussed:

- This house was built in the 1920's prior to any codes being in place
- This application was typical of others that had been heard when a home was quite old and existed prior to codes
- This application appeared to meet the four criteria
- Confirmed that the front deck would be extended approximately four to five feet
- The singular disadvantage was the fact that it was constructed prior to codes
- This was a non-conforming lot

**MOTION**

**Ms. Tucker MOVED to APPROVE application PZB2025-0098 to approve a variance request to the side yard setback requirement as it met the four criteria and was a non-conforming lot, the condition existed already, the disadvantage did not exist because of the owner, and there would be no adverse effect in the neighborhood.. The motion was SECONDED by Mr. Pappas.**

**VOTE ON MOTION:**

**AYES: Tucker, Pappas, Kelly, Davis, Blow, Johns, Barnes**

**NAYES: NONE**

**MOTION CARRIED UNANIMOUSLY**

**5. (c) PZB2025-0100 – Gulfstream Design Group LLC – Applicant  
City of St. Augustine – Owner**

**500 Anastasia Boulevard**

**To approve a variance request to the maximum building placement and minimum building frontage per the Anastasia Entry Corridor Design Standards.**

Ms. Skinner advised the variance request for the minimum building frontage would not be heard as it was determined not necessary.

Ms. Daugherty read the staff report and said based on a review of Sec. 28-29 staff finds that the Board may APPROVE the variance request to the maximum building placement per the Anastasia Entry Corridor Design Standards at 500 Anastasia Boulevard / PID 218570-0000.

Christina Evans reviewed the application.

The Board presented their Ex Parte Communication.

29 certified notices were sent, 0 were returned in favor, 0 returned opposed and 0 had comments.

Public hearing was opened.

Roger White said that the neighborhood had been waiting for this project for over a decade and understood the need for the variance.

Stephen Foss lived very close to the proposed fire station and felt that this compounded the problems with property values and was opposed to having the fire station at this location.

Ms. Evans provided her rebuttal, including an explanation of the proposed drainage system that would be installed on the property.

Public hearing was closed.

The Board discussed:

- This was not the first location choice; however, the state did not approve the previously selected site.
- Confirmed the zoning to be CL-2 and would allow for a restaurant or bar
- The four criteria were met
- The proposed storm water retention system should be able to handle typical rainwater
- There would be an extensive review of the drainage by the state
- Twelve feet was the proposed elevation for the fire station

#### MOTION

**Mr. Davis MOVED to APPROVE application PZB2025-0100 on the grounds that the four requirements were met, the lots were designed in the 1920's prior to current setbacks, with the justification that the station would meet the setbacks and the required elevation for flooding. The motion was SECONDED by Mr. Pappas.**

#### **VOTE ON MOTION:**

**AYES: Davis, Pappas, Kelly, Blow, Tucker, Johns, Barnes**

**NAYES: NONE**

**MOTION CARRIED UNANIMOUSLY**

#### **6. Use by Exception**

**6. (a) PZB2025-0072 – Luis Garcia – Applicant**

**Leland Company's LLC – Owner**

**241 San Marco Avenue**

**Continued from the October 7, 2025 Regular Meeting**

**To approve a use by exception for a business that offers for sale new or used automobiles, trucks, boats and tractors.**

This item was continued to the February 3, 2026 meeting at the applicant's request. See item four.

#### **7. Use by Exception, Variance and Conservation Overlay Zone Development**

**7. (a) PZB2025-0086 – Dave Urena c/o KPM Franklin – Applicant**  
**Cd St. Augustine Gas LLC – Owner**  
**San Sebastian Vw / PID 073581-0040**

**Continued from the December 2, 2025 Regular Meeting**

**To approve a use by exception for a self-storage facility, a variance to the off-street parking requirements, and conservation overlay zone 3 development for the removal of significant trees and tree canopy.**

Ms. Daugherty read the staff report and said based on a review of Sec.28-29 staff finds that the Board may APPROVE as exception criteria is met for the self-storage use by exception request at San Sebastian View / PID 073581-0040.

Based on a review of Sec. 28-29 staff finds that the Board may CONTINUE until the applicant has provided additional information meeting the variance criteria, DENY as variance criteria is not met, or APPROVE as variance criteria is met for the variance request to the minimum number of required off-street automobile parking spaces at San Sabastian View / PID 073581-0040

Review of Sec. 11-29 is the responsibility of the PZB for the proposed development within Conservation Overlay Zone 3. This application includes requests to remove significant trees and tree canopy for the property at San Sebastian View / PID 073581-0040.

Robbie Moon and James Whitehouse reviewed the application.

The Board presented their Ex Parte Communication.

Public hearing was opened.

BJ Kalaidi asked the board to go into the details of this application. She asked where the off-street parking would be. She felt that the tree canopy should be left in place. She

confirmed that the physical address for the location was 120 San Sebastian View.

Mr. Whitehouse provided his rebuttal.

Public hearing was closed.

The Board discussed

- Agreed that there were a number of self-storage units in the area and did not think that there was a need for a new one
- The type of on-site restaurant had not yet been determined

Mr. Davis advised the board that the application should be continued until the city had an opportunity to conduct their own study regarding the need for an additional storage facility.

- Did not have an issue with the parking variance
- Felt that there should be more on-site parking because of the addition of a restaurant to the site
- Would like to have more large trees preserved on site
- Confirmed that one hundred and thirty trees would be removed from the property
- The tree mitigation needed to be verified
- The layout of a quick service restaurant was odd and possibly would not get permitted as it was proposed
- The dumpster location was problematic
- The information provided for tree removal and mitigation was not clear
- Parking may have been reduced too much in this plan, this facility would have six hundred units
- Confirmed the property was under contract contingent on the approval of this application
- The exception would have to be stated specifically for this application. There were certain requirements for certain business uses

- Any restaurant would have to meet the requirements of the land development code
- Current code for mini warehouse self-storage was one parking space for every ten storage units
- Advised the board that the application could be partially approved and partially denied
- The expert report provided in the packet only addressed the economic feasibility of the business and did not address the items contained in the criteria
- Confirmed that three significant trees would be removed and eighteen would be saved
- Could not approve the reduction in the on-site parking
- Using underground drainage would allow for additional parking because there would be no need for a retention pond
- There should be a study of what the parking should be on the site
- If the space on the lot was not maximized, trees would be saved
- Needed to confirm the numbers of units in the building to be able to determine the parking requirements
- Any disagreement with a provided study was not a valid reason to deny the application
- Evidence in the studies would have to connect to the code criteria to be valid
- Any study could be used to support any application; however, the evidence had to be competent to relate to the code
- The zoning adjacent to this property was CM-2

#### **MOTION**

**Ms. Barnes MOVED to CONTINUE application PZB2025-0086 to the February 3, 2026 meeting. The motion was SECONDED by Ms. Tucker.**

#### **VOTE ON MOTION:**

**AYES: Barnes, Tucker, Kelly, Davis, Blow, Pappas, Johns**

**NAYES: NONE**

**MOTION CARRIED UNANIMOUSLY**

**8. Other Business**

**8.(a) Information and Discussion related to Planning items for 2026**

Ms. Skinner provided an update to the board in reference to the Comprehensive Plan. She advised the new board members that she was available to meet with them to discuss these projects in more detail. She told the board that she would work with them to set a schedule for any special meetings if necessary and there was consensus to do so. She confirmed with the board that she would be able to simplify the parking plan and then submit it to the city commission.

Ms. Lopez provided a legislative update.

**9. Adjournment**

Having no further business, Ms. Tucker adjourned the meeting at 3:56 P.M.<sup>1</sup>

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Ashleigh Barnes, Chairperson

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<sup>1</sup> Transcribed by Michele Fudo



# Planning and Zoning Board

Planning Division Staff Report  
 Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
March 3, 2026	5.a.	PZB2026-0007
Request	Address	Parcel ID
Variance	50 Florida Avenue	<a href="#">109260-0010</a>

## Site & Background Information

**Applicant & Owner:** Jeff Sapp

**Property Class:**  
 (St. Johns County  
 Property Appraiser) 0100 – Single Family

**Future Land Use  
 Designation:** Residential Low Density

**Zoning Designation:** [Residential Single-Family-Two: RS-2](#)

**Acreage:** 0.18

**Neighborhood:** Ravenswood

**Archaeological Zone:** N/A

## Request Summary

This application is a VARIANCE request to reduce the side yard setback from ten feet to 6.2 feet and the rear yard setback from ten feet to 6.2 feet in the Residential Single Family-Two (RS-2) zoning designation at 50 Florida Ave.

The approval of this request would allow a change of use from a nonresidential accessory structure to a residential accessory structure. **The applicant is requesting the use of an accessory dwelling unit. The current zoning of RS-2 does not allow accessory dwelling units but would allow a guest house.**

## Permit History

PR2021-1489	CityView Case: New Single-Family Dwelling
BP2022-0307	BP_GAS
PZB2026-0007	Planning and Zoning Board

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

### Sec. 28-2. – Definitions. [\[LINK TO SECTION\]](#)

*Dwelling unit* means a building or portion thereof which contains living facilities, including provisions for sleeping, eating, cooking and sanitation, for not more than one (1) family. A mobile home is not to be considered as a permanent single-family dwelling.

*Guest house* means an attached or detached structure intended to be used by a guest for sleeping and sanitation purposes but not for cooking. A guest house is not a dwelling unit and is a maximum of five hundred (500) total square feet of gross floor area.

*Variance* means relaxation of the terms of this chapter where such variance will not be contrary to the public interest and where, owing to conditions peculiar to the property and not the result of the actions of the applicant, a literal enforcement of this chapter would result in unnecessary and undue hardship on the land. As used in this chapter, a variance is authorized only for height, area and size of structure or sides of yards and open spaces. Establishment or expansion of uses otherwise prohibited shall not be allowed by variance, nor shall a variance be granted because of the presence of nonconformities in the zoning district or uses in an adjoining zoning district. A modification to lot requirements so as to increase the permitted density of multifamily dwellings shall not be considered a variance and is specifically prohibited.

*Yard* means a required open space other than a court unoccupied and unobstructed by any structure or portion of a structure from thirty (30) inches above the general ground level of the graded lot upward; provided, however, that fences, walls, poles, posts and other customary yard accessories, ornaments and furniture may be permitted in any yard subject to height limitations and requirements limiting obstruction of visibility.

*Yard, rear*, means a yard extending across the rear of the lot between inner side yard lines. In the case of through lots and corner lots, there will be no rear yards, but only front and side yards. Depth of a required rear yard shall be measured in such a manner that the yard established is a strip of the minimum width required by district regulations, with its inner edge parallel with the rear lot line.

*Yard, side*, means a yard extending from the rear line of the required front yard to the rear lot line, or in the absence of any clearly defined rear lot line, to the point on the side lot line involved which is farthest from the intersection of such line with the public street. In the case of through lots, side yards shall extend from the rear lines of front yards required. In the case of corner lots, yards remaining after front yards have established on both frontages shall be considered side yards. Width of a required side yard shall be measured in such a manner that the yard established is a strip of the minimum width required by district regulations with its inner edge parallel with the side lot line.

	<b>RS-2</b>	<b>50 Florida Ave.</b>
Lot coverage	Maximum of Thirty (30) percent	15.4%
Front yard setback	Minimum of fifteen (15) feet	Fifteen feet
Side yard(s) setback	Minimum of ten (10) feet	6.2 feet
Rear yard setback	Minimum of ten (10) feet	6.2 feet

## Variance Criteria

Based on Sec. 28-29(b)(1) of the City's Code [[LINK TO SECTION](#)], the Planning and Zoning Board may grant a variance only under circumstances where practical difficulty or unnecessary hardship is so substantial, serious and compelling that relaxation of the general restrictions should be granted. No variance shall be granted unless the applicant shall show and the board shall find that:

**The owner states in their application the structure was started when he owned both adjacent lots of 52 and 50 Florida Ave. When he sold the northern portion now 52 Florida Avenue, the applicant stated the structure was within the side and rear setbacks.**

**Staff notes the accessory structure in question does not appear on the site plan for the single-family home for 50 Florida Avenue approved September 15, 2021. There is not a permit on record for the accessory structure. The applicant is requesting the use of an accessory as a dwelling unit. The current zoning of RS-2 does not allow accessory dwelling units but would allow a guest house (see definitions above).**

- a. The particular property, because of size, shape, topography or other physical conditions, suffers singular disadvantage through the operation of this section, which disadvantage does not apply to other properties in the vicinity; and  
**The applicant has not identified a singular disadvantage.**
- b. Because of this disadvantage, the owner is unable to make reasonable use of the affected property; and  
**The applicant states that they do not lose reasonable use of the property.**
- c. This disadvantage does not exist because of conditions created by the owner or applicant; and  
**The applicant states they did not create the condition.**
- d. Grant of the variance will not be contrary to the public interest; will not adversely affect other property in the vicinity; and will be in harmony with the spirit, intent and purpose of this section.  
**The applicant states the request will not be contrary to the public interest.**

Based on a review of Sec. 28-29 staff find that the Board can **CONTINUE** until the applicant identifies how they meet the four variance criteria, **DENY** as variance criteria is not met, or **APPROVE** as variance criteria is met for a variance request to reduce the side and rear yard setback.

## Attachments

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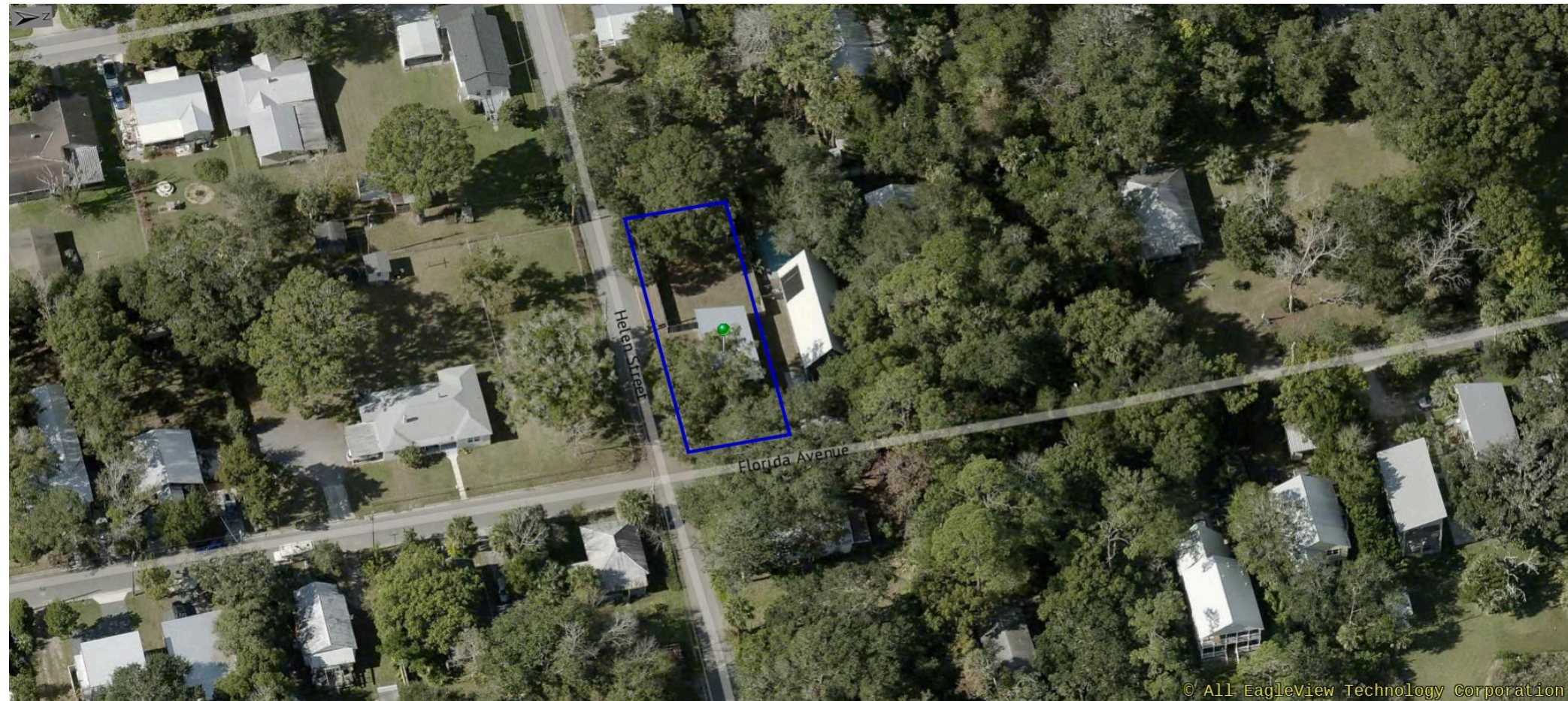
1. Site Maps & Photos
2. Application
3. St. Johns County Property Appraiser Report
4. Site Plan

### Staff Report prepared by:

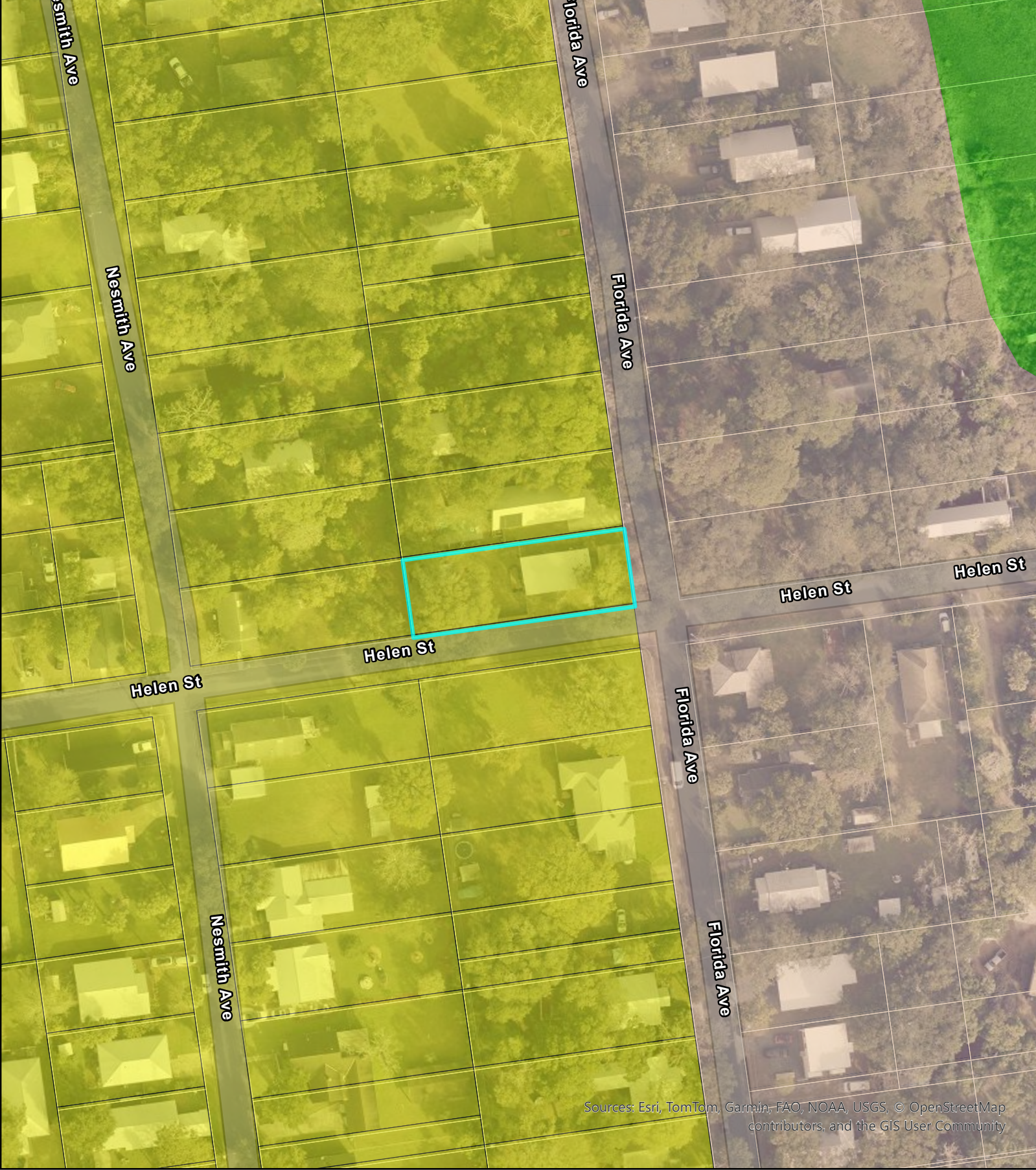
Sarah Daugherty  
Planning Manager  
Planning and Building Department

**Attachment 1:  
Site Maps  
and Photos**

# 50 Florida Ave.



12/13/2025



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

# Zoning Map

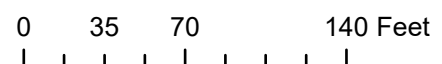
## City of St. Augustine

50 Florida Ave.

### Legend

- Residential Single-Family-Two (RS-2)
- Residential General-One (RG-1)
- Open Land (OL)

Scale: 1:1,000





Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

# Future Land Use

## City of St. Augustine

50 Florida Ave.

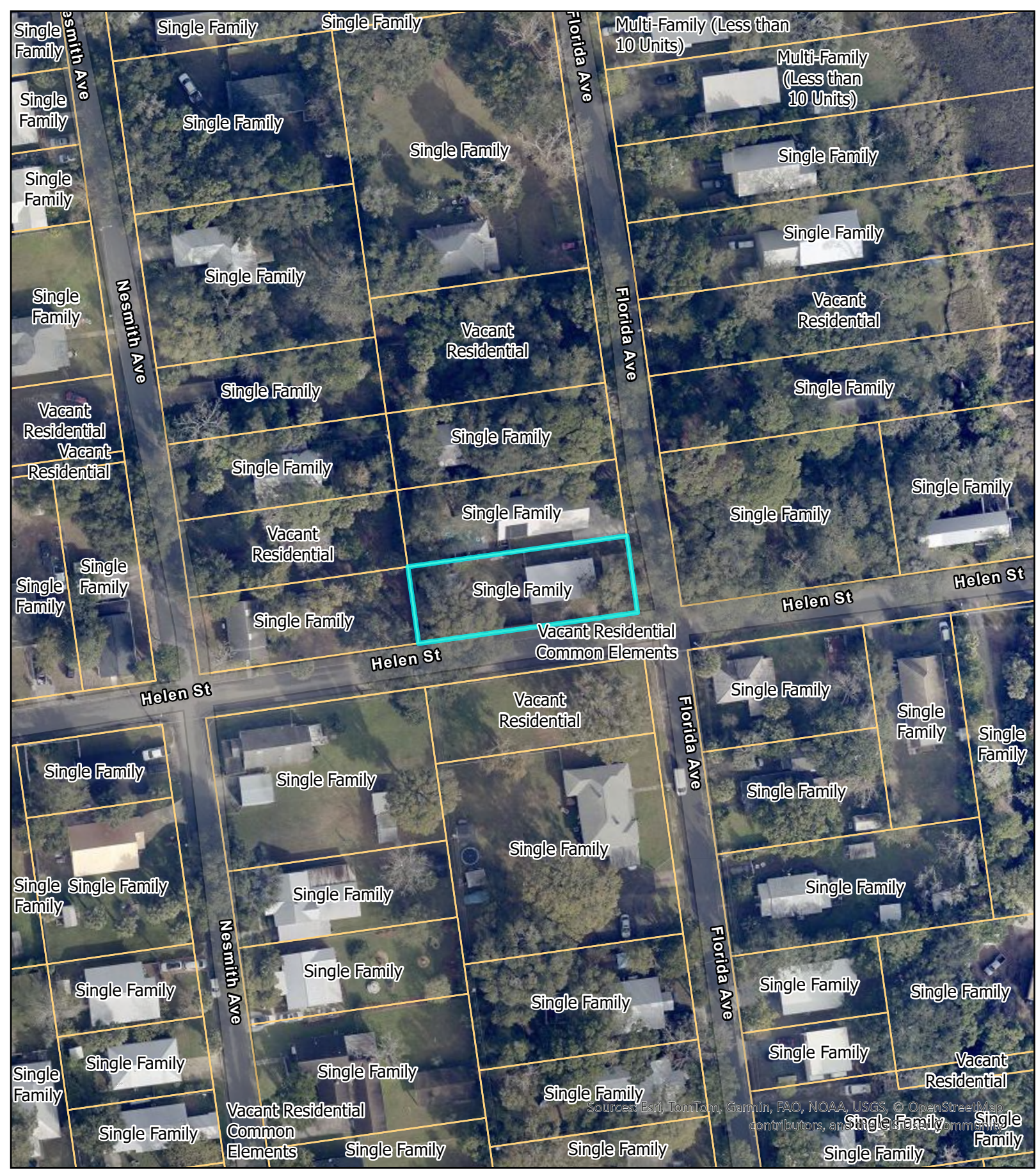
### Legend

- Open Land
- Residential Low Density
- Residential Medium Density

Scale: 1:1,000



0 30 60 120 Feet



**St Johns County Property Appraiser**  
**Use Classification**  
**City of St. Augustine**  
 50 Florida Ave.

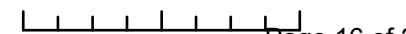
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 ParcelInfo













Scale: 1:1,000

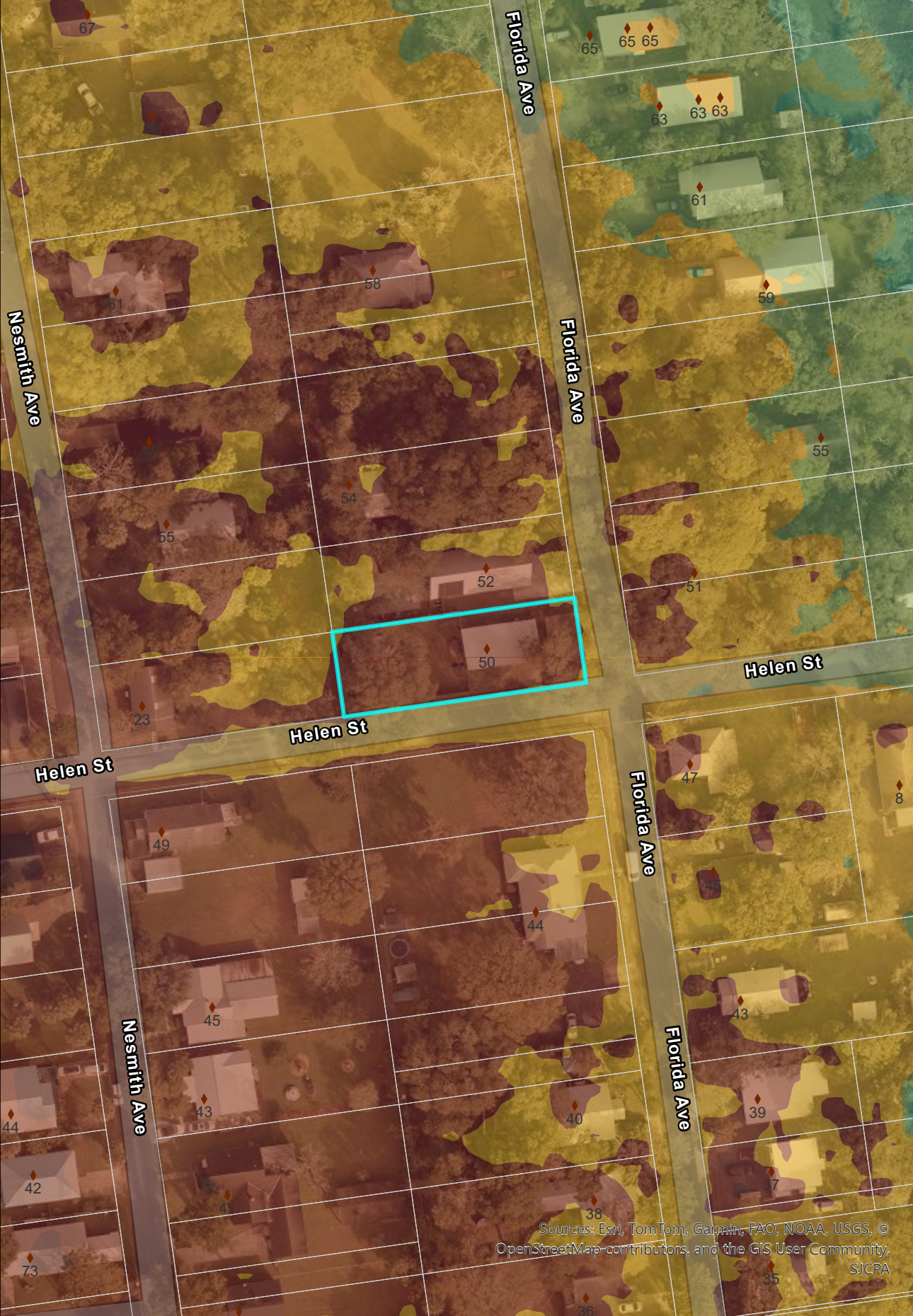


0 30 60 120 Feet



### Legend

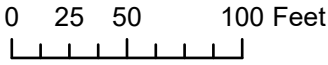
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-  SJCParcels
- DEM2018
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  -  4 to 6
  -  6 to 8
  -  8 to 10
  -  10 to 15
  -  15 to 25
  -  25 to 50
  -  50 to 155



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, ©  
OpenStreetMap-contributors, and the GIS User Community,  
SJCPA



Digital Elevation Model DEM 2018  
City of St. Augustine  
50 Florida Ave.  
Source: 2018 FDEM LiDAR Project



Scale: 1:1,000



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, SICPA

# FEMA Flood Zones

## City of St. Augustine

50 Florida Ave.

### Legend

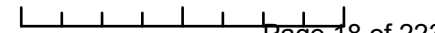
Flood Zone

AE

Scale: 1:1,000



0 35 70 140 Feet



# **Attachment 2: Application**



**CITY OF ST AUGUSTINE  
APPLICATION TO PLANNING AND ZONING BOARD**

Application Fee: \_\_\_\_\_ (plus advertising costs)      Project Number: \_\_\_\_\_  
 Receipt Number: \_\_\_\_\_      Meeting Date: \_\_\_\_\_  
 Advertising Costs: \$ \_\_\_\_\_      Paid On: \_\_\_\_\_      Receipt Number: \_\_\_\_\_

1. NAME OF APPLICANT: Jeff Sapp      Contact Number: 904 392-0613

Business (if applicable): \_\_\_\_\_

Address: 50 Florida Ave      City: St. Aug      State: FL      Zip: 32084

E-Mail Address: jeffdsapp@aol.com

2. NAME OF PROPERTY OWNER: Jeff Sapp      Contact Number: 904 3920613

Business (if applicable): \_\_\_\_\_

Address: 50 FLORIDA AVE      City: St. Aug      State: FL      Zip: 32084

E-Mail Address: jeffdsapp@aol.com

3. LEGAL DESCRIPTION OF PROJECT PROPERTY:

Lot: 1      Block: 36

Subdivision: Ravenswood      Parcel Number: DR5768/1624

4. PROJECT STREET ADDRESS: 50 FLORIDA AVE

5. SPECIFIC PROPOSED USE: Accessory Dwelling

6. ACTION REQUESTED:

- Conservation Zone Development       Appeal of Staff Determination
- Exception       Land Use Plan Amendment
- Variance       Rezoning
- Other: \_\_\_\_\_

7. DESCRIPTION OF ACTION REQUESTED: Variance on the setbacks FOR A STUDIO converted to Accessory Dwelling

8. JUSTIFICATION FOR ACTION REQUESTED: the structure was started when I owned 50 and 52 FLORIDA AVE then sold 52 and when it was split the setbacks for the structure was a little off

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

(a) Does the property because of size, shape, topography or other physical conditions, suffer singular disadvantage, which disadvantage does not apply to other properties in the vicinity: NO

(b) Can you establish that this disadvantage causes the owner to be unable to make reasonable use of the affected property: NO

(c) Can you establish that this disadvantage does not exist because of conditions created by the owner or applicant: NO

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

10. PREVIOUS APPPLICATIONS:

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

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

11. AGREEMENT:

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

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

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

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

[Signature]  
Signature of Applicant

1-14-26  
Date

[Signature]  
Signature of Property Owner

1-14-26  
Date



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

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

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

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

Jeff Sapp

Print name of applicant

J. Sapp

Signature of applicant

1-14-26

Date

# PZB APPLICATION FEE SCHEDULE

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

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

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

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

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

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

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

Project Address: 50 Florida Ave

Applicant's Name: Jeff Spp Applicant's Signature: [Signature]

Owner's Name: Jeff Spp Owner's Signature: [Signature]

**Attachment 3:  
St. Johns County  
Property Appraiser  
Report**

# St. Johns County, FL

## Apply for Exemptions

Apply for Exemptions

## Homestead Compliance

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

Homestead Compliance

## Sales Questionnaire Form

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

Sales Questionnaire

## 2024 TRIM Notice

2024 TRIM Notice (PDF)

## Summary

Parcel ID	1092600010
Location Address	50 FLORIDA AVE SAINT AUGUSTINE 32084-0000
Neighborhood	Ravenswood (485)
Tax Description*	RAVENSWOOD SUB LOT 1 BLK 36 OR5768/1674 & 5775/849(Q/C) <i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Single Family (0100)
Subdivision	Ravenswood Subdivision
Sec/Twp/Rng	41-7-29
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.180
Homestead	N

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



## Owner Information

Owner Name	Sapp Jeffery 100%
Mailing Address	50 FLORIDA AVE SAINT AUGUSTINE, FL 32084-0000

Map



Valuation Information

Assessed Year	2026
Building Value	\$191,129.00
Extra Features Value	\$0.00
Total Land Value	\$75,000.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
<b>Just Market</b>	<b>\$266,129.00</b>
Total Deferred	\$0.00
<b>Assessed Value</b>	<b>\$266,129.00</b>
Total Exemptions	
<b>Taxable Value</b>	<b>\$266,129.00</b>

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

Historical Assessment Information

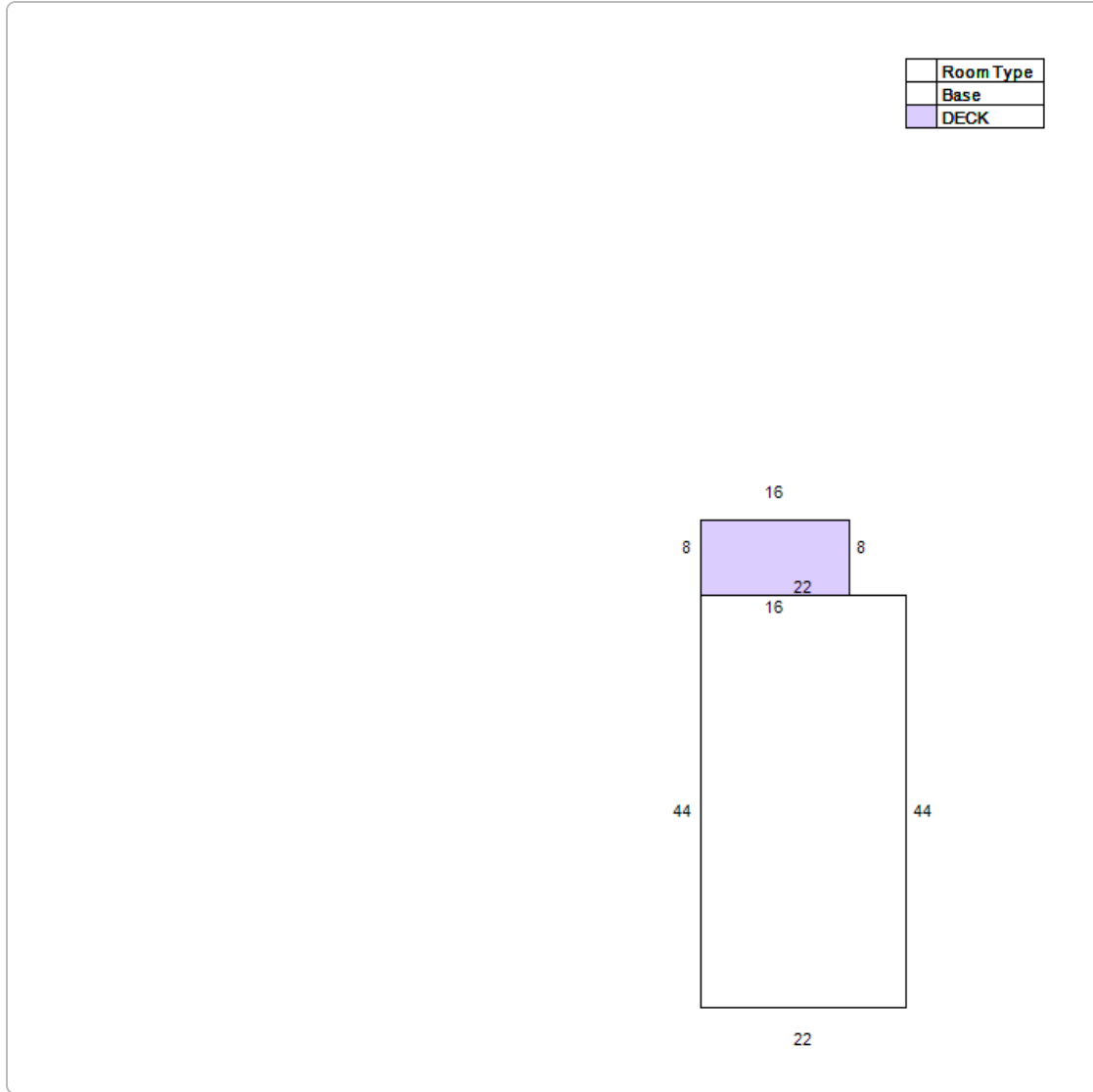
Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	\$174,588	\$0	\$75,000	\$0
2024	\$166,740	\$0	\$59,850	\$0
2023	\$164,531	\$0	\$49,875	\$0

Building Information

<b>Building</b>	1	<b>Roof Cover</b>	Metal
<b>Building Value</b>	\$191,129	<b>Roof Structure</b>	Shed
<b>Year Built</b>	2022	<b>Interior Flooring</b>	Carpet
<b>Actual Area</b>	1096	<b>Interior Wall</b>	Drywall
<b>Conditioned Area</b>	968	<b>Heating Type</b>	Air Duct
<b>Use</b>	Single Family Residence	<b>Air Conditioning</b>	Central
<b>Style</b>	01	<b>Bedrooms</b>	2
<b>Exterior Wall</b>	Concrete Siding	<b>Baths</b>	2

Description	Square Footage
FINISHED DECK	128
BASE AREA	968
Total SqFt	1096

Sketch Information



**Land Information**

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Single Family	52.5	150	1	UT	\$75,000

**Sale Information**

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
6/15/2023	6/14/2023	\$100.00	QUIT CLAIM DEED	5775	849	U	I	ZIGIZ HOLDINGS LLC	SAPP JEFFERY
6/2/2023	6/2/2023	\$275,000.00	WARRANTY DEED	5768	1674	U	I	SAPP JEFFERY	ZIGIZ HOLDINGS LLC

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

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

[User Privacy Policy](#) | [GDPR Privacy Notice](#)  
 Last Data Upload: 2/11/2026, 3:48:08 AM

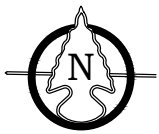
Contact Us



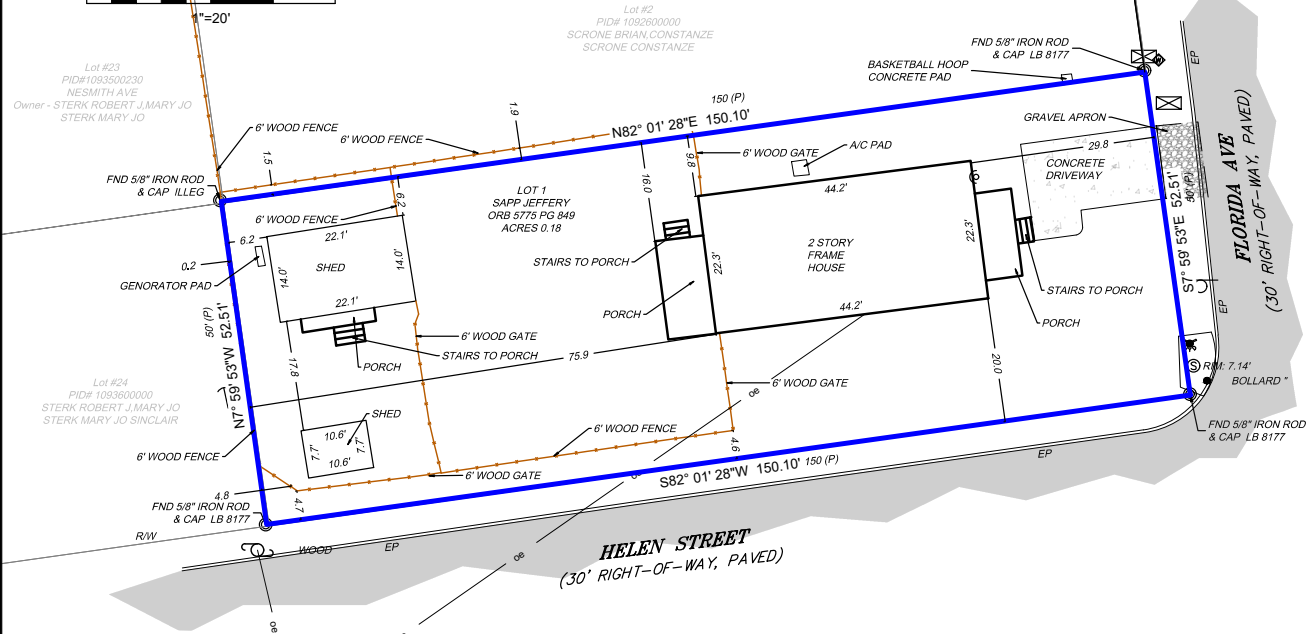
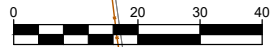
# **Attachment 4:**

## **Site Plan**

**A MAP SHOWING A BOUNDARY SURVEY OF  
LOT ONE (1), BLOCK THIRTY-SIX (36), RAVENSWOOD SUBDIVISION, ACCORDING  
TO MAP OF NEW AUGUSTINE, DATED JUNE 1918, ON THE FILE IN THE OFFICE OF  
THE CLERK OF THE CIRCUIT COURT OF ST. JOHNS COUNTY, FLORIDA.**



**GRAPHIC SCALE**



**GENERAL NOTES**

1. THE SURVEY MAP OR THE COPIES THEREOF ARE NOT VALID WITHOUT THE SIGNATURE AND THE ORIGINAL RAISED SEAL OF A FLORIDA LICENSED SURVEYOR AND MAPPER. ADDITIONS OR DELETIONS TO SURVEY MAP OR MAPS BY OTHER THAN THE SIGNING PARTY OR PARTIES IS PROHIBITED WITHOUT WRITTEN CONSENT OF THE SIGNING PARTY OR PARTIES.
2. THE BEARINGS AND COORDINATE SYSTEM UTILIZED HEREON IS RELATIVE TO THE FLORIDA STATE PLANE COORDINATE SYSTEM, EAST ZONE, NORTH AMERICAN DATUM OF 1983, 2011 ADJUSTMENT, AS DERIVED BY REAL-TIME KINEMATIC GLOBAL POSITIONING SYSTEM (RTK GPS) SURVEY METHODS USING THE PUBLIC FLORIDA DEPARTMENT OF TRANSPORTATION'S FLORIDA PERMANENT REFERENCE NETWORK ("FPRN"). THE CORRECTED POSITIONS COMPUTED BY THESE NETWORKS WERE VERIFIED THROUGH A REDUNDANCY OF MEASUREMENTS ON PRIMARY CONTROL ALONG WITH CONSISTENT HORIZONTAL CHECKS TO SECONDARY CONTROL. ALL DISTANCES SHOWN HEREON ARE IN U.S. SURVEY FEET.
3. THE ACCURACY STANDARD USED FOR THE HORIZONTAL CONTROL FOR THIS SURVEY, AS CLASSIFIED IN THE STANDARDS OF PRACTICE (S-17.051 FAC). THE MINIMUM RELATIVE DISTANCE ACCURACY FOR THIS TYPE OF SURVEY IS 1 FOOT IN 10,000 FEET.
4. THE SUBJECT PROPERTY LIES IN FLOOD ZONE "X SHADED", ACCORDING TO THE FLOOD INSURANCE RATE MAP (FIRM), COMMUNITY-PANEL NUMBER 12109C0314J REVISED 12/7/2018 THE SAID FLOOD INSURANCE RATE MAP IS REFERENCED TO THE NORTH AMERICAN VERTICAL DATUM OF 1988 (NAVD 88).
5. ADJOINING PROPERTY INFORMATION WAS OBTAINED FROM ST. JOHNS COUNTY PROPERTY APPRAISERS OFFICE.
11. THIS SURVEY WAS COMPLETED WITHOUT THE BENEFIT OF A TITLE SEARCH, AS A RESULT THERE MAY BE EASEMENTS OR OTHER RIGHTS, THAT A TITLE SEARCH MAY PROVIDE THAT EXIST ON THIS PROPERTY. THIS PROPERTY WAS NOT ABSTRACTED FOR DEEDS, DEED RESTRICTIONS, EASEMENTS OR RIGHTS OF RECORD OR NOT OF RECORD.
12. THIS SURVEY DOES NOT INFER OR DETERMINE OWNERSHIP.
13. THIS IS A SURFACE SURVEY ONLY. UNDERGROUND IMPROVEMENTS SUCH AS FOOTERS AND UTILITIES, IF ANY, WERE NOT LOCATED, EXCEPT AS SHOWN.

**Symbol Legend**

Symbol	Denotes
	BENCHMARK
	FOUND IRON ROD / PIPE AS NOTED
	SET 5/8" IRON ROD "LS 7324"
	4" X 4" CONCRETE MONUMENT
	WOOD UTILITY POLE
	GUY ANCHOR
	MAILBOX
	OVERHEAD UTILITY LINE
	WATER METER
	IRRIGATION VALVE
	COMMUNICATION UTILITY
	WOOD OR VINYL FENCE LINE
	CHAIN OR WIRE FENCE LINE
	FIRE HYDRANT
	SEWER MANHOLE

**Abbreviation Legend**

Symbol	Denotes
FND	FOUND
PID #	PROPERTY IDENTIFICATION NUMBER
PC	POINT OF CURVATURE
NO ID	NO IDENTIFICATION
PSM	PROFESSIONAL SURVEYOR & MAPPING
LB	LICENSED BUSINESS
EP	EDGE OF PAVEMENT
R/W	RIGHT OF WAY
ORB	OFFICIAL RECORDS
PG	PAGE
NAVD 88	NORTH AMERICAN VERTICAL DATUM 1988
N.S.E.W	STATE PLANE COORDINATE SYSTEM
IRCS	IRON ROD AND CAP SET

**HATCH LEGEND**

	ASPHALT PAVEMENT		GRAVEL ROAD
	CONCRETE		WETLANDS
	DIRT ROAD		

**RUSSELL D. FLINT, Florida PSM LB # 8528**  
Not Valid Without the Digital Signature of A Florida Licensed Surveyor & Mapper

CERTIFY TO: SAPP,JEFFERY

**SURVEYOR'S CERTIFICATE**

THE SKETCH OF SURVEY DEPICTED HEREON CONFORMS TO THE STANDARDS OF PRACTICE SET FORTH BY THE FLORIDA BOARD OF PROFESSIONAL SURVEYORS AND MAPPERS IN ACCORDANCE WITH CHAPTER 53-17, PURSUANT TO CHAPTER 472.027 FLORIDA STATUTES, AND WAS DONE UNDER MY SUPERVISION:

NOTICE OF LIABILITY: THIS SURVEY IS CERTIFIED TO THOSE INDIVIDUALS SHOWN IN TITLE AND CERTIFICATION BLOCKS BELOW AT TIME OF SURVEY. ANY OTHER USE, BENEFIT OR RELIANCE BY ANY OTHER PARTY IS STRICTLY PROHIBITED AND RESTRICTED. SURVEYOR IS RESPONSIBLE ONLY TO THOSE CERTIFIED AND HEREBY DISCLAIMS ANY OTHER LIABILITY AND HEREBY RESTRICTS THE RIGHTS OF ANY OTHER INDIVIDUAL OR FIRM TO USE THIS SURVEY IN ANY MANNER WHATSOEVER, WITHOUT THE WRITTEN CONSENT OF THE SIGNING SURVEYOR.

TITLE: **BOUNDARY**

PROJECT: **FLORIDA AVE**

ADDRESS: **50 FLORIDA AVE SAINT AUGUSTINE FL 32084**

REV.	DATE	WHO	DESCRIPTION

PROJECT NO: **25-0672**

MAP DATE: **10/22/2025**

SURVEY DATE: **10/21/2025**

CHECKED BY: **RDF**

DRAWN BY: **AMW**

FIELD WORK: **CDF**

P.I.D.: **109260010**

SHEET: **01**  
OF **01**



**Flint Surveying & Mapping, Inc.**

111 NATURE WALK PKWY #102  
ST. JOHNS, FL 32092  
PHONE (904) 392-5945  
LICENSED PROFESSIONAL  
FLORIDA LS #7384 LB #6285



# Planning and Zoning Board

Planning Division Staff Report  
 Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
March 3, 2026	5.b.	PZB2026-0012
Request	Address	Parcel ID
Variance	24 Macaris Street	<a href="#">153520-0000</a>

## Site & Background Information

**Applicant:** James G. Whitehouse, Esq.  
 c/o St. Johns Law Group

**Owner:** Elliott Pacetti & Wanda Wicker

**Property Class:**  
 (St. Johns County  
 Property Appraiser) 0100 – Single Family

**Future Land Use  
 Designation:** Residential Low Density

**Zoning Designation:** [Residential Single-Family-One: RS-1](#)

**Acreage:** 0.17

**Neighborhood:** Greater Fullerwood

**Archaeological Zone:** N/A

## Request Summary

This application is a VARIANCE request to reduce the rear yard setback from twenty (20) feet to 8.75 feet in the Residential Single Family-One (RS-1) designation at 24 Macaris Street. The approval of this request would allow the construction of a garage addition with second story, as well as lift and relocate the existing structure.

The applicant has received a Certificate of Partial Demolition from HARB approved August 21, 2025 ([HP2026-0025](#)).

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

Goal, Policy, or Objective	Staff Analysis
Future Land Use Element [ <a href="#">LINK TO DOCUMENT</a> ]	
Historic Preservation Element [ <a href="#">LINK TO DOCUMENT</a> ]	
<p><b>HP Goal 5</b></p> <p>Preserve and enhance the authentic features of St. Augustine’s heritage and scale of the built environment in the distinctive neighborhoods, districts, structures, buildings, and vistas to strengthen St. Augustine’s ability to convey the heritage of the city’s diversity and development patterns.</p>	
<p><b>HP Objective 5.2</b></p> <p>Encourage the preservation and protection of the overall character of older and historic areas by maintaining visual continuity along streetscapes and scenic vistas.</p>	
Conservation and Coastal Management Element [ <a href="#">LINK TO DOCUMENT</a> ]	
Recreation and Open Space Element [ <a href="#">LINK TO DOCUMENT</a> ]	
Transportation and Mobility Element [ <a href="#">LINK TO DOCUMENT</a> ]	
Housing Element [ <a href="#">LINK TO DOCUMENT</a> ]	
Infrastructure Element [ <a href="#">LINK TO DOCUMENT</a> ]	

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

**Sec. 28-2. – Definitions. [[LINK TO SECTION](#)]**

*Variance* means relaxation of the terms of this chapter where such variance will not be contrary to the public interest and where, owing to conditions peculiar to the property and not the result of the actions of the applicant, a literal enforcement of this chapter would result in unnecessary and undue hardship on the land. As used in this chapter, a variance is authorized only for height, area and size of structure or sides of yards and open spaces. Establishment or expansion of uses otherwise prohibited shall not be allowed by variance, nor shall a variance be granted because of the presence of nonconformities in the zoning district or uses in an adjoining zoning district. A modification to lot requirements so as to increase the permitted density of multifamily dwellings shall not be considered a variance and is specifically prohibited.

*Yard* means a required open space other than a court unoccupied and unobstructed by any structure or portion of a structure from thirty (30) inches above the general ground level of the graded lot upward; provided, however, that fences, walls, poles, posts and other customary yard accessories, ornaments and furniture may be permitted in any yard subject to height limitations and requirements limiting obstruction of visibility.

*Yard, rear,* means a yard extending across the rear of the lot between inner side yard lines. In the case of through lots and corner lots, there will be no rear yards, but only front and side yards. Depth of a required rear yard shall be measured in such a manner that the yard established is a strip of the minimum width required by district regulations, with its inner edge parallel with the rear lot line.

	RS-1	Nonconforming	24 Macaris St.
Lot coverage by all buildings	Maximum of Twenty-five (25) percent	Maximum Twenty-nine (29) percent	1944/7214 = 27%
Front yard setback	Minimum of Twenty (20) feet	Twenty feet	Twenty feet
Side yard(s) setback	Minimum of fifteen (15) feet	7.5 feet	+7.5
Rear yard setback	Minimum of Twenty (20) feet	Twenty feet	7.5
Height	35 feet	30 feet	Unknown

### Variance Criteria

Based on Sec. 28-29(b)(1) of the City’s Code [\[LINK TO SECTION\]](#), the Planning and Zoning Board may grant a variance only under circumstances where practical difficulty or unnecessary hardship is so substantial, serious and compelling that relaxation of the general restrictions should be granted. No variance shall be granted unless the applicant shall show and the board shall find that:

- a. The particular property, because of size, shape, topography or other physical conditions, suffers singular disadvantage through the operation of this section, which disadvantage does not apply to other properties in the vicinity; and  
**The applicant has stated the singular disadvantage is the age and placement of the structure on the property. The applicant is trying to preserve the historic structure and streetscape view and integrity of the district. The applicant is moving the historic structure to a more central location on the lot and placing the garage addition at the rear of the property to preserve the streetscape. The existing garage at the rear corner of the lot will be removed. The addition will encroach on the 20-foot rear yard setback but to a lesser extent than the existing detached garage. The variance request is to meet the conditions of the HARB approval for the partial demolition.**
- b. Because of this disadvantage, the owner is unable to make reasonable use of the affected property; and  
**The applicant states that without the variance to place the addition at the rear of the property the streetscape would not be preserved.**
- c. This disadvantage does not exist because of conditions created by the owner or applicant; and  
**The structure was built between 1924-1930. The application is consistent with the conditions set by the Historic Architectural Review Board and the applicant is working to preserve the historic structure.**
- d. Grant of the variance will not be contrary to the public interest; will not adversely affect other property in the vicinity; and will be in harmony with the spirit, intent and purpose of this section.  
**The applicant states that the request is to be in harmony with the neighborhood and to protect the historic structure and character of the neighborhood.**

Based on a review of Sec. 28-29 staff find that the Board can **APPROVE** variance request to reduce the rear yard setback as the variance criteria are met.

### **Attachments**

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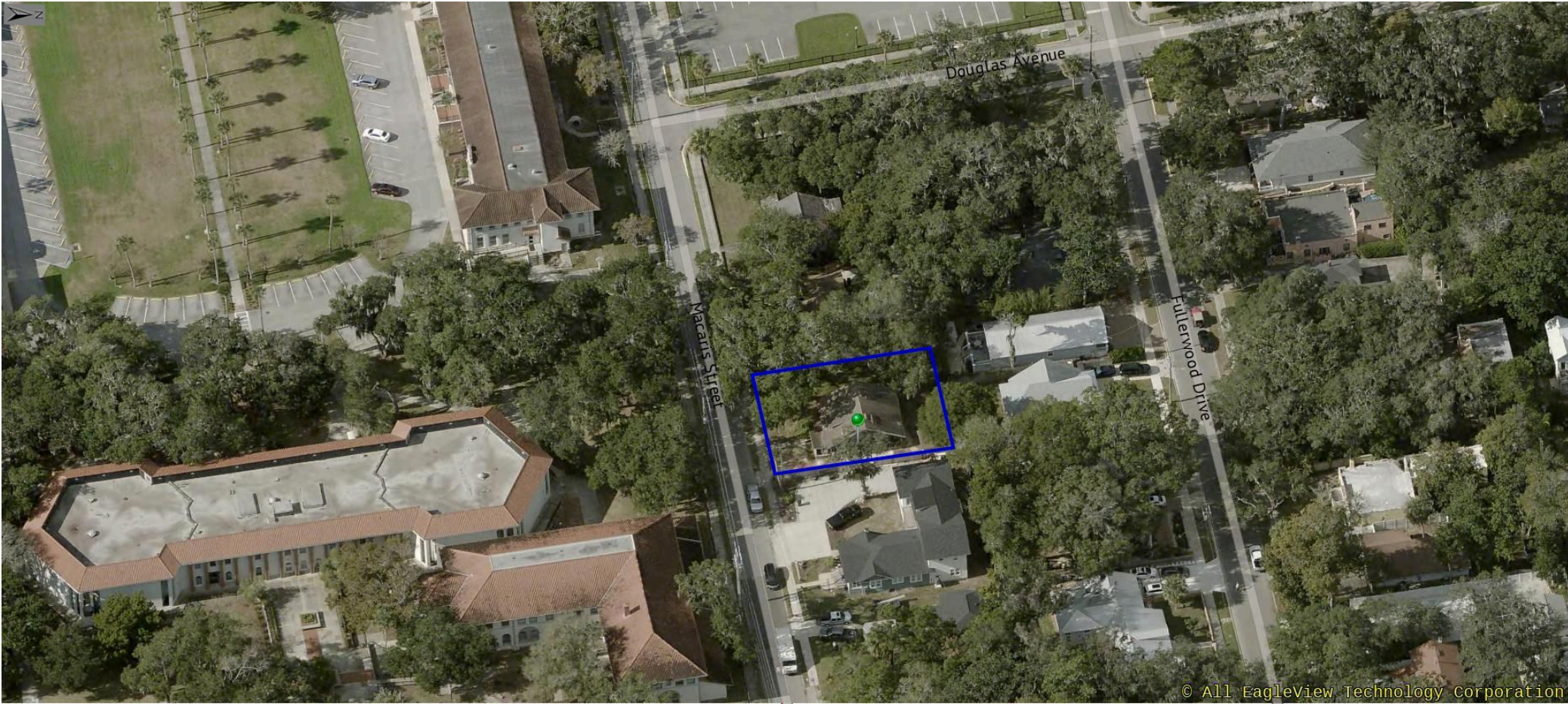
1. Site Maps & Photos
2. Application
3. St. Johns County Property Appraiser Report
4. Supplemental Information

### **Staff Report prepared by:**

Sarah Daugherty  
Planning Manager  
Planning and Building Department

**Attachment 1:  
Site Maps  
and Photos**

# 24 Macaris St.





Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, SJCPA

# Zoning Map

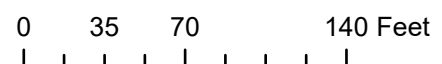
## City of St. Augustine

24 Macaris St.

### Legend

- Residential Single-Family-One (RS-1)
- Residential General-One (RG-1)
- Government Use (GU)

Scale: 1:1,000





Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, SJCPA

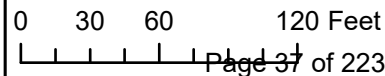
# Future Land Use

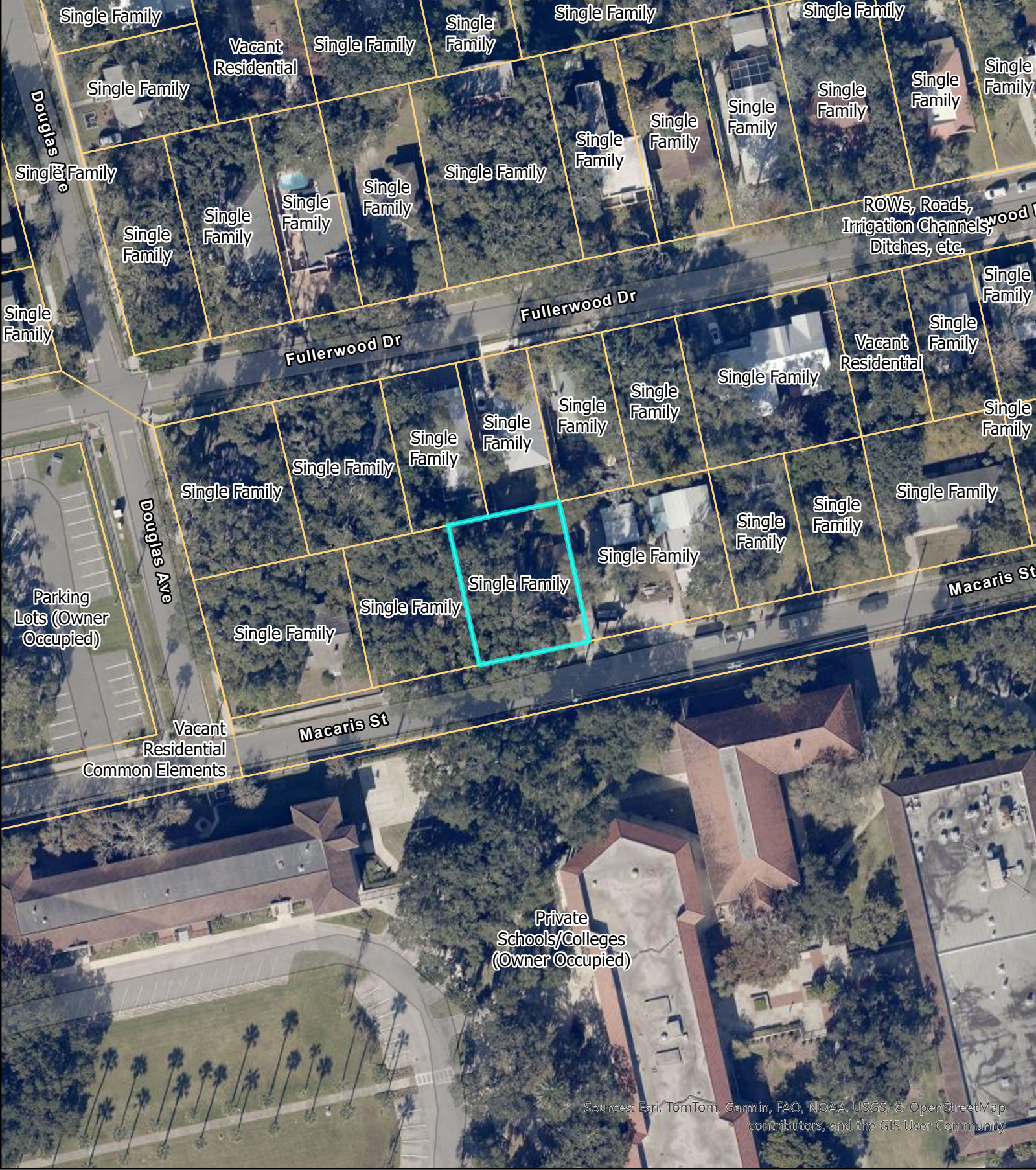
City of St. Augustine  
24 Macaris St.

## Legend

- Public / Semi-Public
- Residential Low Density
- Residential Medium Density

Scale: 1:1,000

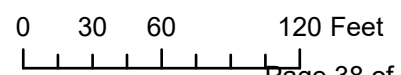




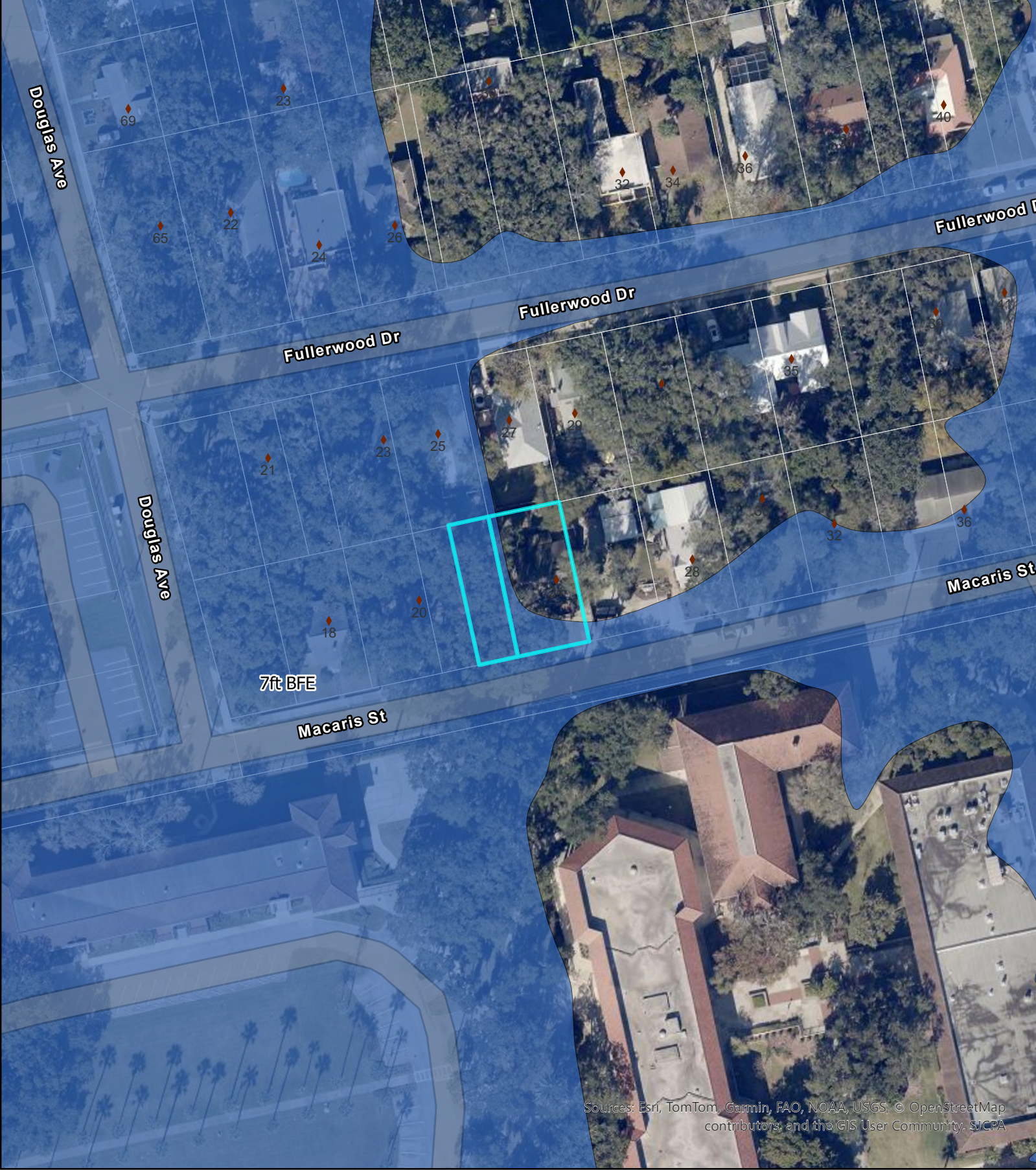
**St Johns County Property Appraiser**  
**Use Classification**  
**City of St. Augustine**  
 50 Florida Ave.

**Legend**  
 ParcelInfo

Scale: 1:1,000



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, S/CPA

# FEMA Flood Zones

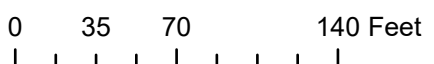
## City of St. Augustine

24 Macaris St.













### Legend

Flood Zone  
 AE

Scale: 1:1,000



**Legend**

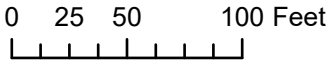
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-  SJCParcels
- DEM2018
- Value
-  -23.451 to 0
-  0 to 2
-  2 to 4
-  4 to 6
-  6 to 8
-  8 to 10
-  10 to 15
-  15 to 25
-  25 to 50
-  50 to 155



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, ©  
OpenStreetMap contributors, and the GIS User Community, SICPA



Digital Elevation Model DEM 2018  
City of St. Augustine  
24 Macaris St.  
Source: 2018 FDEM LiDAR Project



Scale: 1:1,000

# **Attachment 2: Application**



**CITY OF ST AUGUSTINE  
APPLICATION TO PLANNING AND ZONING BOARD**

Application Fee: \_\_\_\_\_ (plus advertising costs)      Project Number: \_\_\_\_\_  
 Receipt Number: \_\_\_\_\_      Meeting Date: \_\_\_\_\_  
 Advertising Costs: \$ \_\_\_\_\_      Paid On: \_\_\_\_\_      Receipt Number: \_\_\_\_\_

1. NAME OF APPLICANT: James G. Whitehouse, Esq.      Contact Number: 9044950400  
 Business (if applicable): St. Johns Law Group  
 Address: 104 Sea Grove Main Street      City: St. Augustine      State: FL      Zip: 32080  
 E-Mail Address: jameswhitehouse@sjlawgroup.com

2. NAME OF PROPERTY OWNER: Elliott Pacetti & Wanda Wicker      Contact Number: \_\_\_\_\_  
 Business (if applicable): \_\_\_\_\_  
 Address: \_\_\_\_\_      City: \_\_\_\_\_      State: \_\_\_\_\_      Zip: \_\_\_\_\_  
 E-Mail Address: \_\_\_\_\_

3. LEGAL DESCRIPTION OF PROJECT PROPERTY:  
 Lot: \_\_\_\_\_      Block: \_\_\_\_\_  
 Subdivision: \_\_\_\_\_      Parcel Number: \_\_\_\_\_

4. PROJECT STREET ADDRESS: 24 Macaris Street

5. SPECIFIC PROPOSED USE: Renovation of Historical Residential Home

6. ACTION REQUESTED:  
 Conservation Zone Development       Appeal of Staff Determination  
 Exception       Land Use Plan Amendment  
 Variance       Rezoning  
 Other: \_\_\_\_\_

7. DESCRIPTION OF ACTION REQUESTED: The owners are renovating and saving a historical residential structure and seek a rear setback variance to attach the garage as part of the renovations. They are acutally reducing the encroachment into the rear setback by removing the currently-existing detached garage structure that sits on the northeast property corner. The requested renovations will both save this historical structure as APPROVED by HARB and will reduce this rear setback encroachment.

8. JUSTIFICATION FOR ACTION REQUESTED: As stated, they are actually reducing the the encroachment into the rear setback by removing the currently-existing detached garage structure that sits on the northeast property corner. The requested renovations will both save this historical structure as APPROVED by HARB and will reduce this rear setback encroachment. This application is to ratify the HARB renovation that was APPROVED and allow this minor encroachment for the attached garage and will include removal of the detached garage that encroaches on the setback currently.

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

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

SEE ATTACHED

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

SEE ATTACHED

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

SEE ATTACHED

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

SEE ATTACHED

**10. PREVIOUS APPLICATIONS:**

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

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


**11. AGREEMENT:**

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

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

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

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

  
\_\_\_\_\_  
Signature of Applicant 12/31/25  
Date

*Owner's authorization attached*  
\_\_\_\_\_  
Signature of Property Owner Date



ST AUGUSTINE  
EST. 1565

Owner's Authorization For Agent

JAMES G. WHITEHOUSE is/are hereby authorized TO ACT ON BEHALF OF Elliott Pacetti/Wanda Wicker, the owner(s) of those lands described within  the attached application, or  described within the previously filed Application number: \_\_\_\_\_, and as described in the attached deed or other such proof of ownership as may be required, in applying to the City of St. Augustine's Planning & Zoning Board, located at:

24 Macaris Street

BY: [Signature]  
Signature of Owner

Elliott C. Pacetti  
Print Name of Owner

615-579-6971  
Telephone Number

State of Tennessee

County of Rutherford

Signed and sworn before me on this 21 day of January, 2026

By Elliott Pacetti

Identification verified:

Oath sworn:  Yes  No

Notary Signature: Charissa Whitney

My Commission expires: 6-20-2027





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

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

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

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

\_\_\_\_\_  
Print name of applicant

\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Date

*[Handwritten signature]*  
*12/31/25*

# PZB APPLICATION FEE SCHEDULE

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

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

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

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

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

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

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

Project Address: 24 Macaris

Applicant's Name: JAMES G. WATTENHOUSE Applicant's Signature: 

Owner's Name: Owner's Authorization Attached Owner's Signature: \_\_\_\_\_

**Attachment 3:  
St. Johns County  
Property Appraiser  
Report**

# St. Johns County, FL

## Apply for Exemptions

Apply for Exemptions

## Homestead Compliance

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

Homestead Compliance

## 2024 TRIM Notice

2024 TRIM Notice (PDF)

## Summary

Parcel ID	1535200000
Location Address	24 MACARIS ST SAINT AUGUSTINE 32084-0000
Neighborhood	Fullerwood Park (702)
Tax Description*	2-18 FULLERWOOD PARK SUB E25FT OF LOT 254 & ALL LOT 255 BLK 12 OR4349/469 <i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Single Family (0100)
Subdivision	Fuller Wood Park Addition to St. Augusti
Sec/Twp/Rng	7-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.170
Homestead	N

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



## Owner Information

Owner Name	Pacetti Elliott C Etal 100%
	Wicker Wanda L 100%
Mailing Address	2791 CENTRAL VALLEY RD MURFREESBORO, TN 37129-0000

## Map



**Valuation Information**

Assessed Year	2026
Building Value	\$327,714.00
Extra Features Value	\$1,710.00
Total Land Value	\$221,812.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
<b>Just Market</b>	<b>\$551,236.00</b>
Total Deferred	\$39,866.00
<b>Assessed Value</b>	<b>\$511,370.00</b>
Total Exemptions	
<b>Taxable Value</b>	<b>\$511,370.00</b>

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

**Historical Assessment Information**

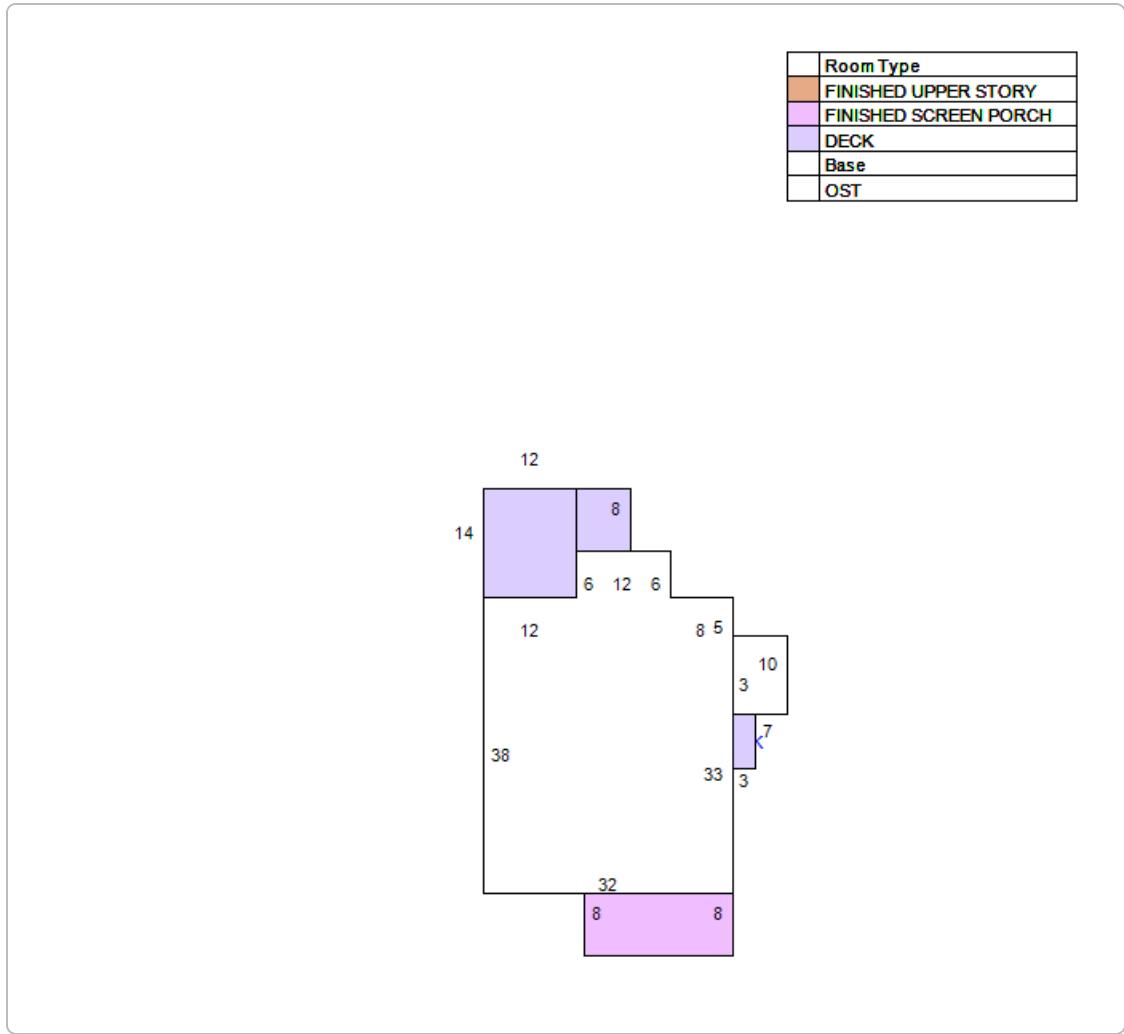
Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	\$317,379	\$1,800	\$204,750	\$0
2024	\$279,573	\$1,890	\$204,750	\$0
2023	\$271,745	\$720	\$237,169	\$0
2022	\$284,214	\$1,404	\$198,744	\$0
2021	\$193,237	\$1,434	\$122,850	\$0
2020	\$195,683	\$1,463	\$109,200	\$0
2019	\$185,025	\$1,445	\$109,200	\$0
2018	\$187,309	\$1,474	\$81,900	\$0
2017	\$123,953	\$2,691	\$81,900	\$0
2016	\$125,605	\$2,880	\$81,900	\$0
2015	\$106,480	\$3,072	\$67,568	\$0

**Building Information**

Building	1	Roof Cover	Composite Shingle
Building Value	\$327,714	Roof Structure	Gable Hip
Year Built	1926	Interior Flooring	Ceramic Tile, Hardwood
Actual Area	2399	Interior Wall	Drywall
Conditioned Area	1932	Heating Type	Air Duct
Use	Single Family Residence	Air Conditioning	Central
Style	01	Bedrooms	3
Exterior Wall	Wood	Baths	2

Description	Square Footage
OUTSIDE STAIRS	70
BASE AREA	1288
FINISHED DECK	56
FINISHED DECK	21
FINISHED DECK	168
FINISHED SCREEN PORCH	152
FINISHED UPPER STORY	644
Total SqFt	2399

**Sketch Information**



**Extra Feature Information**

Code Description	Status	Value
Storage Building (Mix)		1710

**Land Information**

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Single Family	75	100	75	EF	\$221,812

**Sale Information**

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
3/27/2017	3/27/2017	\$320,000.00	WARRANTY DEED	4349	469	Q	I	STEVENS JOHN M	PACETTI ELLIOTT C ETAL
	12/15/2003	\$220,000.00	WARRANTY DEED	2107	425	Q	I	KOEBRICK AMY M	STEVENS JOHN M
	11/4/2002	\$0.00	FINAL JUDGMENT	1845	653	U	I	KOEBRICK JEFFREY L & AMY M	KOEBRICK AMY M
	10/3/2002	\$0.00	QUIT CLAIM DEED	1912	1793	U	I	KOEBRICK JEFFREY L (PER DISS/MARR)	KOEBRICK AMY M
	11/6/2001	\$122,000.00	WARRANTY DEED	1677	1032	Q	I	MC COWN EDWARD M, MIRIAM K	KOEBRICK JEFFREY L, AMY M
	1/1/1983	\$47,000.00		568	1393	Q	I		MC COWN EDWARD M, MIRIAM K
	1/1/1980	\$36,000.00		464	56	U	I		

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

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

[User Privacy Policy](#) | [GDPR Privacy Notice](#)  
[Last Data Upload: 2/11/2026, 3:48:08 AM](#)

Contact Us



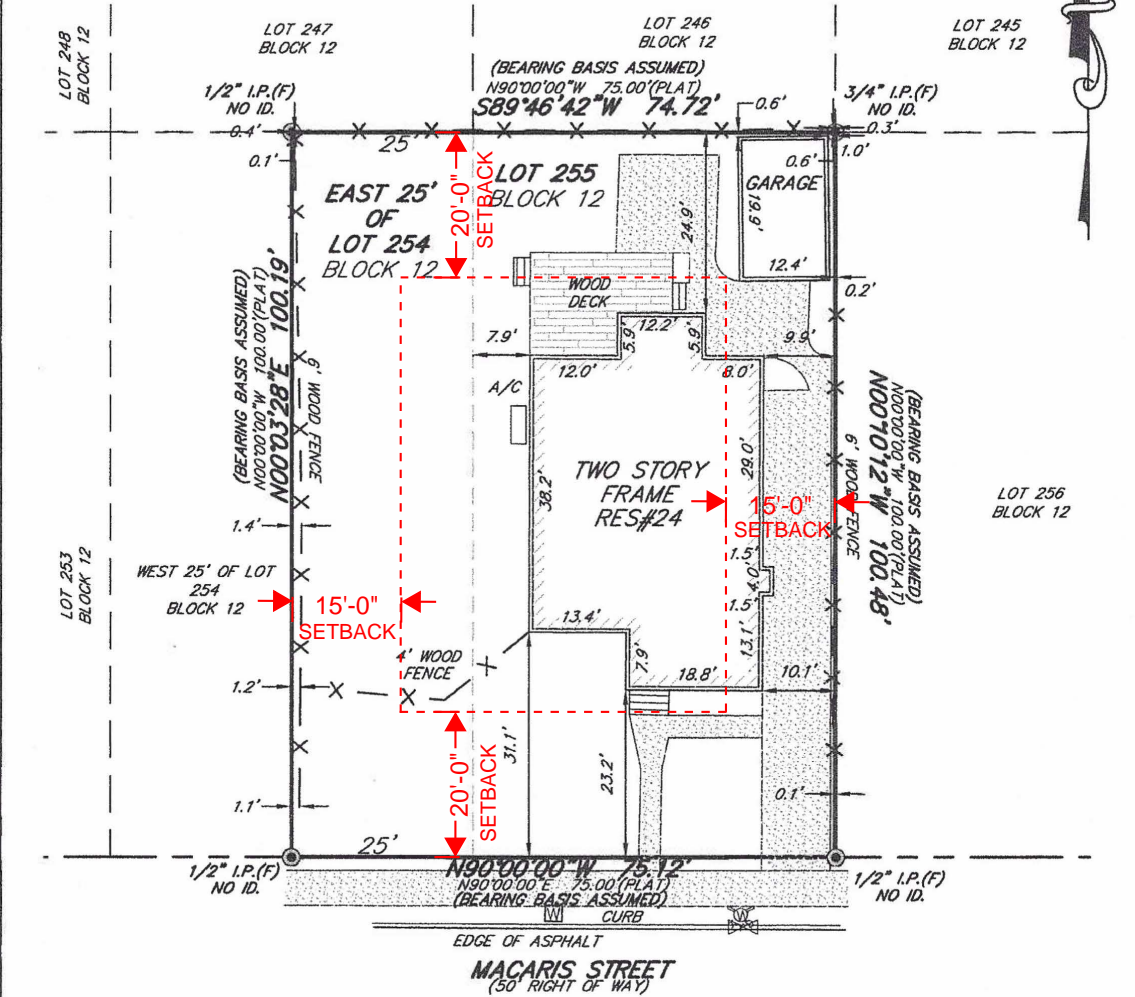
**Attachment 4:**  
**Supplemental Information**



# MAP SHOWING SURVEY OF

EAST 25' OF LOT 254 & ALL OF LOT 255, BLOCK 12, FULLERWOOD PARK, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN MAP BOOK 2, PAGE 18, OF THE PUBLIC RECORDS OF ST. JOHNS COUNTY, FLORIDA.

CERTIFIED TO:

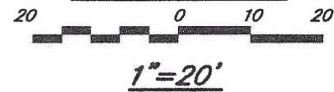


AREA = 0.17 ± ACRES  
OR ±, 7,500 sq. ft.

### LEGEND

- A/C - AIR CONDITIONER PAD
- ID. - IDENTIFICATION
- N.G.V.D. - NATIONAL GEODETIC VERTICAL DATUM
- sq. ft. - SQUARE FEET
- I.P.(F) - IRON PIPE FOUND
- I.R.(F) - IRON ROD FOUND
- I.R.(S) - 5/8" IRON ROD SET (LANDTECH)
- RES. - RESIDENCE
- ℄ - CENTERLINE
- + - DENOTES NOT TO SCALE
- ⊕ - WATER METER
- ▨ - EXPOSED CONCRETE
- ▩ - COVERED AREA

### GRAPHIC SCALE



THIS SURVEY IS PROTECTED BY COPYRIGHT AND IS CERTIFIED ONLY TO THE PARTIES LISTED ABOVE AND ONLY FOR THIS PARTICULAR TRANSACTION. ANY USE OR REPRODUCTION OF THIS SURVEY WITHOUT THE EXPRESS PERMISSION OF THE SURVEYOR IS PROHIBITED. USE OF THIS SURVEY IN ANY SUBSEQUENT TRANSACTION IS NOT AUTHORIZED. THE SURVEYOR EXPRESSLY DISCLAIMS ANY CERTIFICATION TO ANY PARTIES IN FUTURE TRANSACTIONS. NO PERSON OTHER THAN THOSE LISTED SHOULD RELY UPON THIS SURVEY.

#### GENERAL NOTES:

- Encroachments as shown hereon are only those above ground, visible objects observed by the surveyor.
- No underground structures, utilities or foundations were located or determined by this survey.
- This survey does not reflect or determine ownership.
- This survey made without benefit of an abstract of title. No right-of-way or easements of record were furnished to this firm except as shown.
- All distances, bearings or angles are as field measured. Deed or plot measurements are noted if different.
- The certification of this survey is a professional opinion based on the existing field and documentary evidence available at the time this survey was prepared.
- This office has not abstracted this parcel of land for any recorded claims of title, easements or restrictions. This surveyor shall not be held liable for the existence of any such claims.
- The specific rights implied by this survey are not transferable.
- The measurements for this survey were made in accordance with the United States Standards.
- For building setbacks call the appropriate county codes enforcement office.
- Use of this survey for purposes other than that which it was intended, without written verification, will be at the user's sole risk and without liability to this surveyor. Nothing hereon shall be intended to give any rights or benefits to anyone other than those the survey was prepared for.
- All disputes here under shall be resolved by binding arbitration in accordance with rules set forth by the American Arbitration Association.
- This survey is certified to the last field date.
- This surveyor's liability shall not exceed the fee as stated by this surveyor.

#### NOTES:

- According to the Federal Emergency Management Agency FIRM Map No: 125145-0312H effective date: 09/02/04, the property described hereon appears to lie in Zone AE 9'
- Basis of bearing structure: BEARING BASIS ASSUMED
- Job Address: 24 MACARIS STREET
- Basis of elevations: N.G.V.D.29

JOB NO.	LAST FIELD DATE	SCALE:	F.B./PAGE	CHK. BY:	DWG. BY:
16-0901	10/10/16	1"=20'	695/24	N.H.F.	T.P.W.

TYPE: BOUNDARY

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**LANDTECH**  
Associates, Inc.  
LAND SURVEYOR'S

5100 A1A SOUTH, SUITE A  
ST. AUGUSTINE, FLORIDA 32080  
(904) 471-6877 FAX (904) 471-6876

Not valid without the signature and the original raised seal of a Florida licensed surveyor and mapper. Additions or deletions to survey maps or reports by other than the signing party is prohibited without the written consent of the signing party.

*Nicholas H. Franklin*  
NICHOLAS H. FRANKLIN, P.L.S. #4620  
FOR LANDTECH AND ASSOCIATES L.B. #7537



August 26, 2025

Victor Sarris  
124 Spanish Oaks Lane  
Saint Augustine, FL 32080

Re: Certificate of Demolition (Full) - 24 Macaris Street - HP2025-0025

Dear Victor Sarris,

On August 21, 2025, the Historic Architectural Review Board (HARB) met and discussed your application to demolish a residential building, constructed c. 1924-1930, that is recorded in the Florida Master Site File and contributing to the Fullerwood Park Residential National Register Historic District.

**Specifically, based upon evidence presented, the HARB APPROVED your application as described in the attached copy of the executed Order.**

Please contact the Planning and Building Department at (904) 825-1065 with any questions and for the proper permits, archaeology review, fees and requirements to proceed with the approved elements of your project in accordance with the Historic Architectural Review Board's decision. Applications for building permits will be required and must be submitted electronically with formalized digital signature. HARB documents are not accepted for issuance of a building permit and applications must meet all city standards prior to permit issuance.

Sincerely,

Amy McClure Skinner, AICP  
Director, Planning & Building

cc: David Birchim, City Manager  
Isabelle Lopez, City Attorney  
Darlene Galambos, City Clerk  
BDAC File

BEFORE THE  
HISTORIC ARCHITECTURAL REVIEW BOARD FOR THE  
CITY OF ST. AUGUSTINE, FLORIDA

---

**TYPE OF REQUEST:**

- |                                                               |                                                          |
|---------------------------------------------------------------|----------------------------------------------------------|
| <input type="checkbox"/> Certificate of Appropriateness       | <input type="checkbox"/> Certificate of Completeness and |
| <input checked="" type="checkbox"/> Certificate of Demolition | Recommendation for Historic Property Tax                 |
| <input type="checkbox"/> Certificate of Relocation            | Exemption                                                |
| <input type="checkbox"/> Certificate of Appropriateness for   | <input type="checkbox"/> Opinion of Appropriateness      |
| Preservation Approach for Ad Valorem                          |                                                          |
| Tax Exemption                                                 |                                                          |

**IN THE MATTER OF:**

Case No.: HP2025-0025  
Applicant: Victor Sarris  
Owner: Victor Sarris  
Address: 24 macaris st  
Parcel Number: 1535200000

Re: Certificate of Demolition, pursuant to Section 28-89, City of St. Augustine Code, to demolish a residential building, constructed c. 1924-1930, that is recorded in the Florida Master Site File and contributing to the Fullerwood Park Residential National Register Historic District.

THE HISTORIC ARCHITECTURAL REVIEW BOARD HAS HEARD TESTIMONY AND EXAMINED EVIDENCE AT A PUBLIC HEARING HELD ON THURSDAY, AUGUST 21, 2025, AND BASED ON THE TESTIMONY AND EVIDENCE, THE BOARD HAS DETERMINED AS FOLLOWS:

**FINDINGS OF FACT AND CONCLUSIONS OF LAW:**

1. Applicant is the legal owner, occupant, and/or representative of the owner/occupant of the subject property and duly submitted an application with the owner's knowledge, and was duly notified of the hearing, in accordance with Chapter 28 of the Code of the City of St. Augustine. The applicant or representative  was present at the Thursday, August 21, 2025, Historic Architectural Review Board meeting and testified under oath, or  was not present.
2. A public hearing was held, with notice given as required by law, and  members of the public testified under oath, or  no members of the public spoke on this issue.
3. The subject property has a zoning classification of RS-1
4. The above-described Certificate of Demolition is subject to Section 28-89 of the Code of the City of St. Augustine.

**ORDER:**

Based upon the evidence presented, the Historic Architectural Review Board determined that the requested action MEETS / DOES NOT MEET the requirements of Section 28-89, City of St. Augustine Code, and APPROVES / DENIES / CONTINUES the Applicant's request To demolish a residential building, constructed c. 1924-1930, that is recorded in the Florida Master Site File and contributing to the Fullerwood Park Residential National Register Historic District..

Subject to the following conditions:

- If approved, there is a 30-day delay period and subsequent building permits are required before beginning work.
- An approved Certificate of Demolition expires one year from the date of the order. In accordance with Ordinance No. 2017-06, the owner of the property may request either a one-time six month administrative extension, or may apply for a one year extension from the Historic Architectural Review Board. The extension request must be filed in writing with the Planning and Building Department during regular office hours no later than 30 days before the expiration the Certificate of Demolition.
- reconstruct Chimney on West Elevation w/ same placement
- Flip window placement on side elevations where chimney will be moved
- Elevates structure to 10' and relocate as proposed
- Follow window recommendations as drawn by the Board for rear addition

DONE AND ORDERED, at a public hearing on the 21<sup>st</sup> day of August, A.D., 2025, in the Alcazar Room, 75 King Street, St. Augustine, Florida.

Case No. HP2025-0025

REQUEST

APPROVED / DENIED / CONTINUED

Sign Name

Brad Beach

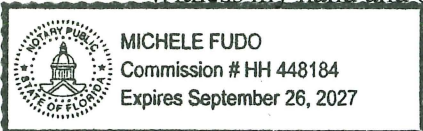
Print Name

HISTORIC ARCHITECTURAL REVIEW BOARD  
CITY OF ST. AUGUSTINE, FLORIDA

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, Brad Beach, by means of [] physical presence or [] online notarization, who is personally known to me and who is the person described in and who executed the foregoing instrument and acknowledged before me that he executed the same for the purposes therein expressed.

Witness my hand and official seal, this 21<sup>st</sup> day of August, A.D., 2025.



Michele Fudo  
Notary Public, State of Florida

Applications for building permits will be required and must be submitted electronically with formalized digital signature. HARB documents are not accepted for issuance of a building permit and must meet all city standards prior to issuance.



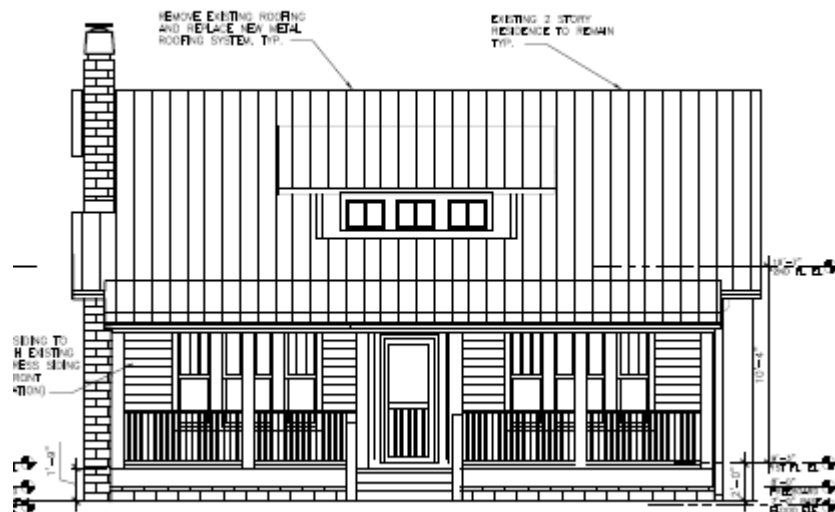
# The Pacetti / Wicker Residence

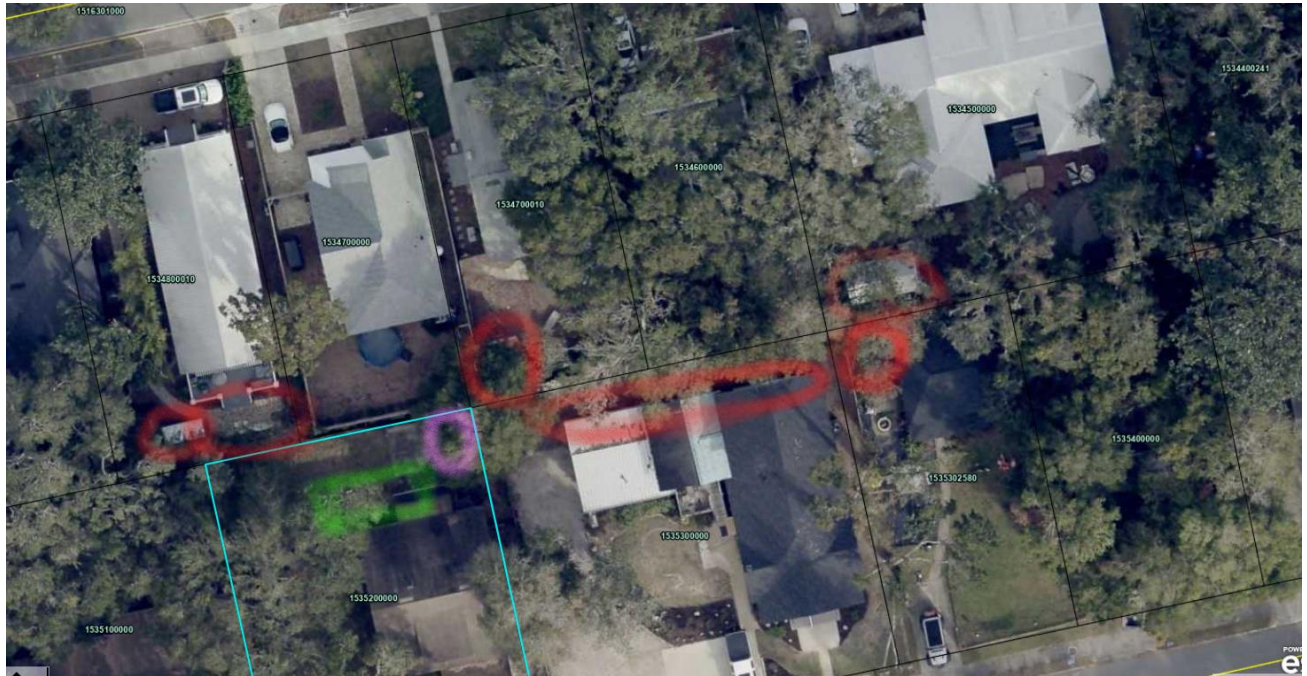
## 24 Macaris Street

### Request:

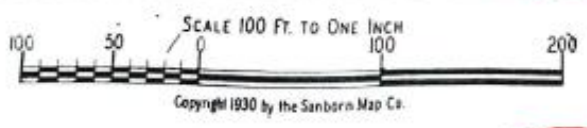
In their commitment to save this historical residential structure, as **APPROVED** by our **HARB**, the owners are restoring and renovating the home. As approved, they are moving the structure to be more appropriately located toward the center of the parcel, removing the detached and encroaching rear garage and replacing it with an attached garage as part of the approved renovations that maintain the front look of the home and streetscape in this historically recognized district. As such, for these HARB approved plans to save the structure, they require a rear setback variance to attach the garage as part of the renovations. Of note, they are actually reducing the current extreme rear setback infringement caused by the detached garage and hereby seek a rear setback variance to attach the garage as part of the HARB approved renovations.

The currently existing requirement is for a twenty-foot rear setback, but as stated the currently existing, detached garage sits only  $\frac{1}{2}$  a foot from the rear and side property lines. This request, consistent with the **APPROVALS** granted by our **HARB** for the renovation and rehabilitation saving this historic structure, include removing that detached structure that severely infringes on the currently required rear and side setback and replacing it with an attached garage that now meets the side setback and reduces the rear encroachment but still requires a variance which moves it to be located 8.75 feet in lieu of the current 6 inches, and as a variance to the twenty feet under the code.

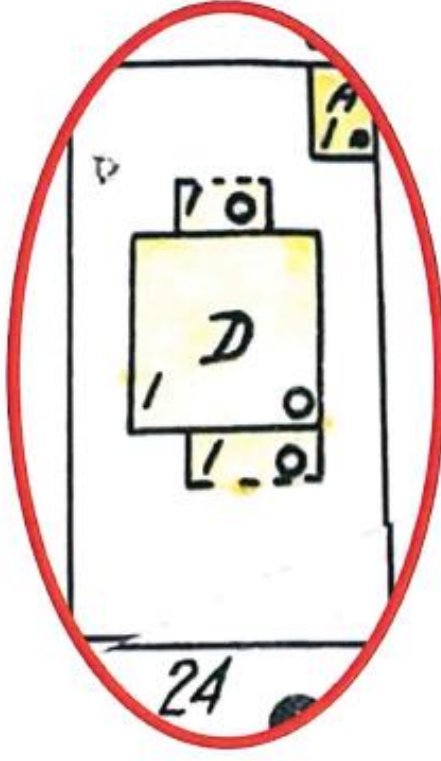




# 1930 SANBORN MAP UPDATED TO 1965 24 Macaris Street



24



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

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

As is evident throughout our comprehensive plan and land development regulations, the spirit and intent of our city's stated mission revolves around the protection of our historical resources, structures and districts. This north city area has been designated as a recognized historical district and our own HARB board sought the saving of this structure to maintain the historical look and streetscape of this district. As such the HARB approved the design of this home in return for saving the structure and the streetscape. As a part of this renovation that will save the historical structure and look of the streetscape, the owners agreed to rework their plans, moving the addition to the back so that it preserves the historical look and building on the front. Their agreement to save the structure and the plan approved by HARB was directly based upon the fact that the structure was found to be an historical structure and a streetscape look to be saved; thus, these are in fact the physical conditions that lead to the addition on the rear instead of the side or front and in turn the need for the setback variance.

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

Such was clearly established during the HARB hearings and the HARB found as such in approving the new plan which saves the structure and the look of the streetscape based upon the historical nature of the property and structure. Without this relaxation of the rear setback, which as stated will actually be lessened due to their removal of the detached garage which sits one half a foot from the rear property line now and the attachment of the garage to the rear of the structure, they would not be able to save the look of the streetscape because the additions would affect the look from the street on the front and side. Moreover, this reasonable requests allows the city to achieve their stated goal of preserving the history while also allowing the owners to make use of this structure and the restricted property.

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

Again, the owners did not create the disadvantage, it stems from our city's valiant goal of saving historic structures in recognized districts and such was clearly established during the HARB hearings and the HARB found as such in approving the new plan which saves the structure and the look of the streetscape based upon the historical nature of the property and structure. Without this relaxation of the rear setback, the goal to preserve the streetscape while still allowing reasonable use of the property and reasonable renovations to historic properties when they preserve the buildings and the streetscape look would be thwarted.

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

Our code and comp plan clearly advocate the protection of historic structures and recognized historic districts. In fact, our code specifically allows for variances within HP 1, 2 and 3 without question. This request is indeed similar and shows, as described above and found by HARB in their specific approval of this design and placement on the property, that this reasonable request is indeed in harmony with the spirit, intent and purpose of our code and comprehensive plan.

Within the historic preservation zoning districts 1, 2 and 3 and national register districts, the board may grant a request for variance for architectural or historic reasons, provided that the variance is necessary for the construction or reconstruction of buildings or structures in the appropriate historic architectural style or form, based upon review of the historic architectural review board's recommendations. The board shall find that granting the variance will not be contrary to the public interest; will not adversely affect other property and structures in the district; and will be in harmony with the spirit, intent and purpose of this section.

## **HISTORIC PRESERVATION ELEMENT**

### **HP Goal**

**Maintain and enhance the historic integrity and ambiance within the City of St. Augustine while encouraging economic growth and the identification, Preservation, continued use and adaptive reuse of existing historic structures.**

*The requested rehabilitation and renovation of this historic structure, as recognized, requested and approved by our HARB, saves the historic structure, centers it on the parcel and also removes the encroaching detached structure, all of which are intended to meet the spirit and intent of our code as reflected in the HARB approval. The addition of the attached garage on the rear is precipitated by working to save the structure, the streetscape view and the integrity of the district; as such, they need to add onto the back which causes a slight infringement into the rear setback. However, it is highly noteworthy that this renovation and saving of the historic structure, as approved by our HARB, **includes the removal of the detached garage that has existed on this property for decades and significantly encroached into the rear setback and replacing it with an attached garage that will now only slightly infringe on the rear setback.***

*See, FLUE Objective 3.2 - The City shall encourage redevelopment and renewal of areas that are exhibiting evidence of decline through redevelopment programs and through maintaining land development codes that contain standards and procedures to encourage redevelopment where desirable. See, FLUE Policy 3.2.3 -The City shall actively pursue and participate in redevelopment projects that will add to the City's quality of life and economic vitality while balancing the city's character and authenticity.*

*This request helps to promote these objectives by saving the historic structure and ambiance of this recognized historic area and permission for the variance allows this owner to save the historic structure, remove the severe encroachment by the detached structure and reduce that encroachment greatly by attaching the garage for a minor infringement, all of which help to promote and meet our city's stated comprehensive plan objectives.*

**ORDER:**

Based upon the evidence presented, the Historic Architectural Review Board determined that the requested action **MEETS** / **DOES NOT MEET** the requirements of Section 28-89, City of St. Augustine Code, and **APPROVES** / DENIES / CONTINUES the Applicant's request To demolish a residential building, constructed c. 1924-1930, that is recorded in the Florida Master Site File and contributing to the Fullerwood Park Residential National Register Historic District..

Subject to the following conditions:

- If approved, there is a 30-day delay period and subsequent building permits are required before beginning work.
- An approved Certificate of Demolition expires one year from the date of the order. In accordance with Ordinance No. 2017-06, the owner of the property may request either a one-time six month administrative extension, or may apply for a one year extension from the Historic Architectural Review Board. The extension request must be filed in writing with the Planning and Building Department during regular office hours no later than 30 days before the expiration the Certificate of Demolition.
- reconstruct Chimney on West Elevation w/ same placement
- Flip window placement on side elevations where chimney will be moved
- Elevates structure to 10' and relocate as proposed
- Follow window recommendations as drawn by the Board for rear addition

DONE AND ORDERED, at a public hearing on the 21<sup>st</sup> day of August, A.D., 2025, in the Alcazar Room, 75 King Street, St. Augustine, Florida.

Case No. HP2025-0025

REQUEST

**APPROVED** / DENIED / CONTINUED

Sign Name

Bred Beach

Print Name

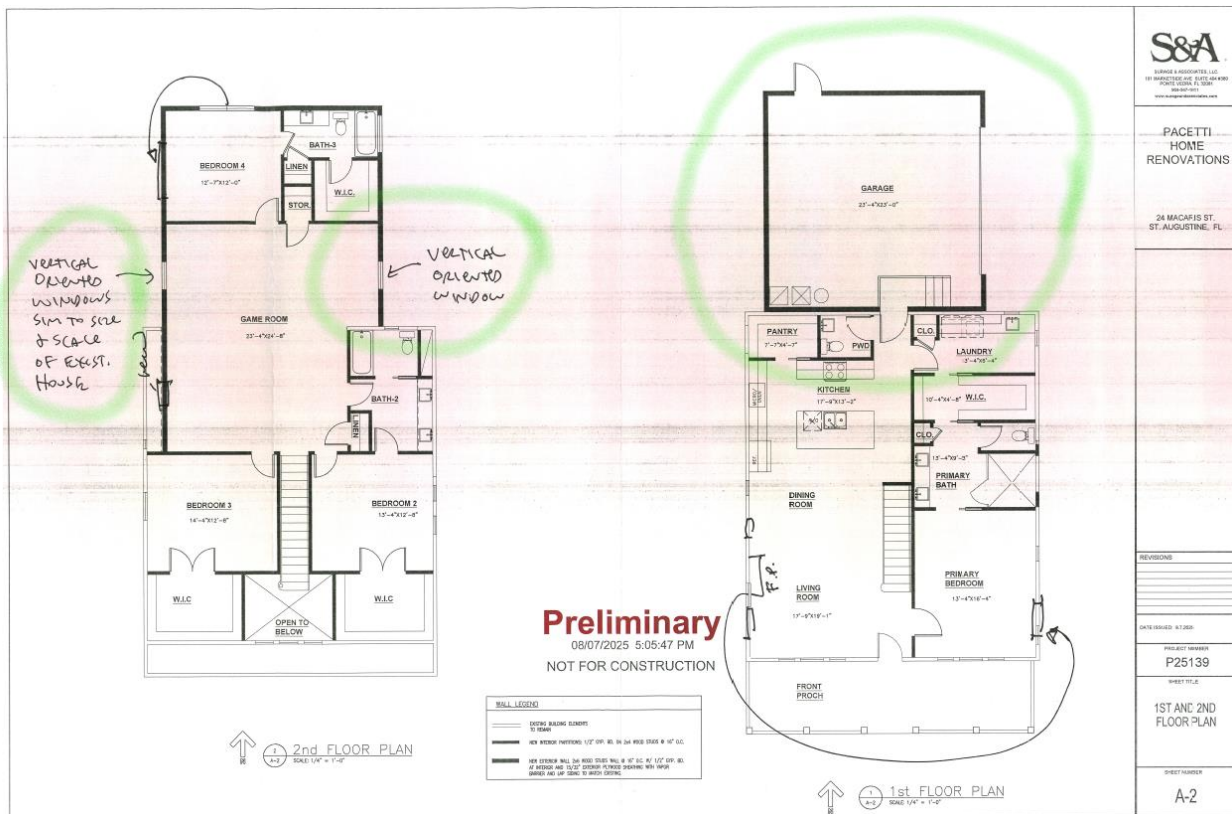
HISTORIC ARCHITECTURAL REVIEW BOARD  
CITY OF ST. AUGUSTINE, FLORIDA

**APPROVES THE APPLICANT'S REQUEST**

**"FOLLOW THE RECOMMENDATIONS**

**AS DRAWN BY THE BOARD FOR THE REAR ADDITION"**

**APPROVED SITE PLAN FOR SAVING STRUCTURE AND  
RENOVATIONS – INCLUDING ATTACHED REAR GARAGE -  
SPECIFICALLY ATTACHED TO HARB ORDER:**





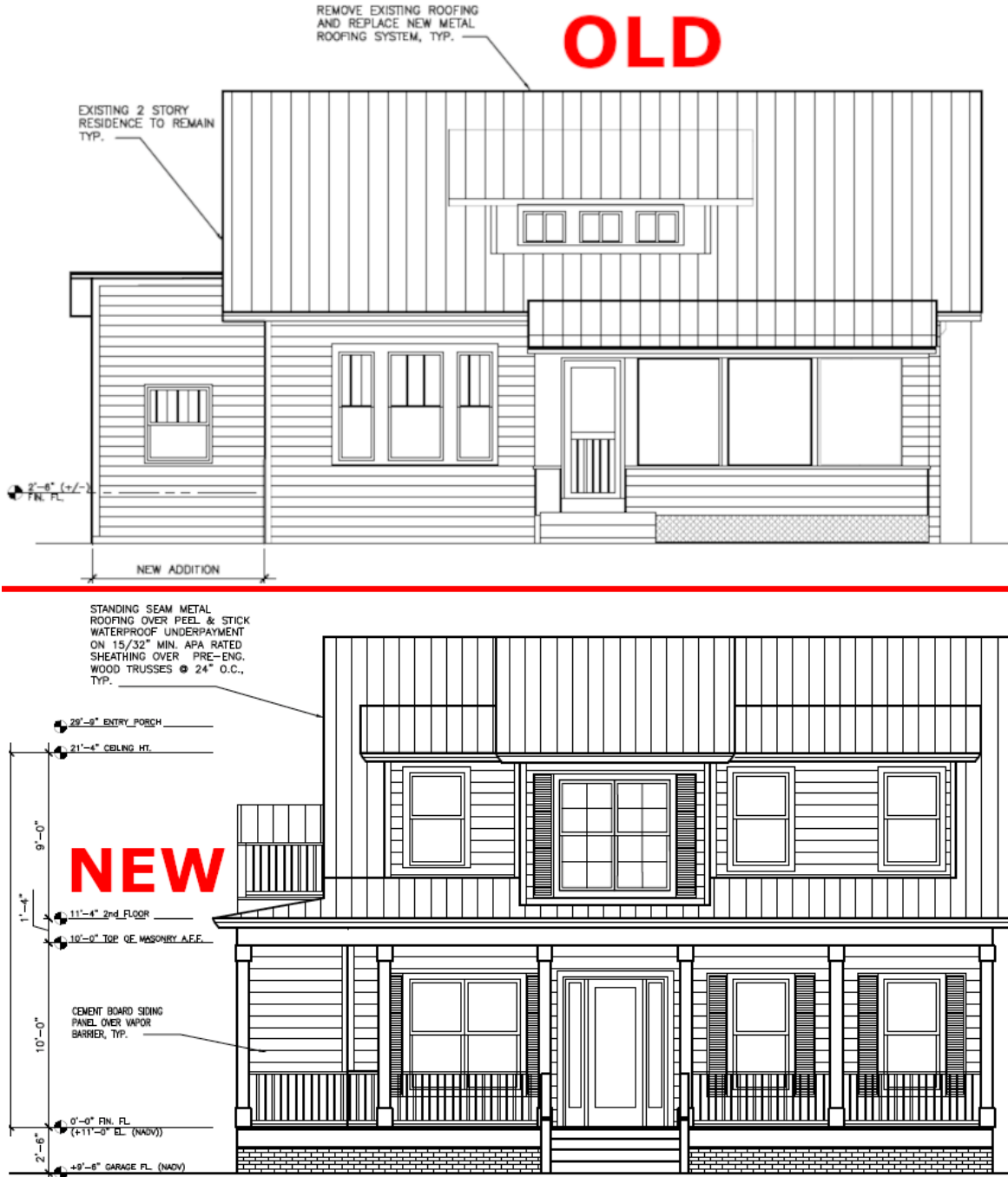


## **SUMMARY AND CONCLUSIONS**

Approval of this reasonable request and this plan, when developed in accordance with the HARB approval and conditions stipulated within the HARB approval order, allows the owner to fulfill their commitment to save this historic residential structure and maintain the streetscape look, as APPROVED by our HARB. Approval allows the owners to restore and renovate the home, as approved, moving the structure to be more appropriately located toward the center of the parcel, removing the detached and encroaching rear garage and replacing it with an attached garage as part of the approved renovations that maintain the front look of the home and streetscape in this historically recognized district. As stated, these HARB approved plans, save the structure, but they require a rear setback variance to attach the garage as part of the renovations. However, and most importantly, they are actually reducing the current extreme rear setback infringement caused by the detached garage as part of these HARB approved plans. Moreover, they hereby seek a rear setback variance to attach the garage as part of the HARB approved renovations.

THEREFORE, we herein request your reasonable review of this request that meets the requirements of our code and is indeed in harmony with the spirit, intent and purpose of our code and comprehensive plan, as shown.





\*This was the originally requested plan to add the addition on the front

The owners instead agreed to add the addition on the back to preserve the structure and the streetscape look as requested, HARB APPROVED, and now they require the rear variance.



# Planning and Zoning Board

Planning Division Staff Report  
 Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
February 3, 2026	5.c.	PZB2026-0014
Request	Address	Parcel ID
Variance	322 Anastasia Blvd.	<a href="#">218080-0000</a>

## Site & Background Information

**Applicant:** Donald Web  
 c/o Flamingo Coffee

**Owner:** Bruce Maguire

**Property Class:** 2200 – Drive-In Restaurants  
 (St. Johns County Property Appraiser)

**Future Land Use Designation:** Commercial Low Intensity

**Zoning Designation:** [Commercial Low-Two \(CL-2\)](#)

**Acreage:** .33

**Neighborhood:** North Davis Shores

**Archaeological Zone:** N/A

## Request Summary

---

This application is a VARIANCE request to reduce the minimum off-street parking requirements at 322 Anastasia Blvd. The approval of this request would allow for the change of use from a traditional restaurant to a drive-through restaurant.

A Drive-through restaurant is a Use by Exception in CL-2 zoning. The property owner, Maguire Land Corp, received a Use by Exception from the Planning and Zoning Board for the drive-through window (PZB2014-0128). The site currently has ten off-street parking spaces.

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

---

Goal, Policy, or Objective	Staff Analysis
<a href="#">Future Land Use Element</a>	
<b>FLUE Policy 6.5.1</b>	<p>Commercial Low Intensity</p> <p>This district is intended to apply to areas where small groups of low intensity commercial uses may be appropriately located to serve within convenient traveling distance from one (1) or several neighborhoods. The district is intended for low traffic generating commercial uses including general retail sales and service-related uses intended to serve the local neighborhoods. In addition, professional and business offices, compatible tourist accommodations and similar uses are encouraged. Appropriate uses may include recreation, public and institutional uses, Open Land (Conservation), multi-family, and residential or non-residential mixed uses.</p>
Historic Preservation Element	
Conservation and Coastal Management Element	
Recreation and Open Space Element	
Transportation and Mobility Element	
Housing Element	
Infrastructure Element	

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

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### [Sec. 28-2. – Definitions.](#)

*Variance* means a relaxation of the terms of this chapter where such variance will not be contrary to the public interest and where, owing to conditions peculiar to the property and not the result of the actions of the applicant, a literal enforcement of this chapter would result in unnecessary and undue hardship on the land. As used in this

chapter, a variance is authorized only for height, area and size of structure or sides of yards and open spaces. Establishment or expansion of uses otherwise prohibited shall not be allowed by variance, nor shall a variance be granted because of the presence of nonconformities in the zoning district or uses in an adjoining zoning district. A modification to lot requirements so as to increase the permitted density of multifamily dwellings shall not be considered a variance and is specifically prohibited.

**Sec. 28-373. – Required off-street parking.**

(d) *Minimum spaces required:*

	Use	1 Spacer Per Gross Floor Area (Sq. Ft.)	1 Space Per Rates Patron Capacity	Special Requirements
<b>Existing Use Parking Requirements</b>				
(27)	Restaurant	75 patron area (nonfixed seating)	or 4 patrons (fixed seating)	and 1 per 200 sq. ft. nonpatron area
<b>Proposed Parking Requirements</b>				
(28)	Restaurant, fast food or drive-through	75 patron area (nonfixed seating)	or 3 patrons (fixed seating)	and 1 per 100 sq. ft. nonpatron area

**A Drive-through restaurant is a Use by Exception in CL-2 zoning. The property owner, Maguire Land Corp, received a Use by Exception from the Planning and Zoning Board for the drive-through window (PZB2014-0128). The site currently has ten off-street parking spaces.**

**A traditional restaurant would require 1 space per 200 square feet of non-patron area at 664 sq ft that requires 4 parking spaces and 1 space per four seats with 20 seats that requires 5 parking spaces for a total of 9 required spaces.**

**A drive-through restaurant would require 1 space per 100 sq ft of non-patron area at 664 sq ft requires 7 spaces and 1 space per 3 patrons with 20 seats requires 7 seats for a total of 14 spaces.**

**The change of use requires five additional spaces and four of those spaces cannot be met on site. The applicant is requesting a variance to the four spaces that exceed the existing parking.**

**Sec. 28-29. – Zoning exceptions, variances and appeals.**

The Planning and Zoning Board may grant a variance only under circumstances where practical difficulty or unnecessary hardship is so substantial, serious and compelling that relaxation of the general restrictions should be granted. No variance shall be granted unless the applicant shall show and the board shall find that:

- a. The particular property, because of size, shape, topography or other physical conditions, suffers singular disadvantage through the operation of this section, which disadvantage does not apply to other properties in the vicinity; and

**The applicant identifies the size of the lot as the singular disadvantage. Staff looked at the lots along Anastasia Blvd from 300 to 420 Anastasia Blvd. and found the average lot size .415 acres and the median lot size is .315acres. The smallest lot was 304 Anastasia at .19 acres, and the largest lot was**

**420 Anastasia at 1.17 acres. However, the site is already developed and according to the St. Johns County Property Appraisers website the building was constructed in 1973 predating the parking requirements.**

- b. Because of this disadvantage, the owner is unable to make reasonable use of the affected property; and

**The applicant states they have already received a Use by Exception for the use but are unable to move forward with a drive-through restaurant without a variance to the Off-street parking requirements.**

- c. This disadvantage does not exist because of conditions created by the owner or applicant; and

**The applicant states that no actions were taken by the owner or applicant to reduce the available parking. Staff note that the site was developed before the current parking requirements.**

- d. Grant of the variance will not be contrary to the public interest; will not adversely affect other property in the vicinity; and will be in harmony with the spirit, intent and purpose of this section.

**Granting this variance request may not be contrary to the public interest, may not adversely affect other properties in the vicinity, and is most likely in harmony with the spirit, intent and purpose of this section.**

### **Staff Recommendation**

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Based on a review of Sec. 28-29 Staff finds that the Board may **APPROVE** the variance request to the minimum off-street parking requirements.

### **Attachments**

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1. Site Maps & Photos
2. Application
3. St. Johns County Property Appraiser Report
4. Parking/Floor Plan

### **Staff Report prepared by:**

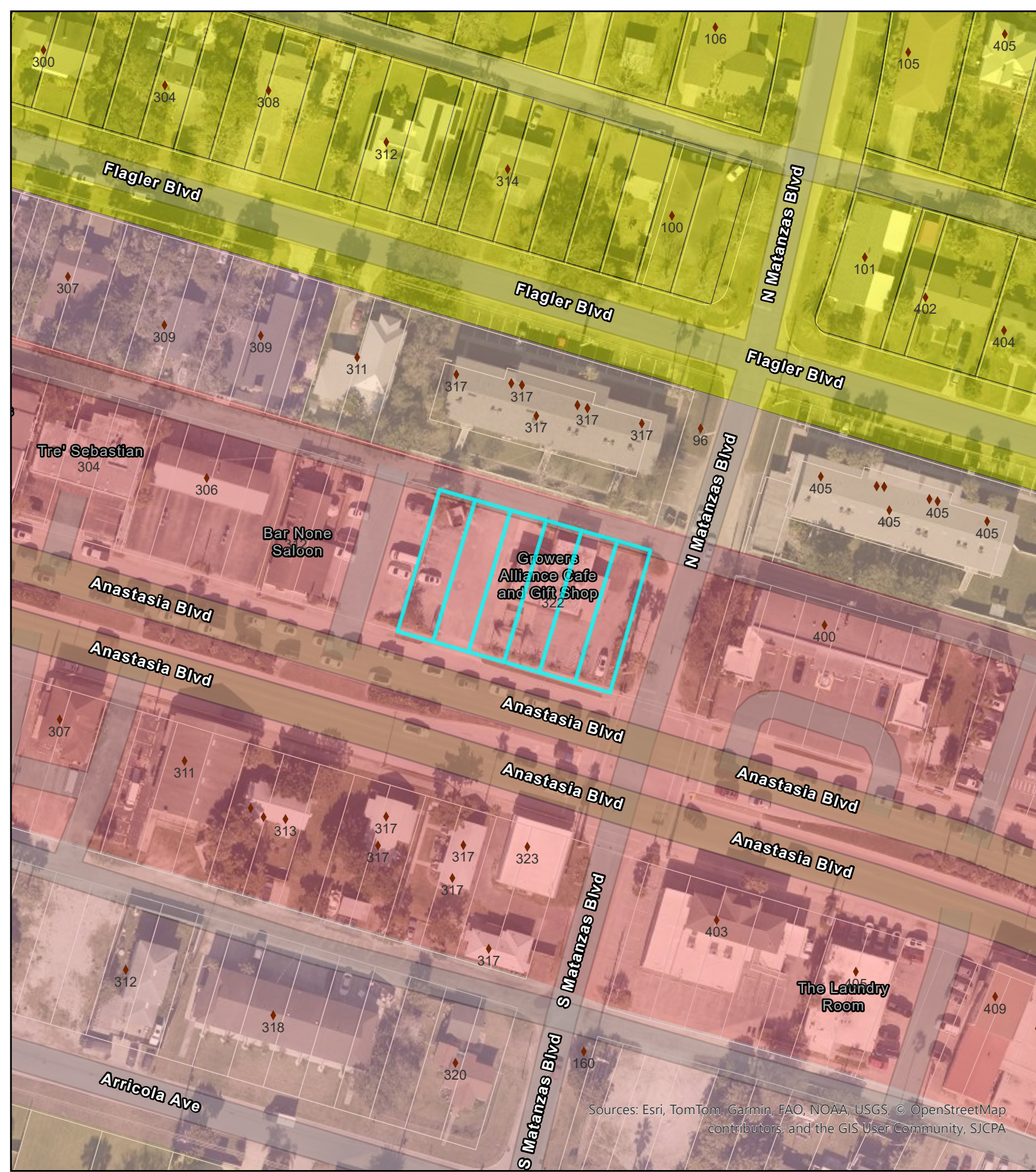
Sarah Daugherty  
Senior Planner  
Planning and Building Department

**Attachment 1:  
Site Maps  
and Photos**

# 322 Anastasia Blvd.



12/13/2025



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, SJCPA

# Zoning Map

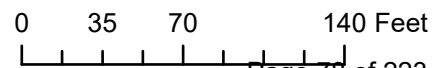
## City of St. Augustine

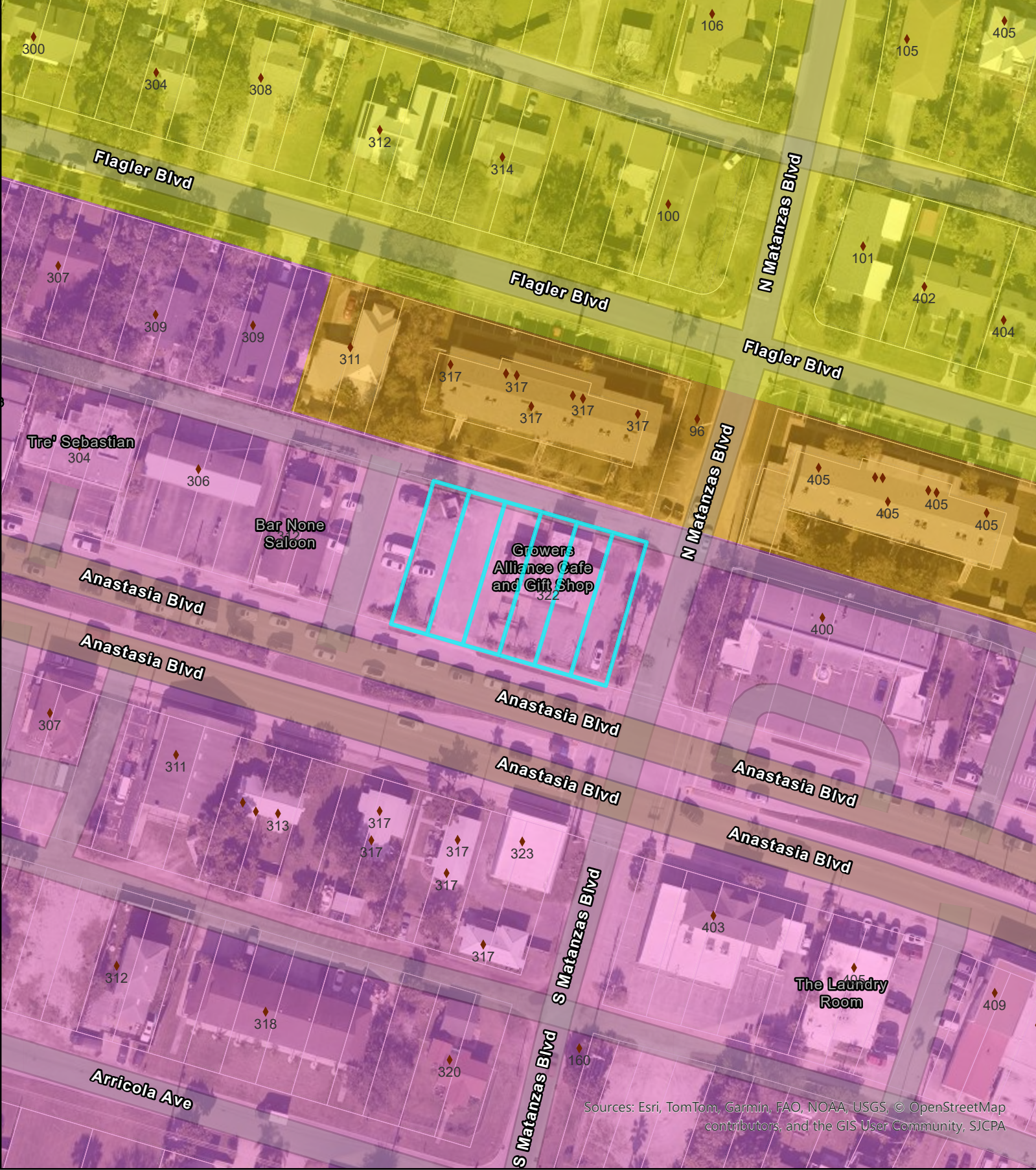
322 Anastasia Blvd.

### Legend

- |                                                                                                                                                                                    |                                                                                                                                                                            |
|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <span style="display: inline-block; width: 15px; height: 15px; background-color: yellow; border: 1px solid black; margin-right: 5px;"></span> Residential Single-Family-Two (RS-2) | <span style="display: inline-block; width: 15px; height: 15px; background-color: lightpink; border: 1px solid black; margin-right: 5px;"></span> Commercial Low-One (CL-1) |
| <span style="display: inline-block; width: 15px; height: 15px; background-color: lightcoral; border: 1px solid black; margin-right: 5px;"></span> Residential General-One (RG-1)   | <span style="display: inline-block; width: 15px; height: 15px; background-color: darkred; border: 1px solid black; margin-right: 5px;"></span> Commercial Low-Two (CL-2)   |

Scale: 1:1,000





Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, SJCPA

# Future Land Use

City of St. Augustine  
322 Anastasia Blvd.

## Legend

- Commercial Low Intensity
- Residential Low Density
- Residential Medium Density

Scale: 1:1,000

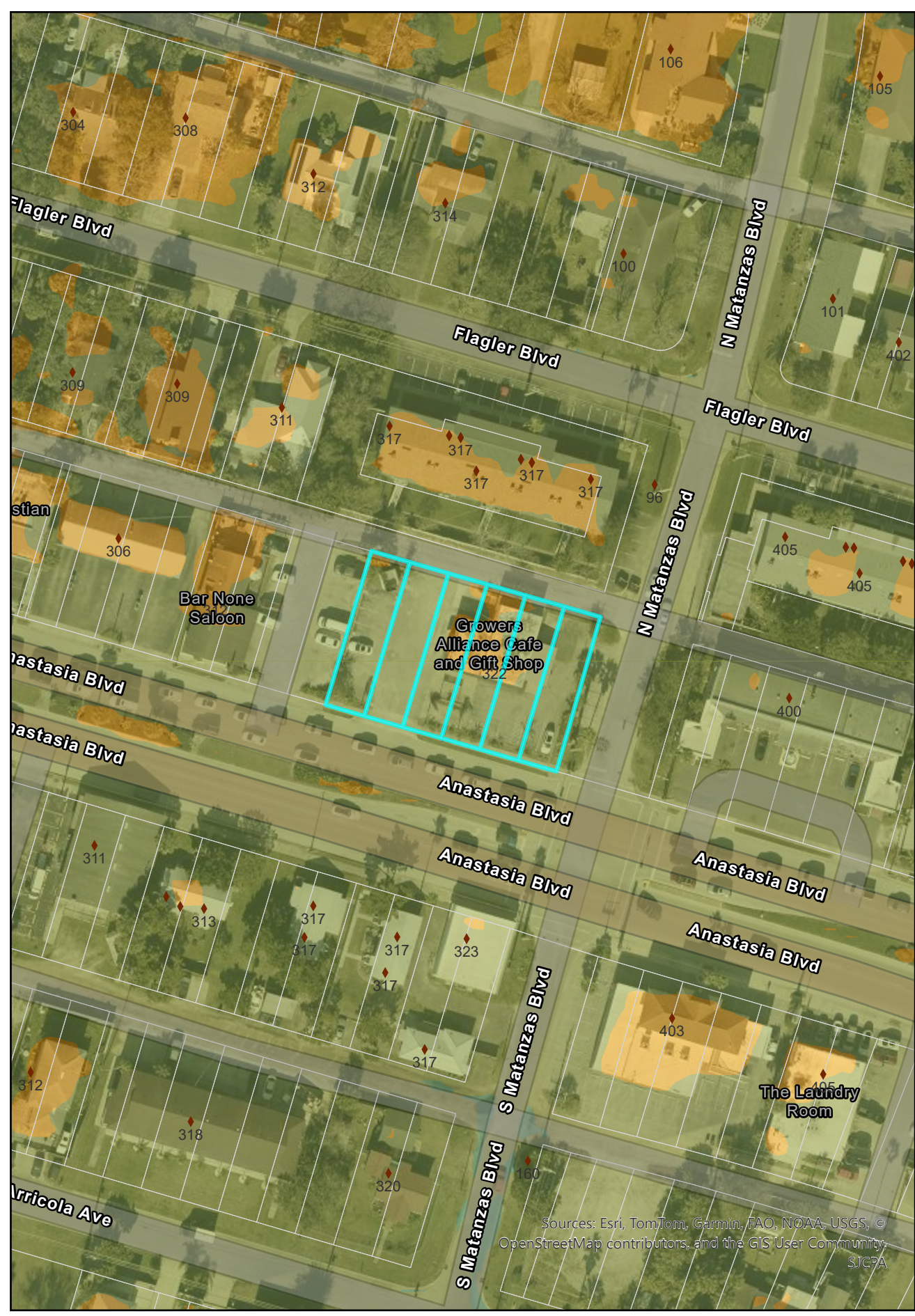


0 30 60 120 Feet



**Legend**

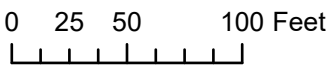
- ◆ SJCAAddressPoints
- SJCParcels
- DEM2018
- Value
- 23.451 to 0
- 0 to 2
- 2 to 4
- 4 to 6
- 6 to 8
- 8 to 10
- 10 to 15
- 15 to 25
- 25 to 50
- 50 to 155



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, ©  
 OpenStreetMap contributors, and the GIS User Community  
 SJCPA



Digital Elevation Model DEM 2018  
 City of St. Augustine  
 322 Anastasia Blvd.  
 Source: 2018 FDEM LiDAR Project



Scale: 1:1,000



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

# FEMA Flood Zones

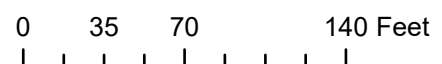
## City of St. Augustine

322 Anastasia Blvd.

### Legend

Flood Zone  
 AE

Scale: 1:1,000



# **Attachment 2: Application**



**CITY OF ST AUGUSTINE  
APPLICATION TO PLANNING AND ZONING BOARD**

Application Fee: \_\_\_\_\_ (plus advertising costs)      Project Number: \_\_\_\_\_  
 Receipt Number: \_\_\_\_\_      Meeting Date: \_\_\_\_\_  
 Advertising Costs: \$ \_\_\_\_\_      Paid On: \_\_\_\_\_      Receipt Number: \_\_\_\_\_

1. NAME OF APPLICANT: Donald Webb      Contact Number: (386) 451-2129  
 Business (if applicable): Flamingo Coffee  
 Address: 322 Anastasia Blvd      City: Saint Augustine      State: FL      Zip: 32080  
 E-Mail Address: donnie@flamingocoffeeroasters.com

2. NAME OF PROPERTY OWNER: Bruce Maguire      Contact Number: 9046693059  
 Business (if applicable): \_\_\_\_\_  
 Address: 297 St George St      City: St Augustine      State: FL      Zip: 32084  
 E-Mail Address: bam297@me.com

3. LEGAL DESCRIPTION OF PROJECT PROPERTY:  
 Lot: \_\_\_\_\_      Block: \_\_\_\_\_  
 Subdivision: Davis Shores      Parcel Number: 2180800000

4. PROJECT STREET ADDRESS: 322 Anastasia Blvd

5. SPECIFIC PROPOSED USE: drive thru

6. ACTION REQUESTED:
- Conservation Zone Development       Appeal of Staff Determination
  - Exception       Land Use Plan Amendment
  - Variance       Rezoning
  - Other: \_\_\_\_\_

7. DESCRIPTION OF ACTION REQUESTED: Requesting parking variance for drive thru use  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

8. JUSTIFICATION FOR ACTION REQUESTED: \_\_\_\_\_  
The property owner (Maguire Land Corp) received a Use by Exception from the Planning and Zoning Board for the use of the drive-through window. (PZB2014-0128)  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

- (a) Does the property because of size, shape, topography or other physical conditions, suffer singular disadvantage, which disadvantage does not apply to other properties in the vicinity; Yes, due to the size of the parcel the property is limited to 10 parking spaces. We are asking for a variance of 4 spaces (14 required). The proposed drive-thru is expected to reduce on-site parking.
- (b) Can you establish that this disadvantage causes the owner to be unable to make reasonable use of the affected property; Yes. Due to the current restrictions, we are unable to use the property as originally intended in our business plan. The drive-through would allow us to reach more of the community. The requested variance enables reinvestment in the existing site while maintaining safe traffic patterns.
- (c) Can you establish that this disadvantage does not exist because of conditions created by the owner or applicant; Yes. No actions were taken by the owner or applicant to reduce the available parking.
- (d) Can you establish that granting of the variance will not be contrary to the public interest; will not adversely affect other property in the vicinity; and will be in harmony with the spirit, intent and purpose of this Section; Yes. Granting the variance will not adversely affect surrounding properties or public interest. The drive-through will make it easier for families to enjoy great coffee without having to leave their vehicle. Furthermore, it would reduce traffic due to less cars pulling out of parking spaces.

10. PREVIOUS APPLICATIONS:

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

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

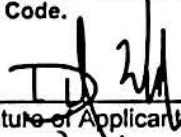
11. AGREEMENT:


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

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

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

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

  
Signature of Applicant 1/28/2026  
Date

 V.P.  
Signature of Property Owner 1/29/26  
Date

*Maguire Land Corp*

04/18/2019



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

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

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

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

Donald Webb

\_\_\_\_\_  
Print name of applicant

\_\_\_\_\_  
Signature of applicant

1/28/2026

\_\_\_\_\_  
Date



Owner's Authorization For Agent

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

BY: *Bruce Maguire*  
Signature of Owner  
Bruce Maguire, V.P. Maguire Land Corp  
Print Name of Owner  
(904) 669-3059  
Telephone Number

State of Florida

County of St. Johns

Signed and sworn before me on this 29 day of JANUARY, 2020

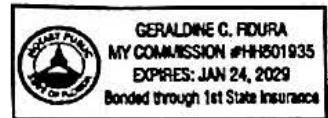
By GERALDINE C. FIDURA

Identification verified:

Oath sworn:  Yes  No

Notary Signature: *Geraldine C. Fidura*

My Commission expires: JAN. 24, 2029



# PZB APPLICATION FEE SCHEDULE

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

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

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

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

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

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

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

322 Anastasia Blvd, St Augustine, FL 32080

Project Address: \_\_\_\_\_  
Donald Webb

Applicant's Name: \_\_\_\_\_ Applicant's Signature:   
Bruce Maguire

Owner's Name: \_\_\_\_\_ Owner's Signature: 

# Attention

**The Planning and Building Department prides itself on customer service, and helping applicants achieve their goals within the parameters of the zoning code.**

**There are circumstances where applicants must go to a public hearing before the Planning and Zoning Board (PZB). There are legal requirements that need to be met to have a hearing before the PZB.**

**Due to the volume of applications and the increasingly complicated nature of applications the following policies and zoning code stipulations will be enforced:**

- All applications must be received by the required deadline established for a specified meeting;
- All applications must be signed by the applicant and property owner, especially if different;
- All applications must be filled out as necessary based on the nature of the application and/or appropriate explanations or narratives describing the requested action must be attached; and,
- All applications must be accompanied by a site plan at an appropriate scale with measurements and level of detail that allows staff to review the application to determine and confirm any and all issues requiring review by the PZB, including an 11 x 17 inch copy of the proposed plan, and any necessary reports, surveys, plans and documents to accompany an application as appropriate.

**Application submittals will be evaluated for completeness. Applications will not be scheduled for a PZB Public Hearing until they are “substantially complete” per Section 28-31 of the Zoning Code.**

**Complying with these submittal requirements will ultimately expedite applications and make the public hearing process more beneficial to all involved. Thank you for your cooperation.**

### **Conservation Overlay Zone Developments:**

- Dock applications for **Conservation Overlay Zone 1** require complete submittal packages that include:
  - a. Survey locations of the proposed docks or modifications to existing docks;
  - b. Plans of the proposed dock or dock modifications;
  - c. Bathometric surveys showing water depths at mean high tide and mean low tide, relationship of the proposed dock to water features, marsh, bank lines, creeks, navigable channels, other site specific issues;
  - d. Aerials of existing conditions, and showing proposed docks and/or water features;
  - e. Details of any railings, features, lighting, dock boxes, fish stations, boat lifts or other items that potentially impact scenic vistas; and,
  - f. Explanation of the impacts according to the 17 criteria outlined in Chapter 11 Conservation Zone Development.
  
- Preserved tree removal and tree canopy issues related to development in **Conservation Overlay Zone 3** require complete submittal packages that include:
  - a. Tree surveys locating all trees on the site 3” diameter and greater;
  - b. Tree survey including the proposed site plan at an appropriate scale to evaluate the proposed development’s impact on the trees, including specific trees and the tree canopy overall;
  - c. An arborist’s report outlining the type, size, condition, and professional opinion of the impact of the development on the trees and the specific condition of any “preserved” trees;
  - d. Explanation of the impacts according to the 17 criteria outlined in Chapter 11 Conservation Zone Development; and,
  - e. A detailed analysis of the proposed tree removal per Chapter 25, known as the Landscape Code, to determine tree credits and debits, and landscaping requirements per the Landscape Code.

### **Planned Unit Development (PUD) Applications:**

Planned Unit Development (PUD) applications must comply with Division 8 of the Zoning Code.

A pre-application meeting is highly recommended prior to PZB submittal.

### **Subdivision Requirements:**

Preliminary subdivision requirements must comply with Chapter 23 of the Land Development Code.

A pre-application meeting is highly recommended prior to PZB submittal.

**Attachment 3:  
St. Johns County  
Property Appraiser  
Report**

# St. Johns County, FL

## Apply for Exemptions

Apply for Exemptions

## Homestead Compliance

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

Homestead Compliance

## 2024 TRIM Notice

2024 TRIM Notice (PDF)

## Summary

Parcel ID	2180800000
Location Address	322 ANASTASIA BLVD SAINT AUGUSTINE 32080-0000
Neighborhood	Coffee/Donuts/Ice Cream Shops - Average (COM) (2200.2)
Tax Description*	3-98 DAVIS SHORES LOTS 39 THRU 44 BLK 29 OR3074/1161 <i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Drive-In Restaurants (2200)
Subdivision	Davis Shores Ocean View Section
Sec/Twp/Rng	17-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.330
Homestead	N

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



## Owner Information

Owner Name [Maguire Land Corp](#) 100%  
 Mailing Address PO BOX 3741  
 SAINT AUGUSTINE, FL 32085-3741

## Map



**Valuation Information**

Assessed Year	2026
Building Value	\$213,897.00
Extra Features Value	\$24,558.00
Total Land Value	\$576,000.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
<b>Just Market</b>	<b>\$814,455.00</b>
Total Deferred	\$142,655.00
<b>Assessed Value</b>	<b>\$671,800.00</b>
Total Exemptions	
<b>Taxable Value</b>	<b>\$671,800.00</b>

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

**Historical Assessment Information**

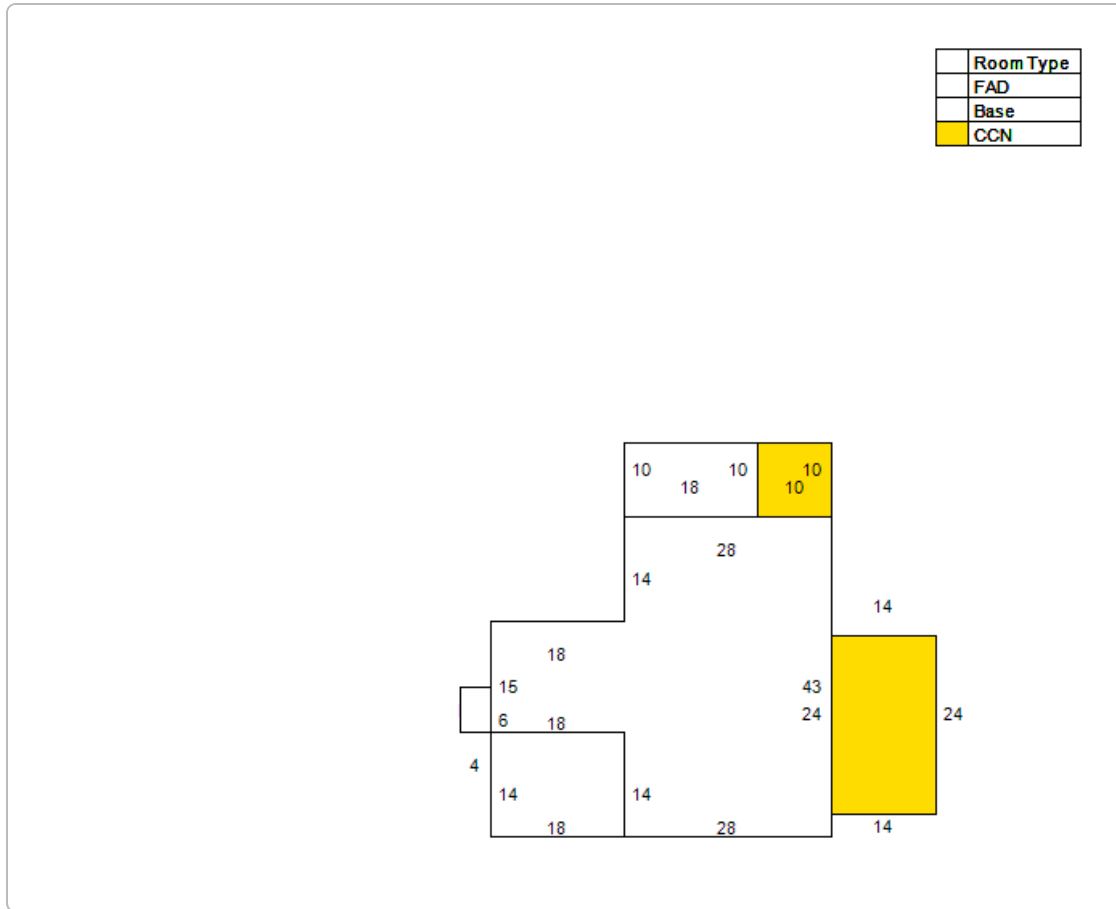
Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	\$206,246	\$26,211	\$504,000	\$0
2024	\$179,056	\$27,686	\$504,000	\$0
2023	\$147,826	\$16,552	\$504,000	\$0
2022	\$137,892	\$18,027	\$360,000	\$0
2021	\$141,777	\$18,027	\$360,000	\$0
2020	\$145,661	\$18,027	\$360,000	\$0
2019	\$140,242	\$18,027	\$288,000	\$0
2018	\$130,806	\$18,027	\$230,400	\$0
2017	\$11,928	\$3,328	\$216,000	\$0
2016	\$5,743	\$3,328	\$216,000	\$0
2015	\$5,743	\$3,328	\$216,000	\$0

**Building Information**

<b>Building</b>	1	<b>Roof Cover</b>	Built Up, Metal
<b>Building Value</b>	\$213,897	<b>Roof Structure</b>	Rigid Frame
<b>Year Built</b>	1973	<b>Interior Flooring</b>	Concrete Finish
<b>Actual Area</b>	2366	<b>Interior Wall</b>	Minimum
<b>Conditioned Area</b>	1930	<b>Heating Type</b>	
<b>Use</b>	Restaurants & Cafeterias (Chain)	<b>Air Conditioning</b>	
<b>Style</b>	05	<b>Bedrooms</b>	
<b>Exterior Wall</b>	Concrete Block, Stone	<b>Baths</b>	

Description	Square Footage
FINISHED CANOPY	336
BASE AREA	1474
ADDITION	180
FINISHED CANOPY	100
BASE AREA	252
BASE AREA	24
Total SqFt	2366

**Sketch Information**



**Extra Feature Information**

Code Description	Status	Value
Concrete Paving - Under 8" (COM)		9967
Asphalt Paving (COM)		11482
Curb (COM)		2081
Masonry Wall (Mix)		1028

**Land Information**

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Restaurants & Cafeterias	150	96	14400	SF	\$576,000

**Sale Information**

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
	3/12/2008	\$650,000.00	WARRANTY DEED	<a href="#">3074</a>	<a href="#">1161</a>	Q	I	322 ANASTASIA BLVD LLC	MAGUIRE LAND CORP
	6/29/2007	\$100.00	TRUSTEES DEED	<a href="#">2945</a>	<a href="#">1328</a>	U	I	SCHIFANELLA ELLEN M TRUSTEE	322 ANASTASIA BLVD LLC
	8/18/1994	\$100.00	QUIT CLAIM DEED	<a href="#">1073</a>	<a href="#">1421</a>	U	I	SCHIFANELLA T, ELLEN M	SCHIFANELLA ELLEN M TRUSTEE

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

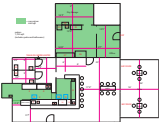
The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.  
[User Privacy Policy](#) | [GDPR Privacy Notice](#)  
 Last Data Upload: 2/11/2026, 3:48:08 AM

Contact Us



**Attachment 4:**  
**Parking/Floor Plan**





97 of 223



# Planning and Zoning Board

Planning Division Staff Report  
 Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
March 3, 2026	5.d.	PZB2026-0015
Request	Address	Parcel ID
Variance	445 Ocean Vista Avenue	<a href="#">158770-0050</a>

## Site & Background Information

**Applicant & Owner:** Paul Huijing

**Property Class:**  
 (St. Johns County  
 Property Appraiser) 0100 – Single Family

**Future Land Use  
 Designation:** Residential Low Density

**Zoning Designation:** [Residential Single-Family-One: RS-1](#)

**Acreage:** 0.09

**Neighborhood:** Lighthouse Park

**Archaeological Zone:** III B

## Request Summary

This application is a VARIANCE request to increase the maximum height for a nonconforming lot from thirty (30) feet to thirty-three (33) feet in the Residential Single Family-One (RS-1) designation at 445 Ocean Vista Ave. The approval of this request would allow for the construction of a third-floor addition with stairs to access an existing roof deck/garden.

## Permit History

2016-0101	Building Permits	BPLEGACY	445 OCEAN VISTA
2016-0118	Demolition	BP - Demolition	445 OCEAN VISTA
PZB2026-0015	Planning and Zoning	PZB	445 OCEAN VISTA

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

Goal, Policy, or Objective	Staff Analysis
Future Land Use Element [ <a href="#">LINK TO DOCUMENT</a> ]	
<p><b>FLUE Policy 6.4.3</b></p> <p>Residential Low Density This district is intended to apply to those neighborhoods designated for single-family dwellings and single-family type uses, as well as those uses compatible with low density single-family uses such as churches, child care centers, public and institutional uses, including schools consistent with the Public Schools Facilities Element, recreation and Open Land (Conservation) as appropriate so as to create and maintain a stable low intensity residential character. For Residential Uses a maximum of 8 single family dwellings per acre.; public and institutional uses are limited to the density and intensity of the most restrictive adjacent land use.</p>	
Historic Preservation Element [ <a href="#">LINK TO DOCUMENT</a> ]	
Conservation and Coastal Management Element [ <a href="#">LINK TO DOCUMENT</a> ]	
Recreation and Open Space Element [ <a href="#">LINK TO DOCUMENT</a> ]	
Transportation and Mobility Element [ <a href="#">LINK TO DOCUMENT</a> ]	
Housing Element [ <a href="#">LINK TO DOCUMENT</a> ]	
Infrastructure Element [ <a href="#">LINK TO DOCUMENT</a> ]	

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

**Sec. 28-2. – Definitions. [[LINK TO SECTION](#)]**

*Variance* means relaxation of the terms of this chapter where such variance will not be contrary to the public interest and where, owing to conditions peculiar to the property and not the result of the actions of the applicant, a literal enforcement of this chapter would result in unnecessary and undue hardship on the land. As used in this chapter, a variance is authorized only for height, area and size of structure or sides of yards and open spaces. Establishment or expansion of uses otherwise prohibited shall not be allowed by variance, nor shall a variance be granted because of the presence of nonconformities in the zoning district or uses in an adjoining zoning district. A modification to lot requirements so as to increase the permitted density of multifamily dwellings shall not be considered a variance and is specifically prohibited.

*Height, building*, means the vertical distance measured from the mandatory freeboard requirement of one (1) foot above the base flood elevation as determined by the Federal Emergency Management Agency to the top of the highest point of the roof or parapet, exclusive of chimneys or other building accessories or ornamental features, for buildings constructed within known flood zones and delineated on the Federal Emergency Management Agency Insurance Rate Map; provided, however, that in instances of buildings outside of such known flood zones, vertical distance shall be measured from the average contact ground level at the front wall of the building.

**Sec. 28-159. - Height restrictions and maximum lot coverage on non-conforming lots of record in single-family residential districts (RS-1 and RS-2).**

Notwithstanding any other provisions of this division 3, the allowable maximum height of structures of more than one story proposed for construction within single-family residential districts (RS-1 and RS-2) on a non-conforming lot of record shall be thirty (30) feet, and such structures shall have a minimum roof pitch of 5/12, with dormers limited to twenty (20) percent of the eave length per side. For the proposed structures subject to this provision, the maximum lot coverage shall be twenty-nine (29) percent in RS-1 and thirty-five (35) percent in RS-2.

**445 Ocean Vista Avenue is a nonconforming lot of record as it does not meet the minimum lot requirements of Residential Single-Family-One (RS-1) of seventy-five (75) feet in width or one-quarter acre in area. Nonconforming lots of record in RS-1 and RS-2 have a reduction in height from thirty-five (35) feet to thirty (30) feet. The applicant is requesting a variance to increase the maximum height to thirty-three (33) feet.**

**Variance Criteria**

Based on Sec. 28-29(b)(1) of the City's Code [[LINK TO SECTION](#)], the Planning and Zoning Board may grant a variance only under circumstances where practical difficulty or unnecessary hardship is so substantial, serious and compelling that relaxation of the general restrictions should be granted. No variance shall be granted unless the applicant shall show and the board shall find that:

- a. The particular property, because of size, shape, topography or other physical conditions, suffers singular disadvantage through the operation of this section, which disadvantage does not apply to other properties in the vicinity; and

**The applicant has stated the singular disadvantage is the small size of the property .09 acres (3920.4 sq ft). The minimum lot size for a conforming RS-1 lot is .25 acres (10,890 sq ft). Staff notes the average lots size for the surrounding lots on Ocean Vista and Santa Monica is .20 notably larger than the applicant's lot.**

- b. Because of this disadvantage, the owner is unable to make reasonable use of the affected property; and

**The applicant states that the house has roof deck/garden that is currently difficult to access. The third-floor addition would allow for easier and safer access to the existing deck. The house fronts the Lighthouse Boat Ramp that is often busy and noisy, and the applicant would like to utilize the existing roof deck as a quiet retreat. The applicant has purchased the house at 445 Ocean Vista Avenue as a retirement home and the renovations are intended to help the applicants age in place.**

- c. This disadvantage does not exist because of conditions created by the owner or applicant; and

**The applicant purchased the home in 2021 and did not design the roof deck with exterior ladder access.**

- d. Grant of the variance will not be contrary to the public interest; will not adversely affect other property in the vicinity; and will be in harmony with the spirit, intent and purpose of this section.

**The applicant states that the added addition will not be visible from Ocean Vista Avenue or the public boat ramp/fishing pier. The addition was intended to be in harmony with the existing modern architecture of the home and an attractive addition to the neighborhood.**

### **Staff Recommendation**

---

Based on a review of Sec. 28-29 staff find that the Board can **APPROVE** variance request to increase the maximum height to thirty-three feet.

### **Attachments**

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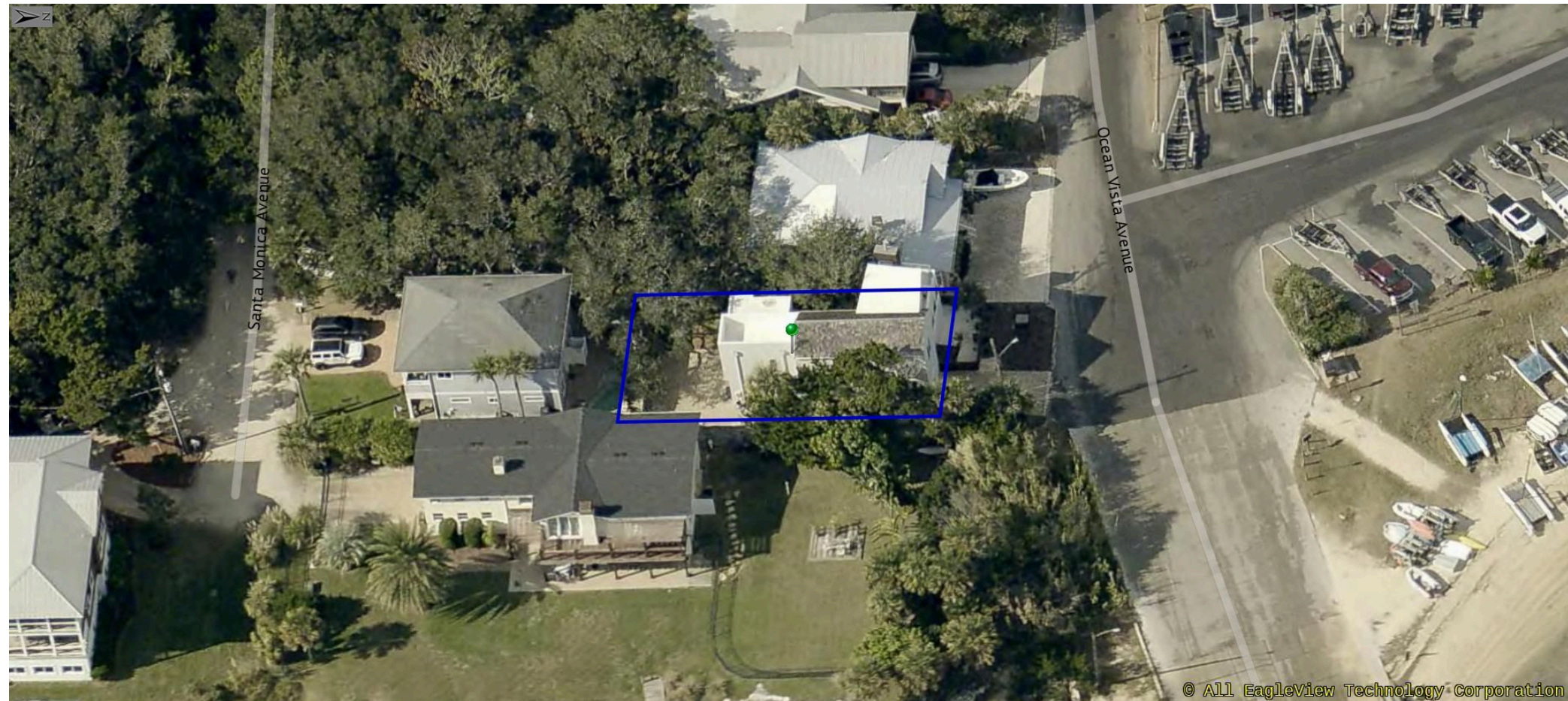
1. Site Maps & Photos
2. Application
3. St. Johns County Property Appraiser Report
4. Supplemental Information

### **Staff Report prepared by:**

Sarah Daugherty  
Planning Manager  
Planning and Building Department

**Attachment 1:  
Site Maps  
and Photos**

# 445 Ocean Vista Ave.



12/13/2025



# Zoning Map

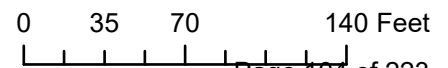
## City of St. Augustine

445 Ocean Vista Ave.

### Legend

- Residential Single-Family-One (RS-1)
- Open Land (OL)
- Government Use (GU)

Scale: 1:1,000



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, SJCPA



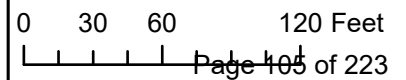
# Future Land Use

City of St. Augustine  
445 Ocean Vista Ave.

## Legend

- Open Land
- Recreation / Open Space
- Public / Semi-Public
- Residential Low Density

Scale: 1:1,000

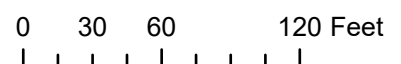




**St Johns County Property Appraiser**  
**Use Classification**  
**City of St. Augustine**  
 445 Ocean Vista Ave.

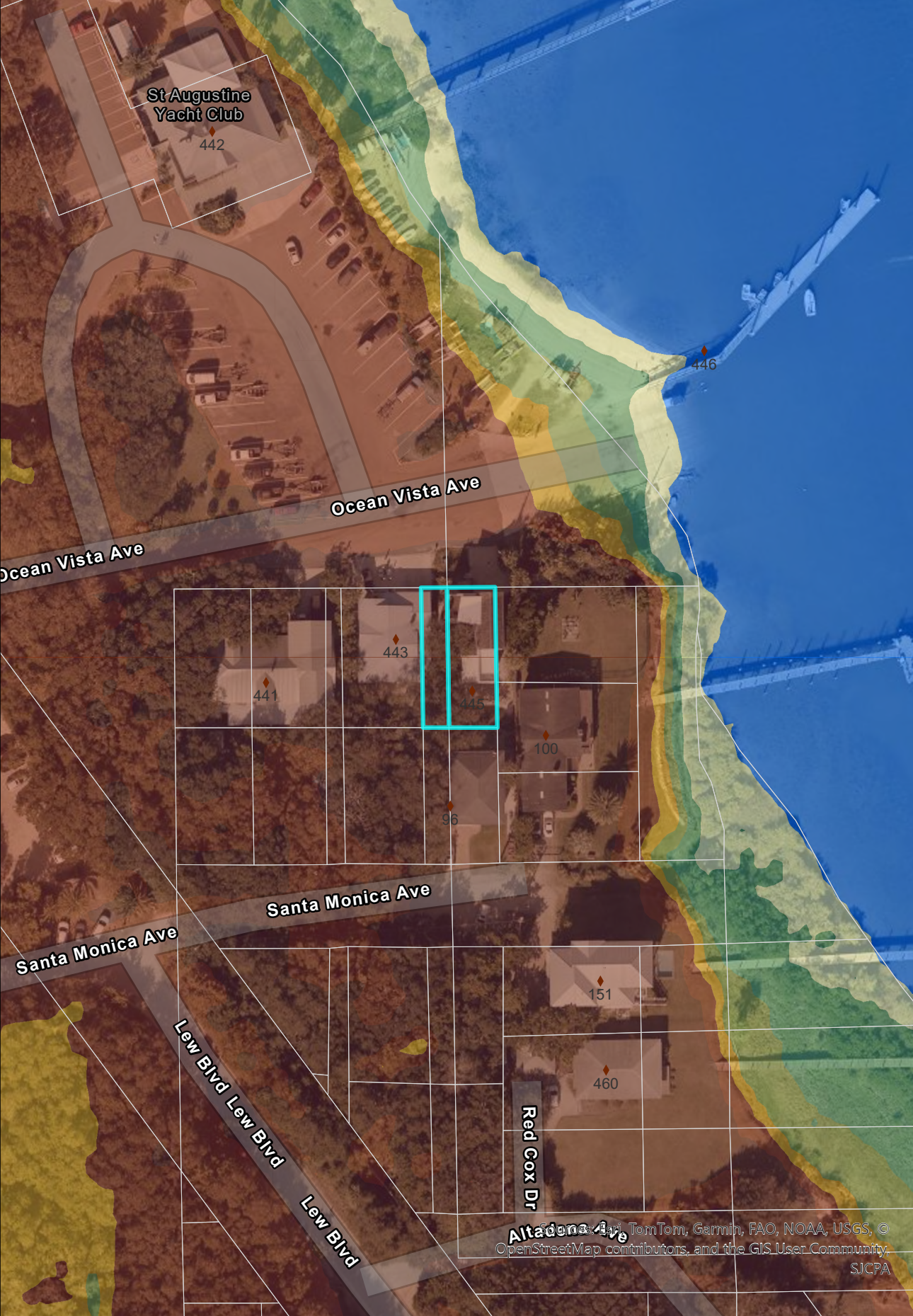
**Legend**  
 ParcelInfo

Scale: 1:1,000



**Legend**

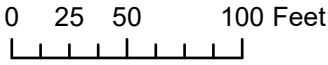
- ◆ SJCAAddressPoints
- SJCParcels
- DEM2018
- Value
- 23.451 to 0
- 0 to 2
- 2 to 4
- 4 to 6
- 6 to 8
- 8 to 10
- 10 to 15
- 15 to 25
- 25 to 50
- 50 to 155



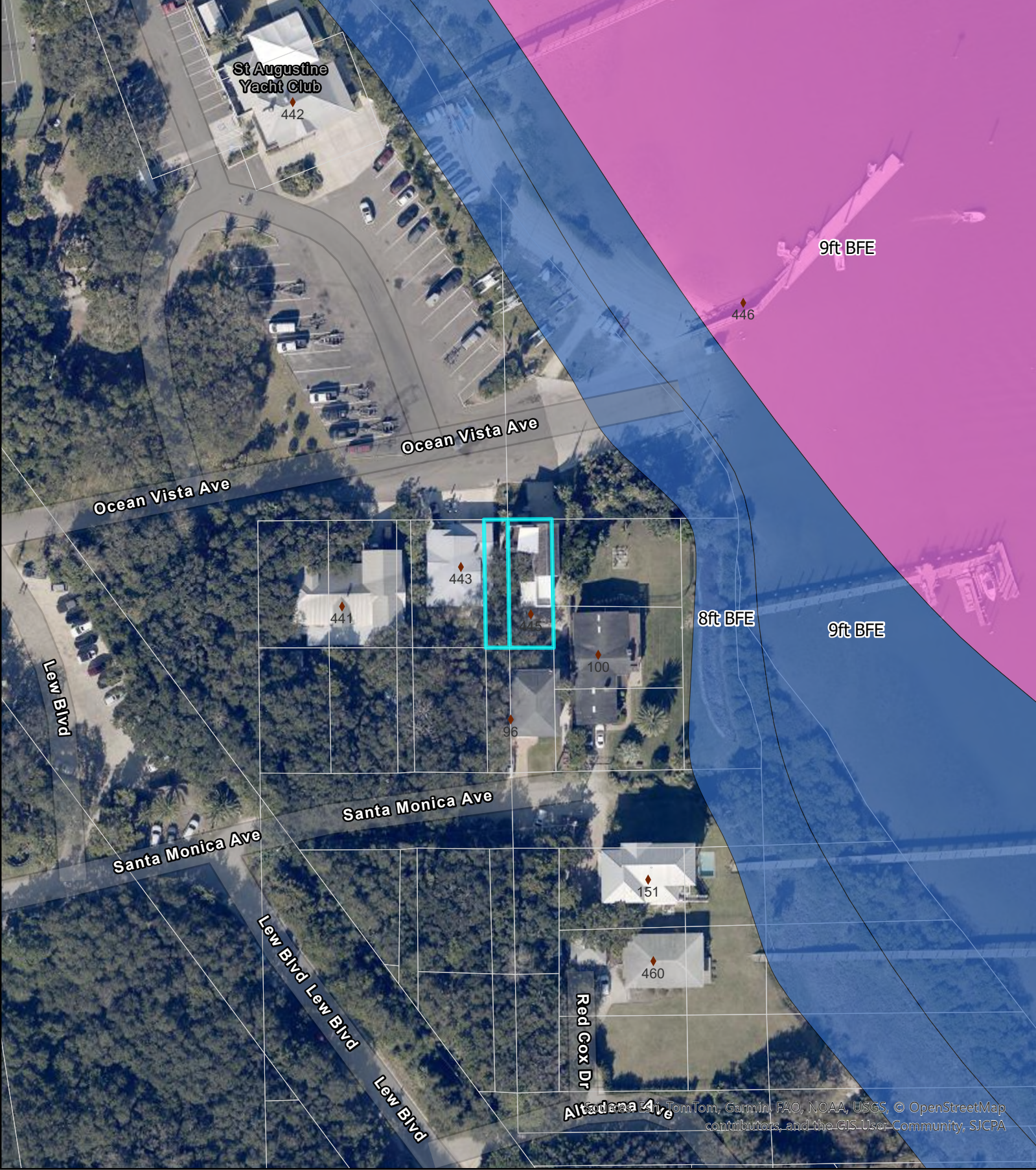
© 2018 TomTom, Garmin, FAO, NOAA, USGS, ©  
 OpenStreetMap contributors, and the GIS User Community,  
 SJCPA



**Digital Elevation Model DEM 2018**  
 City of St. Augustine  
 445 Ocean Vista Ave.  
 Source: 2018 FDEM LiDAR Project



Scale: 1:1,000



# FEMA Flood Zones

## City of St. Augustine

445 Ocean Vista Ave.

**Legend**

Flood Zone

- AE
- VE

Scale: 1:1,000



# **Attachment 2: Application**



**CITY OF ST AUGUSTINE  
APPLICATION TO PLANNING AND ZONING BOARD**

Application Fee: \_\_\_\_\_ (plus advertising costs)      Project Number: \_\_\_\_\_

Receipt Number: \_\_\_\_\_      Meeting Date: \_\_\_\_\_

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

1. NAME OF APPLICANT: Paul Huijing      Contact Number: 413-519-2611

Business (if applicable): \_\_\_\_\_

Address: 445 Ocean Vista Ave.      City: St. Augustine      State: FL      Zip: 32080

E-Mail Address: phinc7@gmail.com

2. NAME OF PROPERTY OWNER: Paul & Christine Huijing      Contact Number: 413-519-2611

Business (if applicable): \_\_\_\_\_

Address: 445 Ocean Vista Ave.      City: St. Augustine      State: FL      Zip: 32080

E-Mail Address: phinc7@gmail.com

3. LEGAL DESCRIPTION OF PROJECT PROPERTY:

Lot: 5      Block: A

Subdivision: Seaside Heights      Parcel Number: 1587700050

4. PROJECT STREET ADDRESS: 445 Ocean Vista Ave.

5. SPECIFIC PROPOSED USE: Single Family

6. ACTION REQUESTED:

Conservation Zone Development       Appeal of Staff Determination

Exception       Land Use Plan Amendment

Variance       Rezoning

Other: \_\_\_\_\_

7. DESCRIPTION OF ACTION REQUESTED: Height variance of 3' max above 30' maximum for non-conforming lot in RS-1 zone to allow construction of code compliant standard staircase to access existing 3rd floor roof deck/garden. Enclose a portion of 3rd floor to add additional bedroom.

8. JUSTIFICATION FOR ACTION REQUESTED: \_\_\_\_\_

Create safer access to existing 3rd floor deck/roof garden using code compliant interior stairs in place of existing exterior fixed ladder & climbing over existing 1/2 wall on roof. Add bedroom for future long-term family member caretaker.

These changes will facilitate our desire to age in place in our home as we get older. For additional information see attachments and online portal submission.

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

(a) Does the property because of size, shape, topography or other physical conditions, suffer singular disadvantage, which disadvantage does not apply to other properties in the vicinity: \_\_\_\_\_  
[See attachments and online portal submission](#)

(b) Can you establish that this disadvantage causes the owner to be unable to make reasonable use of the affected property: \_\_\_\_\_  
[See attachments or online portal submission](#)

(c) Can you establish that this disadvantage does not exist because of conditions created by the owner or applicant: \_\_\_\_\_  
[See attachments and online portal submission](#)

(d) Can you establish that granting of the variance will not be contrary to the public interest; will not adversely affect other property in the vicinity; and will be in harmony with the spirit, intent and purpose of this Section: [See attachments and online portal submission](#)

**10. PREVIOUS APPPLICATIONS:**

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

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



**11. AGREEMENT:**

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

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

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

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

 Digitally signed by 06f91bb3-25bc-4353-ba92-ceed9ceb6e1 Date: 2026.01.23 14:25:57 -05'00'	01/23/2026
Signature of Applicant	Date
 Digitally signed by 06f91bb3-25bc-4353-ba92-ceed9ceb6e1 Date: 2026.01.23 14:26:05 -05'00'	01/23/2026
Signature of Property Owner	Date



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

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

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

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

[Paul Huijing](#)

\_\_\_\_\_  
Print name of applicant

06f91bb3-25bc-4353-ba92-  
ceece9ceb6e1 Digitally signed by  
06f91bb3-25bc-4353-ba92-  
ceece9ceb6e1  
Date: 2026.01.23 14:26:18  
-05'00'

\_\_\_\_\_  
Signature of applicant

**January 23, 2026**

\_\_\_\_\_  
Date



### Owner's Authorization For Agent

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

BY: \_\_\_\_\_  
Signature of Owner  
\_\_\_\_\_  
Print Name of Owner  
\_\_\_\_\_  
Telephone Number

State of \_\_\_\_\_

County of \_\_\_\_\_

Signed and sworn before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

By \_\_\_\_\_

Identification verified:

Oath sworn: \_\_\_\_\_ Yes \_\_\_\_\_ No

Notary Signature: \_\_\_\_\_

My Commission expires: \_\_\_\_\_

# PZB APPLICATION FEE SCHEDULE

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

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

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

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

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

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

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

**445 Ocean Vista Ave. St. Augustine, FL 32080**

Project Address: \_\_\_\_\_

**Paul Huijing**

**Paul Huijing**

Applicant’s Name: \_\_\_\_\_ Applicant’s Signature: \_\_\_\_\_

**Paul Huijing**

**Paul Huijing**

Owner’s Name: \_\_\_\_\_ Owner’s Signature: \_\_\_\_\_

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

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

The small size of our non-conforming lot does not allow us to add an addition beyond the current footprint to our home because of maximum lot coverage and setback requirements. In addition, a significant live oak tree was preserved during construction of the home five years before we purchased it. We love the tree and want to continue to preserve it.

At original construction, a rear 3<sup>rd</sup> floor roof deck/garden was installed and provided with water and electrical service. Access to this roof deck/garden is via a fixed aluminum ladder from primary bedroom balcony and requires scaling a 42" high half wall.

In the front of our home, we abut an area that is a Government Use zoning district. The boat ramp and parking lot are busy/noisy on weekends and holidays. We are seeking to use the rear roof deck as a more private/quiet outdoor space.

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

The existing 3<sup>rd</sup> floor roof deck/garden is only accessible via an exterior fixed ladder from the primary bedroom balcony. This ladder leads to a flat roof that is unprotected from falls at the edges. Accessing the roof deck requires stepping off the ladder onto the flat roof and climbing over a 42" tall ½ wall. As we age, we will no longer be able to do this. My wife Christine is currently not comfortable on the fixed ladder and climbing the ½ wall.

This is our retirement home and we wish to age in place here. Being able to access the quiet rear deck/roof garden safely is an important requirement for our continued enjoyment of our home.

The additional bedroom planned for the 3<sup>rd</sup> floor will make long-term visits by family or caregivers much more sustainable and improve our ability to age in place.

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

Home was constructed in 2016 with current exterior fixed ladder access and climb over ½ wall to the roof deck that was described as a roof garden. We purchased our home in 2021 and had no role in establishing such poor and unsafe access to the rear roof deck/garden.

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

The added height will not be visible from Ocean Vista Avenue, the public boat ramp, St. Augustine Yacht Club, or St. Augustine fishing pier. The general public will not likely notice the addition. We have discussed our plans with all nearby neighbors within sight of the rear addition and they are not opposed to the plan. The addition will be in harmony with the existing modern architecture of the home. The small cantilevers on the 3<sup>rd</sup> floor will add architectural interest and make the addition more attractive to neighbors who can see it.

Thank you for your consideration!

Paul and Christine Huijing

**Attachment 3:  
St. Johns County  
Property Appraiser  
Report**

# St. Johns County, FL

## Apply for Exemptions

Apply for Exemptions

## Homestead Compliance

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

Homestead Compliance

## Sales Questionnaire Form

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

Sales Questionnaire

## 2024 TRIM Notice

2024 TRIM Notice (PDF)

## Summary

**Parcel ID** 1587700050  
**Location Address** 445 OCEAN VISTA AVE  
 SAINT AUGUSTINE 32080-0000  
**Neighborhood** Seaside Heights (631)  
**Tax Description\*** 2-37 SEASIDE HGTS LOT 5 BLK A OR5404/915 & 5726/1930 & 6104/41  
*\*The Description above is not to be used on legal documents.*  
**Property Use Code** Single Family (0100)  
**Subdivision** Seaside Heights Anastasia Island  
**Sec/Twp/Rng** 21-7-30  
**District** City of St Augustine (District 452)  
**Millage Rate** 19.5552  
**Acreage** 0.090  
**Homestead** Y

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



## Owner Information

**Owner Name** Huijing Paul And Christine Joint Revocable Trust 100%  
 Huijing Christine CO-Trustee 100%  
 Huijing Paul CO-Trustee 100%  
**Mailing Address** 445 OCEAN VISTA AVE  
 SAINT AUGUSTINE, FL 32080-0000

## Exemption Information

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

Map



Valuation Information

<b>Assessed Year</b>	<b>2026</b>
Building Value	\$609,193.00
Extra Features Value	\$4,600.00
Total Land Value	\$189,000.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
<b>Just Market</b>	<b>\$802,793.00</b>
Total Deferred	\$0.00
<b>Assessed Value</b>	<b>\$802,793.00</b>
Total Exemptions	\$51,411.00
<b>Taxable Value</b>	<b>\$751,382.00</b>

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

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	\$607,376	\$4,650	\$189,000	\$0
2024	\$589,489	\$4,700	\$189,000	\$0
2023	\$595,504	\$4,750	\$172,480	\$0
2022	\$573,444	\$1,440	\$172,480	\$0
2021	\$472,504	\$1,455	\$154,000	\$0
2020	\$328,207	\$1,470	\$110,000	\$0
2019	\$219,057	\$1,485	\$95,480	\$0
2018	\$221,269	\$1,485	\$95,480	\$0
2017	\$0	\$0	\$95,480	\$0
2016	\$21,333	\$0	\$95,480	\$0
2015	\$21,926	\$0	\$95,480	\$0

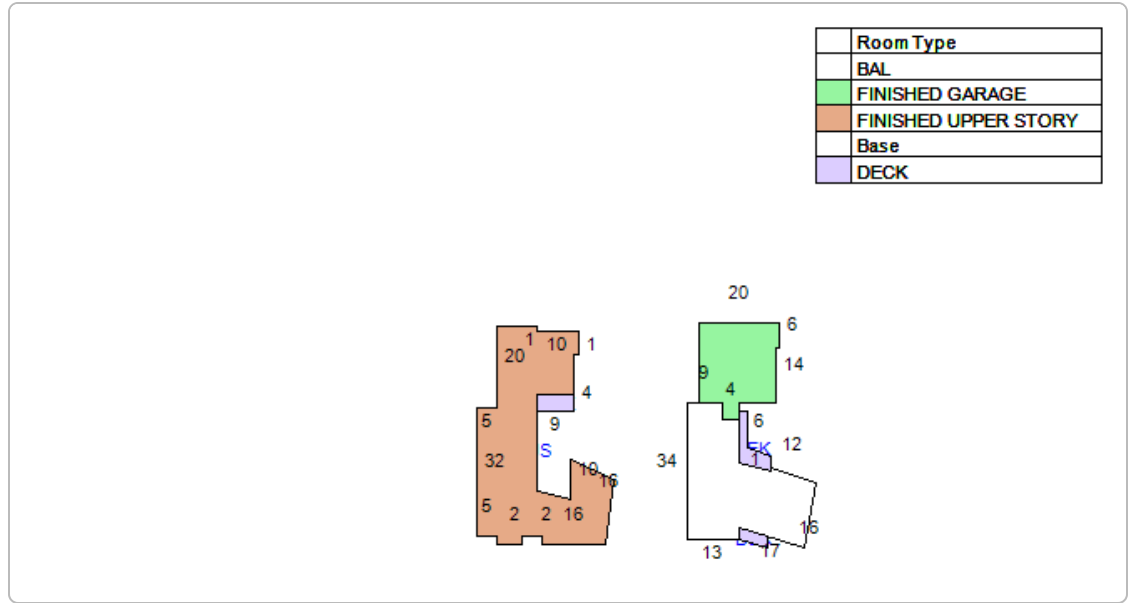
Building Information

<b>Building</b>	1	<b>Roof Cover</b>	Wood Shingle
<b>Building Value</b>	\$609,193	<b>Roof Structure</b>	Gable Hip
<b>Year Built</b>	2017	<b>Interior Flooring</b>	Ceramic Tile, Hardwood
<b>Actual Area</b>	2519	<b>Interior Wall</b>	Drywall
<b>Conditioned Area</b>	1880	<b>Heating Type</b>	Air Duct
<b>Use</b>	Single Family Residence	<b>Air Conditioning</b>	Central
<b>Style</b>	01	<b>Bedrooms</b>	3
<b>Exterior Wall</b>	Stucco	<b>Baths</b>	2.5

Description	Square Footage
FINISHED DECK	21
BASE AREA	720
FINISHED DECK	36
FINISHED UPPER STORY	1124
FINISHED GARAGE	402
FINISHED DECK	52
FINISHED UPPER STORY	36

Description	Square Footage
BALCONY	128
Total SqFt	2519

**Sketch Information**



**Extra Feature Information**

Code Description	Status	Value
Fireplace (Mix)		4600

**Land Information**

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Single Family	45	85	45	EF	\$189,000

**Sale Information**

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
2/26/2025	2/13/2025	\$100.00	WARRANTY DEED	6104	41	U	I	HUIJING PAUL,CHRISTINE	HUIJING PAUL AND CHRISTINE JOINT REVOCABLE TRUST
3/21/2023	3/3/2023	\$100.00	WARRANTY DEED	5726	1930	U	I	HUIJING CHRISTINE,PAUL	HUIJING PAUL AND CHRISTINE JOINT REVOCABLE TRUST D:03/03/23
10/27/2021	10/22/2021	\$860,000.00	WARRANTY DEED	5404	915	Q	I	SOEUR JUMELLE LLC	HUIJING CHRISTINE J
1/30/2019	1/29/2019	\$0.00	WARRANTY DEED	4673	790	U	I	SPRATT COURTNEY A	SOEUR JUMELLE LLC
5/23/2017	5/11/2017	\$705,000.00	WARRANTY DEED	4377	1526	Q	I	REYNOLDS J RORY	SPRATT COURTNEY A
6/29/2015	6/26/2015	\$100.00	QUIT CLAIM DEED	4049	684	U	I	REYNOLDS SUSAN	REYNOLDS J RORY
6/9/2009	5/13/2009	\$158,300.00	WARRANTY DEED	3204	367	Q	I	BARRETT JOSEPH T JR,KIMBERLY	REYNOLDS SUSAN
	1/9/2009	\$0.00	LIS PENDENS	3154	1182	U	I	AMTRUST BANK	BARRETT JOSEPH T JR,KIMBERLY
	6/20/2005	\$375,000.00	WARRANTY DEED	2587	99	Q	I	WHITE DAVID L & CATHERINE H	BARRETT JOSEPH T JR & KIMBERLY
	8/6/2002	\$295,000.00	WARRANTY DEED	1795	1667	Q	I	KEENER LINDA E	WHITE DAVID L,CATHERINE H
	5/17/2000	\$74,000.00	QUIT CLAIM DEED	1501	1317	U	I	KEENER LINDA E & ARNOLD MARCH W	KEENER LINDA E
	4/1/1988	\$164,000.00		779	1898	Q	I		KEENER LINDA E
	9/1/1984	\$94,000.00		654	1733	Q	I		
	3/1/1982	\$80,000.00		532	787	U	I		

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.  
| [User Privacy Policy](#) | [GDPR Privacy Notice](#)  
[Last Data Upload: 2/11/2026, 3:48:08 AM](#)

Contact Us



**Attachment 4:**  
**Supplemental Information**

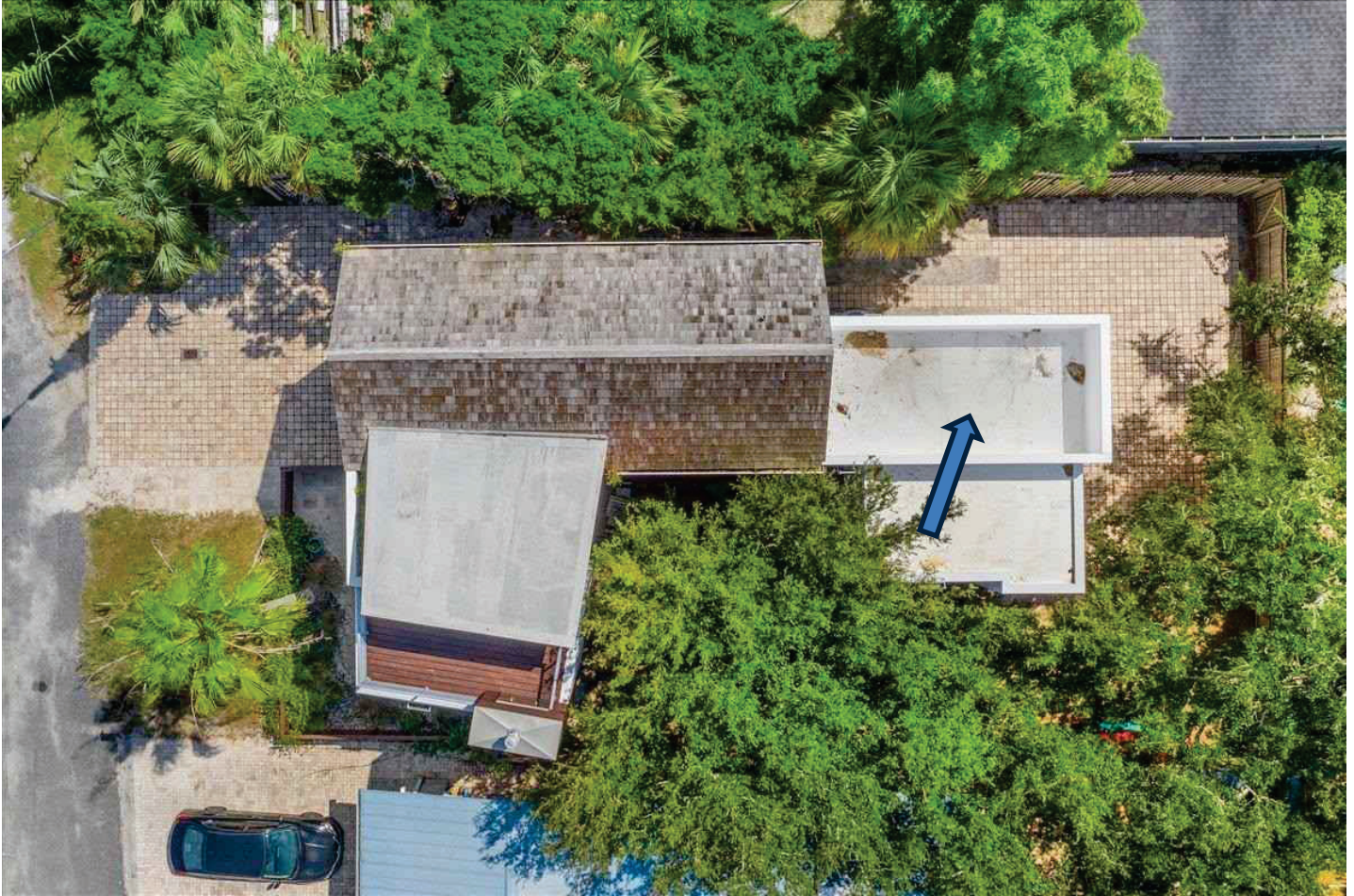
Neighborhood Aerial View from Google Earth:



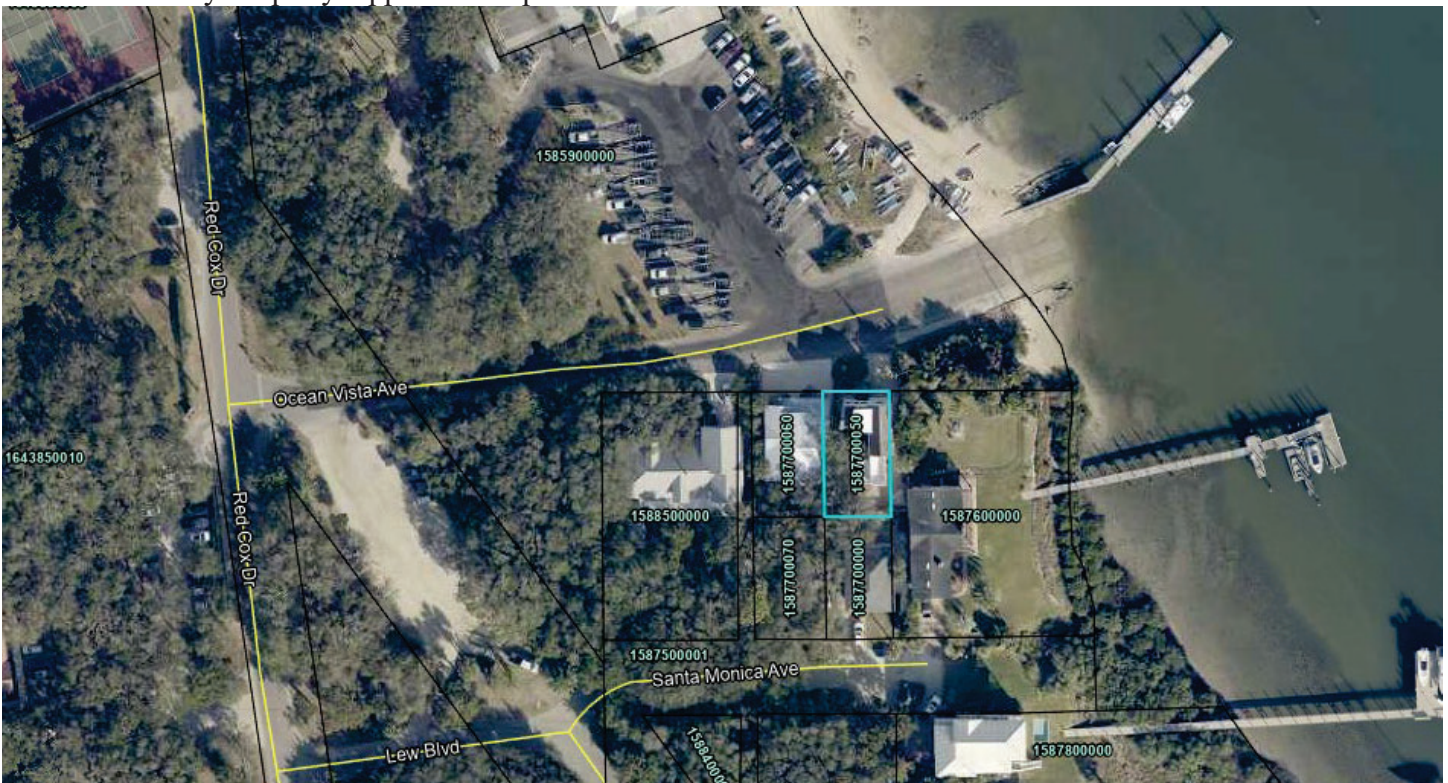
Close Up Neighborhood Aerial View from Google Earth:



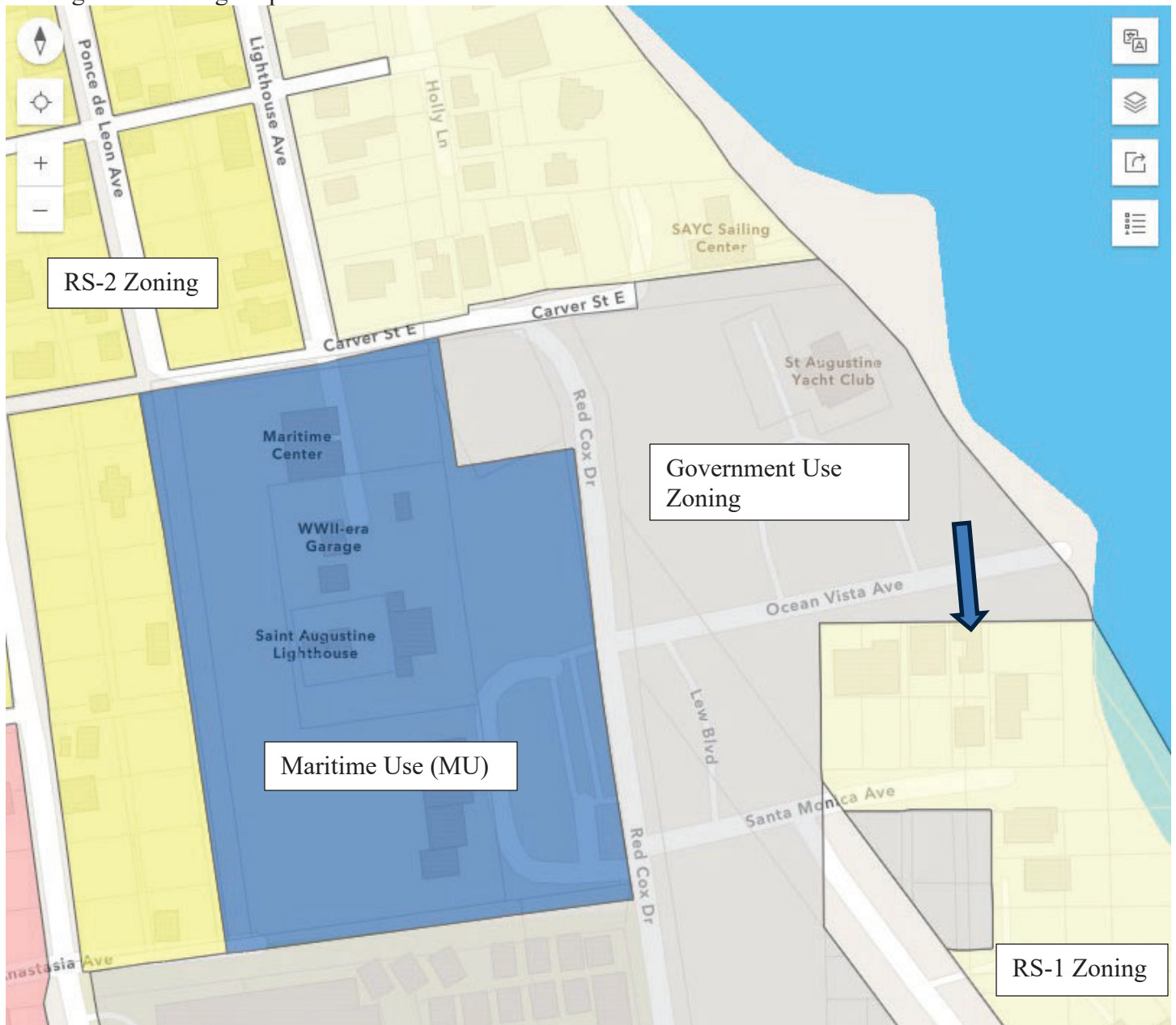
Drone photo showing trees shielding view of flat existing roof deck area in rear where improved/safer access is proposed (at blue arrow).



St. Johns County Property Appraiser Map:



St. Augustine Zoning Map:

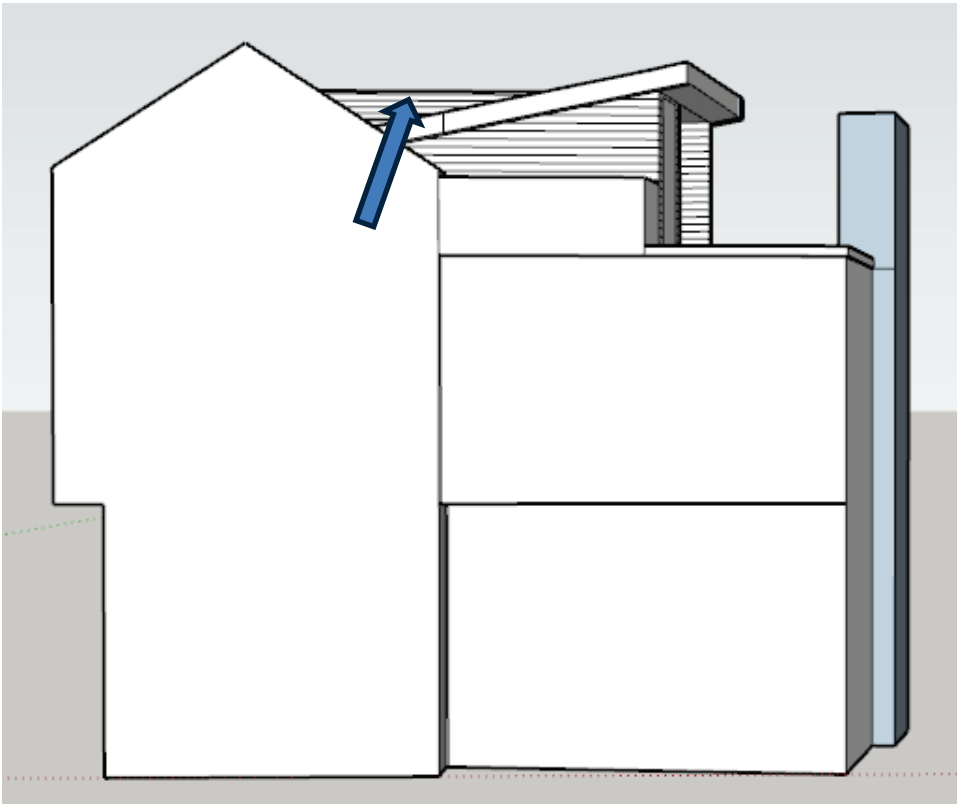


Existing Home and Renderings of Proposed Addition:

View from Ocean Vista Avenue:



Rendering of 3<sup>rd</sup> story rear addition viewed from road. When standing on Ocean Vista Avenue, addition (at blue arrow) will not be visible due to location of addition at rear and existing trees blocking views from between homes.



View along sides of home showing existing trees obscuring sightlines to rear addition from street.



View from St. Augustine Yacht Club will be unaffected with view of addition blocked by trees



View from St. Augustine fishing pier will be unaffected with view of addition substantially blocked by trees



Photo of existing 3<sup>rd</sup> story roof deck/roof garden with existing ½ wall at southeast corner. Existing half wall indicated by blue arrows.



Rendering of 3<sup>rd</sup> story rear addition at southeast existing roof deck:

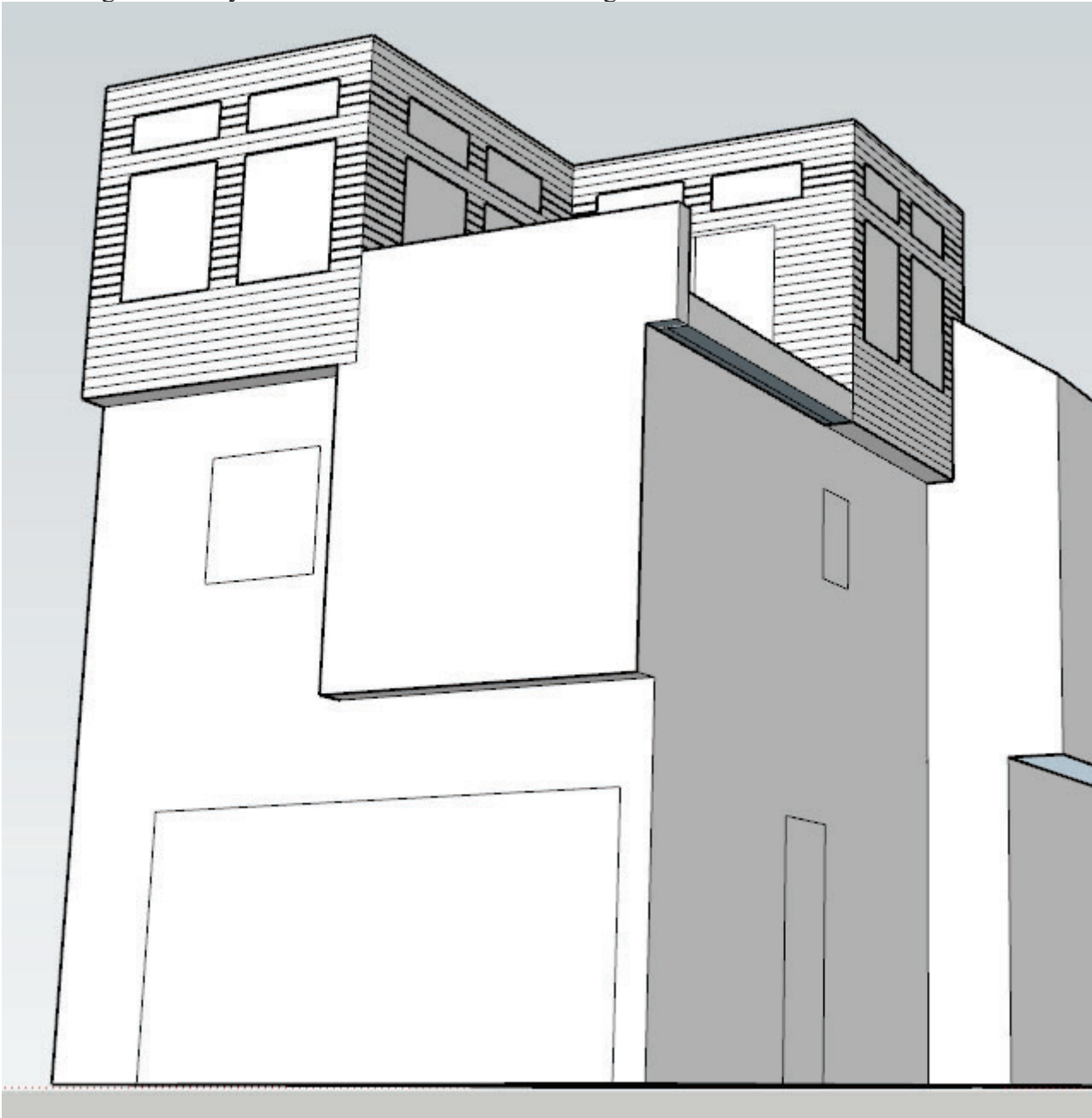
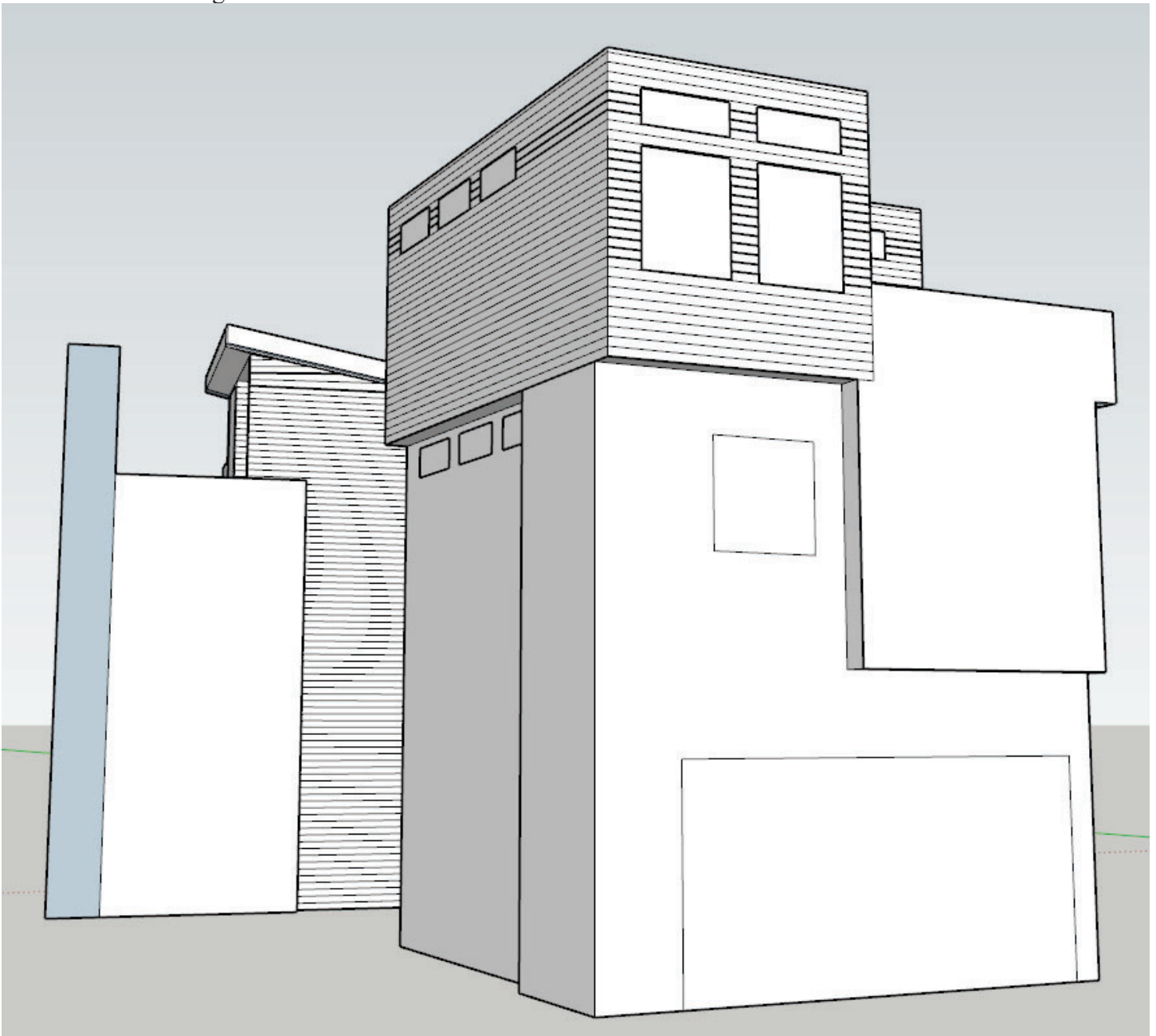


Photo of existing 3<sup>rd</sup> story roof deck at southwest corner. Existing ½ wall indicated by blue arrow at top right of photo.

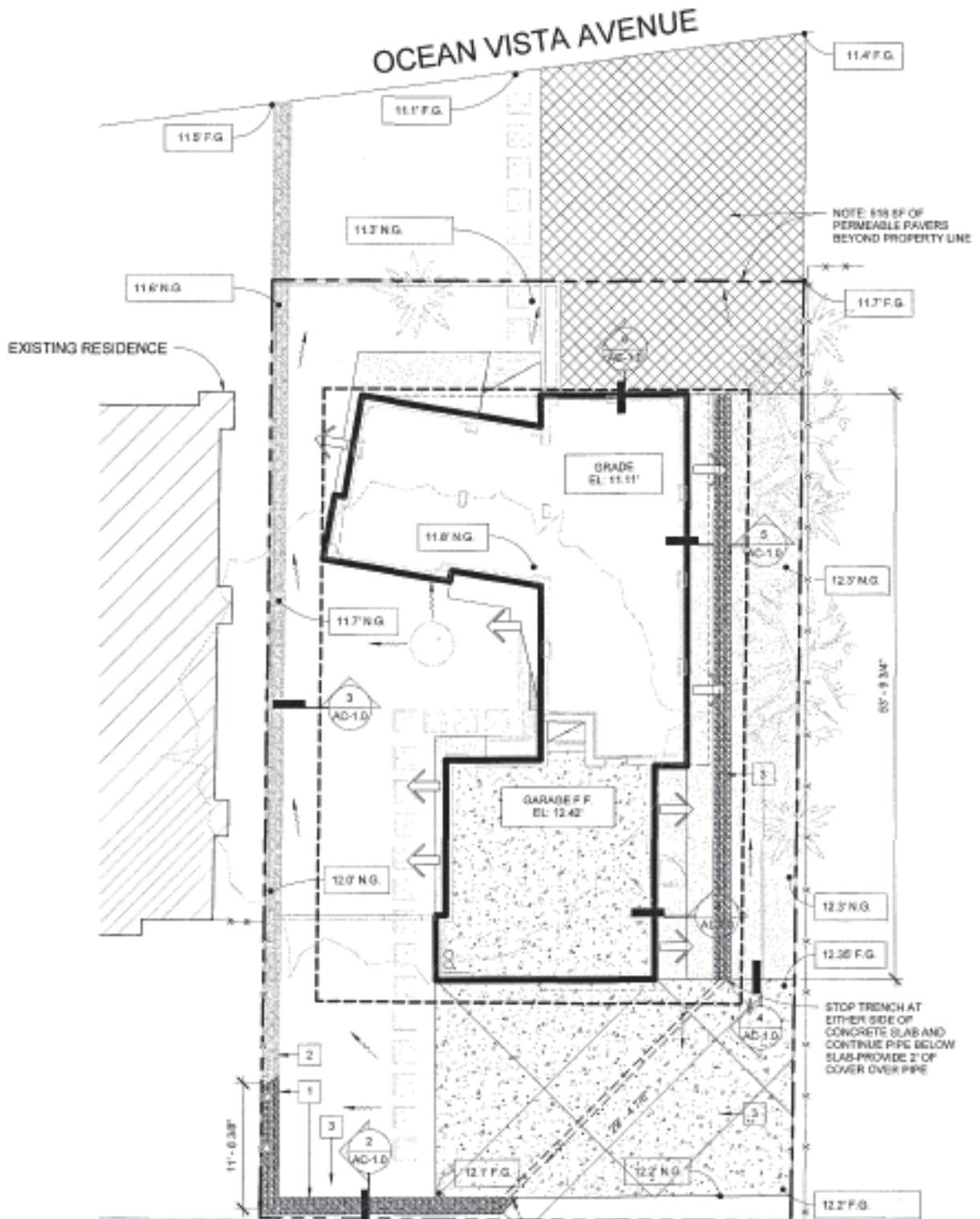


Rendering of 3<sup>rd</sup> story addition at southwest corner. View of rear addition will be substantially obscured by live oak tree from this angle.



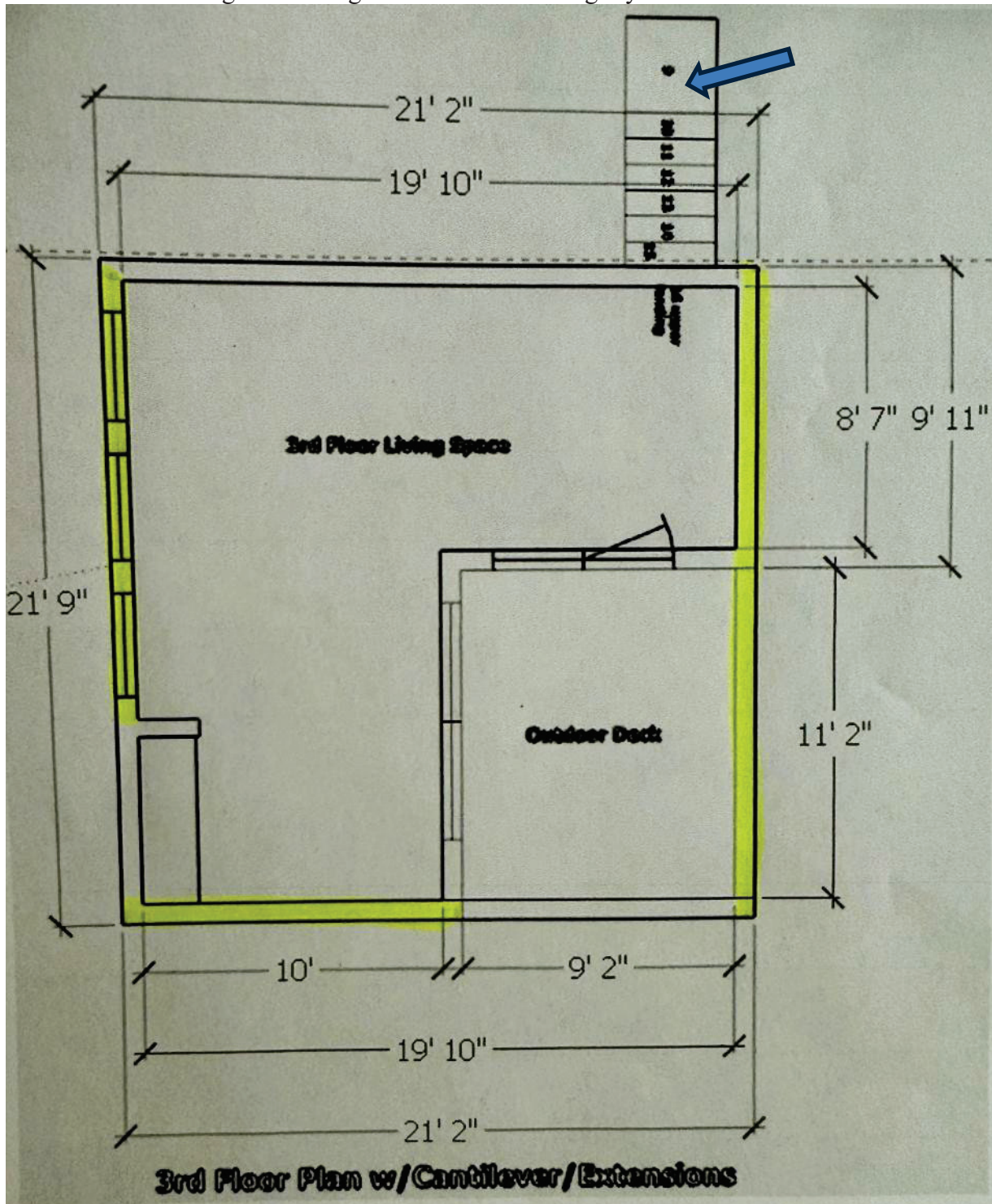
Conformance of current home with RS-1 Setbacks shown on 2016 building plan. Small 12" cantilever overhangs will be constructed within setbacks. These will add architectural interest and allow the addition to be more attractive for neighbors that can see it. The overhangs will also enhance the moisture protection of the wood-framed walls with stucco siding below the addition.

Our site has a permeable paver driveway including rear garage turn around area. Our home is on piers so storm water can run under the house rather than being pushed onto neighboring lots. All lot surfaces allow water infiltration. All roof water is directed into drywells. The roof water from the 3<sup>rd</sup> floor addition will be directed to these drywells. No water leaves the lot during rain events currently and this will continue after the addition is constructed.



3<sup>rd</sup> floor roof deck and bedroom floorplan shown below. Yellow highlighted areas show location of 12" cantilever overhangs within required setbacks. These will add architectural interest to the exterior and enable the addition to be more attractive to close neighbors that can see it. Also, the simplified configuration of the addition will speed construction and minimize the time the house is without a roof. The 3<sup>rd</sup> floor will have 340 square feet of living space and 116 square feet of open deck.

Partial floor plan of code compliant stairs for access from 2<sup>nd</sup> floor interior stairs at blue arrow. Interior stairs will be easier to navigate as we age and will not be unsightly as exterior stairs can be.



**Improving access to existing 3<sup>rd</sup> floor roof deck/roof garden:**

Current access to 3<sup>rd</sup> floor rear roof deck is only possible via fixed ladder from primary bedroom balcony (blue arrow in photo below). This ladder leads to a flat roof that is unprotected at edges. Accessing the roof deck requires climbing over 42" half wall. This is currently difficult and as we age, we will no longer be able to do this. With alternate access, this balcony will be incorporated into the primary bedroom.



Close up of ladder:



Top of ladder from roof outside of roof deck area.



Accessing roof deck requires climbing off ladder to unprotected flat roof area and then scaling 42" half wall. Future access to roof deck from interior code compliant stairs will be through gable end wall at blue arrow.



PROPERTY ADDRESS:  
 445 OCEAN VISTA AVENUE  
 ST. AUGUSTINE, FL 32080

SURVEY NUMBER: 503593  
 CLIENT FILE NUMBER: 21-2198

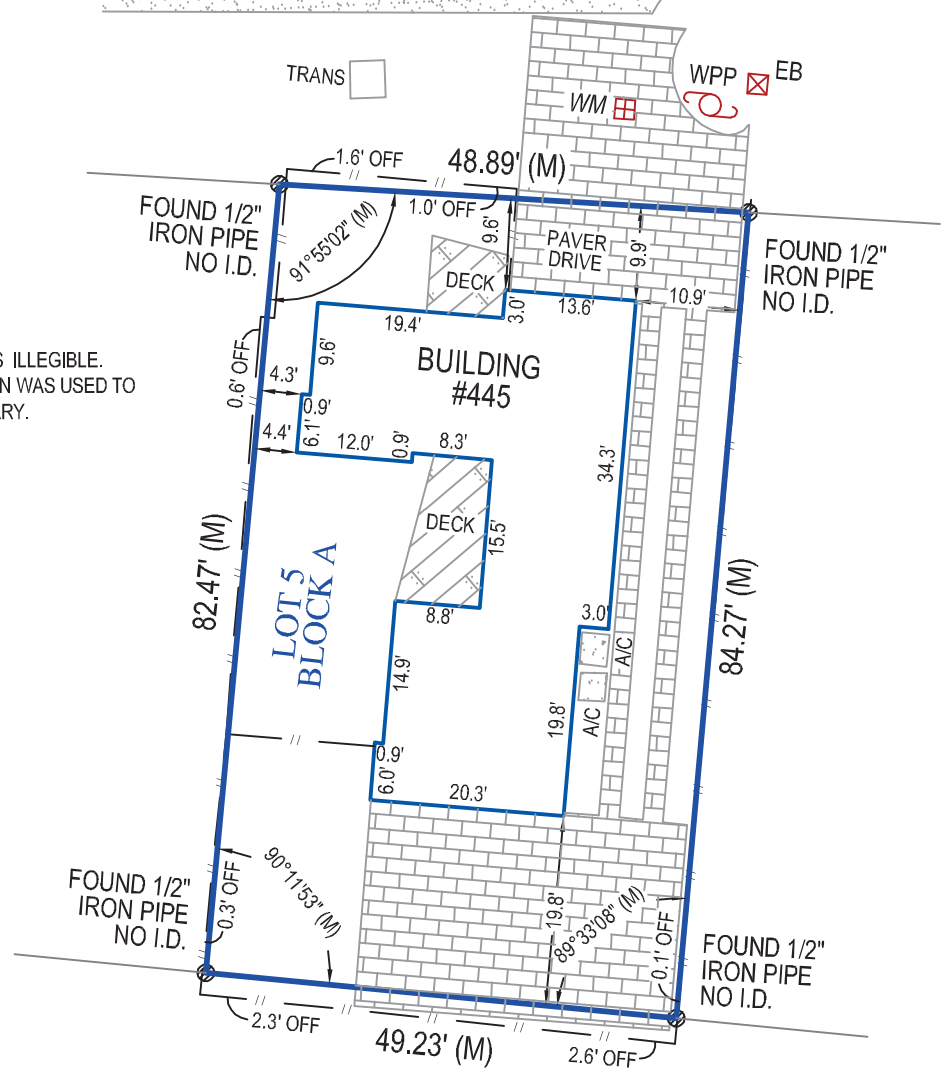
**SYMBOL DESCRIPTIONS:**

- |  |                      |  |                   |
|--|----------------------|--|-------------------|
|  | = CATCH BASIN        |  | = MISC. FENCE     |
|  | = CENTERLINE ROAD    |  | = PROPERTY CORNER |
|  | = COVERED AREA       |  | = UTILITY BOX     |
|  | = EXISTING ELEVATION |  | = UTILITY POLE    |
|  | = HYDRANT            |  | = WATER METER     |
|  | = MANHOLE            |  | = WELL            |
|  | = METAL FENCE        |  | = WOOD FENCE      |

**ABBREVIATION DESCRIPTION:**

- |          |                                  |
|----------|----------------------------------|
| A/C      | AIR CONDITIONER                  |
| C        | CENTERLINE                       |
| Δ        | CENTRAL / DELTA ANGLE            |
| I.D.     | IDENTIFICATION                   |
| L        | LENGTH                           |
| LB       | LICENSED BUSINESS                |
| N.A.V.D. | NORTH AMERICAN VERTICAL DATUM    |
| N.G.V.D. | NATIONAL GEODETIC VERTICAL DATUM |
| OHL      | OVERHEAD UTILITIES               |
| P.C.     | POINT OF CURVATURE               |
| P.C.C.   | POINT OF COMPOUND CURVE          |
| P-K      | PARKER KYLON NAIL                |
| P.R.C.   | POINT OF REVERSE CURVE           |
| PSM      | PROFESSIONAL SURVEYOR MAPPER     |
| P.T.     | POINT OF TANGENCY                |
| R        | RADIAL / RADIUS                  |
| R/W      | RIGHT OF WAY                     |

THE PLAT OF RECORD IS ILLEGIBLE.  
 FOUND MONUMENTATION WAS USED TO  
 ESTABLISH THE BOUNDARY.



**SURVEY NOTES**  
 PAVER DRIVE CROSSING INTO R/W  
 ON NORTHERLY SIDE OF LOT.

THERE ARE FENCES NEAR THE BOUNDARY  
 OF THE PROPERTY

**GENERAL NOTES:**

- |                                                                                                                   |                                                                                                                                                                                                                              |
|-------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1) LEGAL DESCRIPTION PROVIDED BY OTHERS                                                                           | 6) DIMENSIONS SHOWN HEREON ARE PLAT AND MEASURED UNLESS OTHERWISE NOTED                                                                                                                                                      |
| 2) THE LANDS SHOWN HEREON WERE NOT ABSTRACTED FOR EASEMENTS OR OTHER RECORDED ENCUMBRANCES NOT SHOWN ON THE PLAT. | 7) FENCE OWNERSHIP NOT DETERMINED                                                                                                                                                                                            |
| 3) UNDERGROUND PORTIONS OF FOOTINGS, FOUNDATIONS OR OTHER IMPROVEMENTS WERE NOT LOCATED.                          | 8) ELEVATIONS, IF SHOWN, ARE BASED ON N.G.V.D. 1929 DATUM, UNLESS OTHERWISE NOTED.                                                                                                                                           |
| 4) WALL TIES ARE TO THE FACE OF THE WALL AND ARE NOT TO BE USED TO RECONSTRUCT BOUNDARY LINES.                    | 9) IN SOME INSTANCES, GRAPHIC REPRESENTATION HAVE BEEN EXAGGERATED TO MORE CLEARLY SHOW RELATIONSHIPS BETWEEN PHYSICAL IMPROVEMENTS AND/OR LOT LINES. IN ALL CASES, DIMENSIONS ARE TO THE CENTERLINE UNLESS OTHERWISE NOTED. |
| 5) ONLY VISIBLE ENCROACHMENTS ARE LOCATED.                                                                        |                                                                                                                                                                                                                              |



# Planning and Zoning Board

Planning Division Staff Report  
 Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
March 3, 2026	5.e.	PZB2026-0016
Request	Address	Parcel ID
Variance	31 Hybiscus Avenue	<a href="#">149870-0320</a>

## Site & Background Information

**Applicant:** Shane J. Johnston  
 c/o Generation Homes, LLC

**Owner:** Elizabeth Sadow

**Property Class:**  
 (St. Johns County  
 Property Appraiser) 0100 – Single Family

**Future Land Use  
 Designation:** Residential Low Density

**Zoning Designation:** [Residential Single-Family-Two: RS-2](#)

**Acreage:** 0.21

**Neighborhood:** Fort Mose Gardens

**Archaeological Zone:** I E

## Request Summary

This application is a VARIANCE request to reduce the side yard setback from ten (10) feet to five feet in the Residential Single Family-Two (RS-2) designation at 31 Hybiscus Avenue. The approval of this request would allow the construction of an addition on the rear of the property.

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

Goal, Policy, or Objective	Staff Analysis
Future Land Use Element [ <a href="#">LINK TO DOCUMENT</a> ]	
<p><b>FLUE Policy 6.4.3</b></p> <p>Residential Low Density This district is intended to apply to those neighborhoods designated for single-family dwellings and single-family type uses, as well as those uses compatible with low density single-family uses such as churches, child care centers, public and institutional uses, including schools consistent with the Public Schools Facilities Element, recreation and Open Land (Conservation) as appropriate so as to create and maintain a stable low intensity residential character.</p> <p>For Residential Uses a maximum of 8 single family dwellings per acre.; public and institutional uses are limited to the density and intensity of the most restrictive adjacent land use.</p>	
Historic Preservation Element [ <a href="#">LINK TO DOCUMENT</a> ]	
Conservation and Coastal Management Element [ <a href="#">LINK TO DOCUMENT</a> ]	
Recreation and Open Space Element [ <a href="#">LINK TO DOCUMENT</a> ]	
Transportation and Mobility Element [ <a href="#">LINK TO DOCUMENT</a> ]	
Housing Element [ <a href="#">LINK TO DOCUMENT</a> ]	
Infrastructure Element [ <a href="#">LINK TO DOCUMENT</a> ]	

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

**Sec. 28-2. – Definitions. [[LINK TO SECTION](#)]**

*Variance* means relaxation of the terms of this chapter where such variance will not be contrary to the public interest and where, owing to conditions peculiar to the property and not the result of the actions of the applicant, a literal enforcement of this chapter would result in unnecessary and undue hardship on the land. As used in this chapter, a variance is authorized only for height, area and size of structure or sides of yards and open spaces. Establishment or expansion of uses otherwise prohibited shall not be allowed by variance, nor shall a variance be granted because of the presence of nonconformities in the zoning district or uses in an adjoining zoning district. A modification to lot requirements so as to increase the permitted density of multifamily dwellings shall not be considered a variance and is specifically prohibited.

*Yard* means a required open space other than a court unoccupied and unobstructed by any structure or portion of a structure from thirty (30) inches above the general ground level of the graded lot upward; provided, however, that fences, walls, poles, posts and other customary yard accessories, ornaments and furniture may be permitted in any yard subject to height limitations and requirements limiting obstruction of visibility.

*Yard, side,* means a yard extending from the rear line of the required front yard to the rear lot line, or in the absence of any clearly defined rear lot line, to the point on the side lot line involved which is farthest from the intersection of such line with the public street. In the case of through lots, side yards shall extend from the rear lines of front yards required. In the case of corner lots, yards remaining after front yards have established on both

frontages shall be considered side yards. Width of a required side yard shall be measured in such a manner that the yard established is a strip of the minimum width required by district regulations with its inner edge parallel with the side lot line.

	<b>RS-2</b>	<b>31 Hibiscus</b>
Lot coverage by all buildings	Maximum of Thirty (30) percent	16.5%
Front yard setback	Minimum of Fifteen (15) feet	+15 feet
Side yard(s) setback	Minimum of Ten (10) feet	5.0 feet
Rear yard setback	Minimum of Ten (10) feet	+10 feet
Height	35 feet	Unknown

### Variance Criteria

Based on Sec. 28-29(b)(1) of the City’s Code [\[LINK TO SECTION\]](#), the Planning and Zoning Board may grant a variance only under circumstances where practical difficulty or unnecessary hardship is so substantial, serious and compelling that relaxation of the general restrictions should be granted. No variance shall be granted unless the applicant shall show and the board shall find that:

- a. The particular property, because of size, shape, topography or other physical conditions, suffers singular disadvantage through the operation of this section, which disadvantage does not apply to other properties in the vicinity; and  
**The applicant has stated the singular disadvantage is the current placement of the structure on the property. The applicant is proposing a rear addition in line with the current structure. The current structure was approved within five feet of the property with an approved building permit in 1988.**
- b. Because of this disadvantage, the owner is unable to make reasonable use of the affected property; and  
**The applicant states that the variance allows reasonable and customary use consistent with the property’s original development.**
- c. This disadvantage does not exist because of conditions created by the owner or applicant; and  
**The structure was built in 1988, and it is unclear if it was built by the current owner. However, the approved site plan does depict a five-foot setback and is attached with the packet.**
- d. Grant of the variance will not be contrary to the public interest; will not adversely affect other property in the vicinity; and will be in harmony with the spirit, intent and purpose of this section.  
**The applicant states that the proposed addition creates no further impact to the neighborhood than what already exists.**

Based on a review of Sec. 28-29 staff find that the Board can **APPROVE** variance request to reduce the side yard setback as the variance criteria are met.

### **Attachments**

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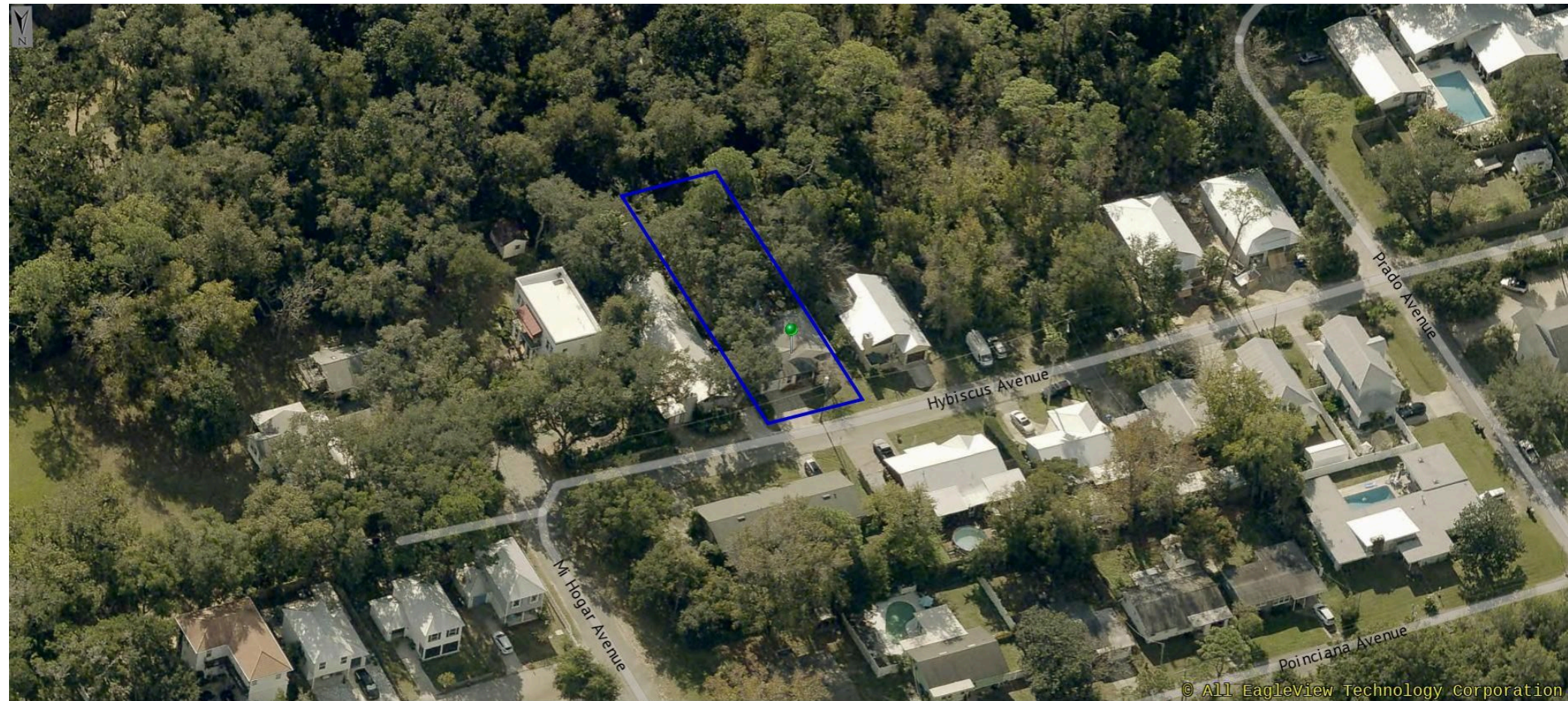
1. Site Maps & Photos
2. Application
3. St. Johns County Property Appraiser Report
4. Supplemental Information

### **Staff Report prepared by:**

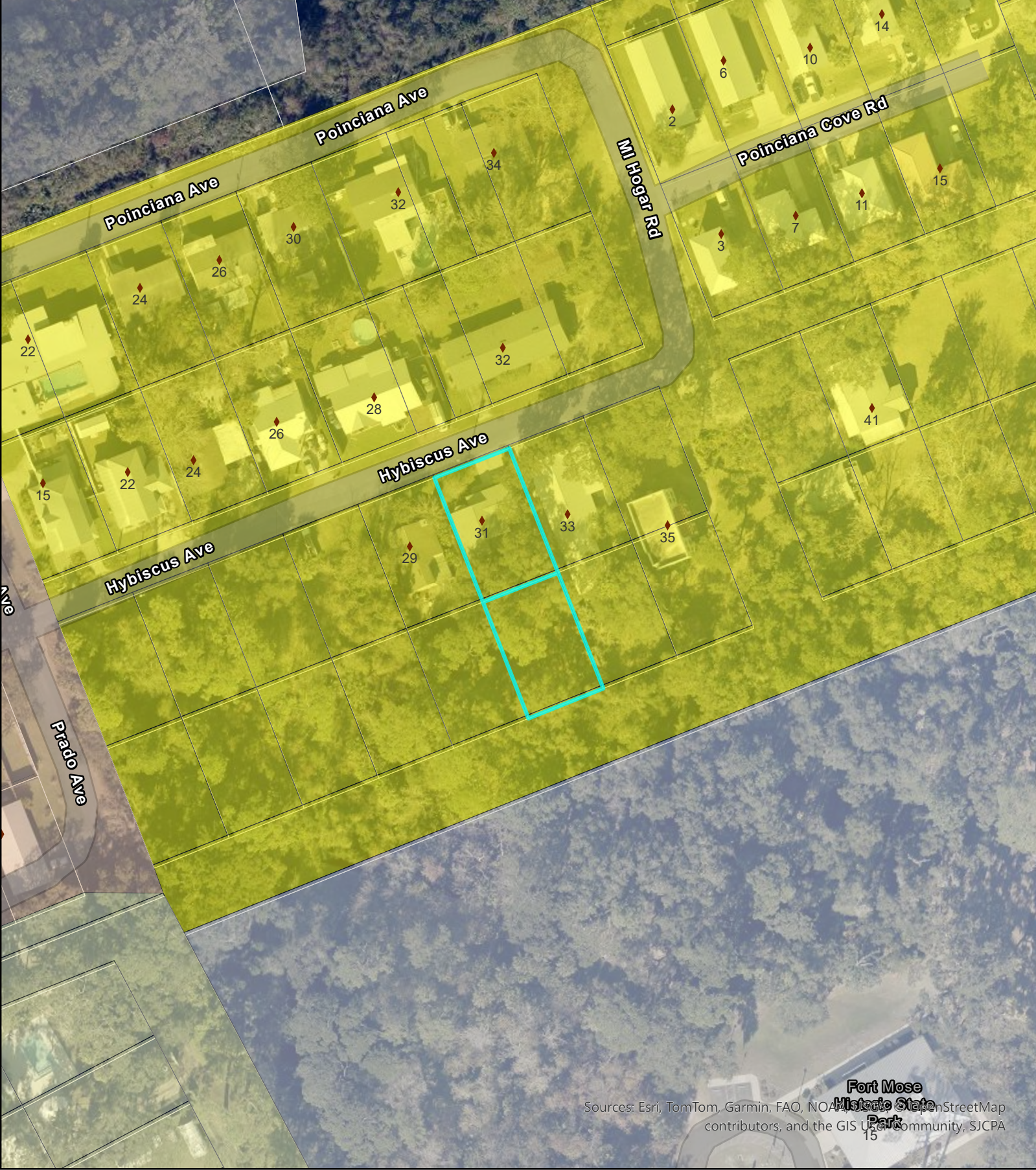
Sarah Daugherty  
Planning Manager  
Planning and Building Department

**Attachment 1:  
Site Maps  
and Photos**

# 31 Hybiscus Ave.



12/13/2025



Sources: Esri, TomTom, Garmin, FAO, NOAA, Bing, OpenStreetMap contributors, and the GIS User Community, SJCPA

Fort Mose  
Historic State  
Park  
15

# Zoning Map

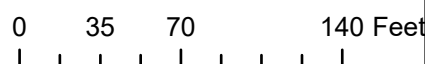
## City of St. Augustine

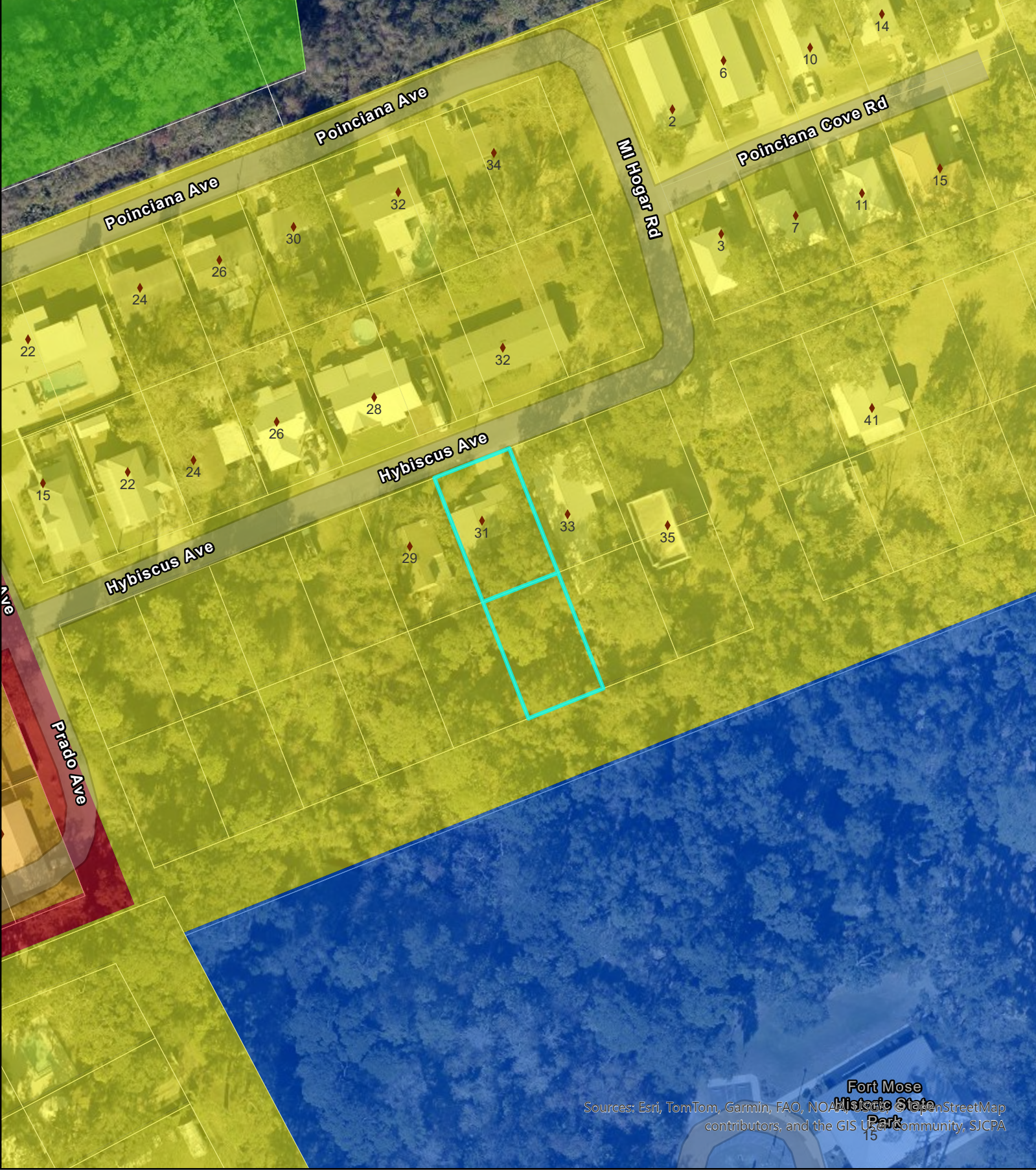
31 Hybiscus Ave.

### Legend

- Residential Single-Family-One (RS-1)
- Residential Single-Family-Two (RS-2)
- Residential General-One (RG-1)
- Government Use (GU)
- Planned Unit Development (PUD)

Scale: 1:1,000





Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, SJCPA

Fort Mose  
Historic State  
Park  
15

# Future Land Use

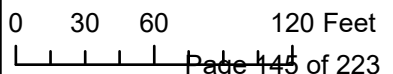
## City of St. Augustine

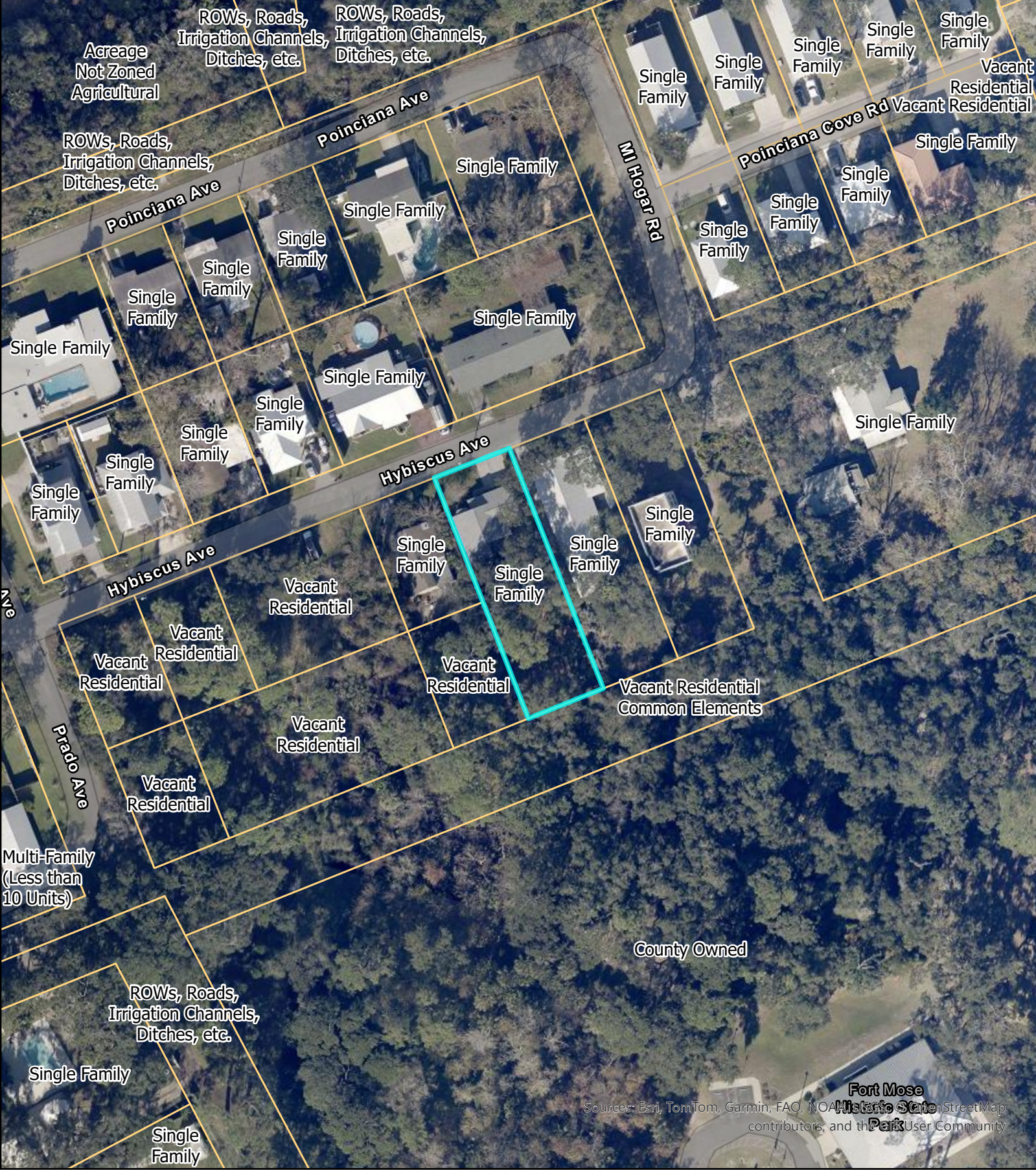
31 Hybiscus Ave.

### Legend

- Commercial Medium Intensity
- Public / Semi-Public
- Recreation / Open Space
- Residential Low Density
- Residential Medium Density

Scale: 1:1,000







**St Johns County Property Appraiser**  
**Use Classification**  
**City of St. Augustine**  
 31 Hibiscus Ave.

**Legend**

 ParcelInfo

Scale: 1:1,000





Page 146 of 223

Sources: Esri, TomTom, Garmin, FAO, NOAA, OpenStreetMap contributors, and the User Community

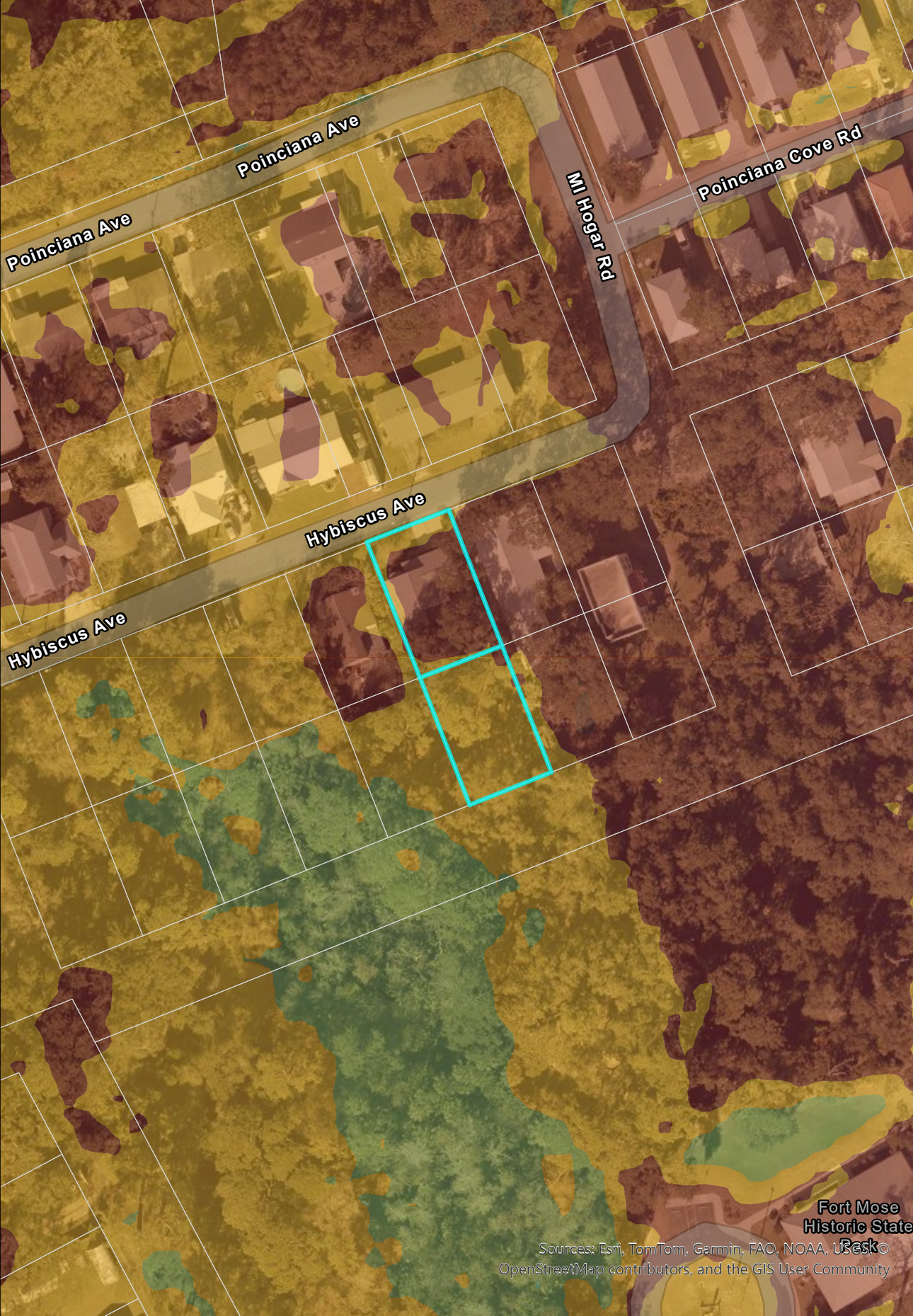
### Legend

SJCParcels

DEM2018

Value

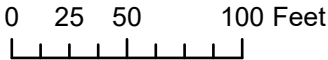
- 23.451 to 0
- 0 to 2
- 2 to 4
- 4 to 6
- 6 to 8
- 8 to 10
- 10 to 15
- 15 to 25
- 25 to 50
- 50 to 155



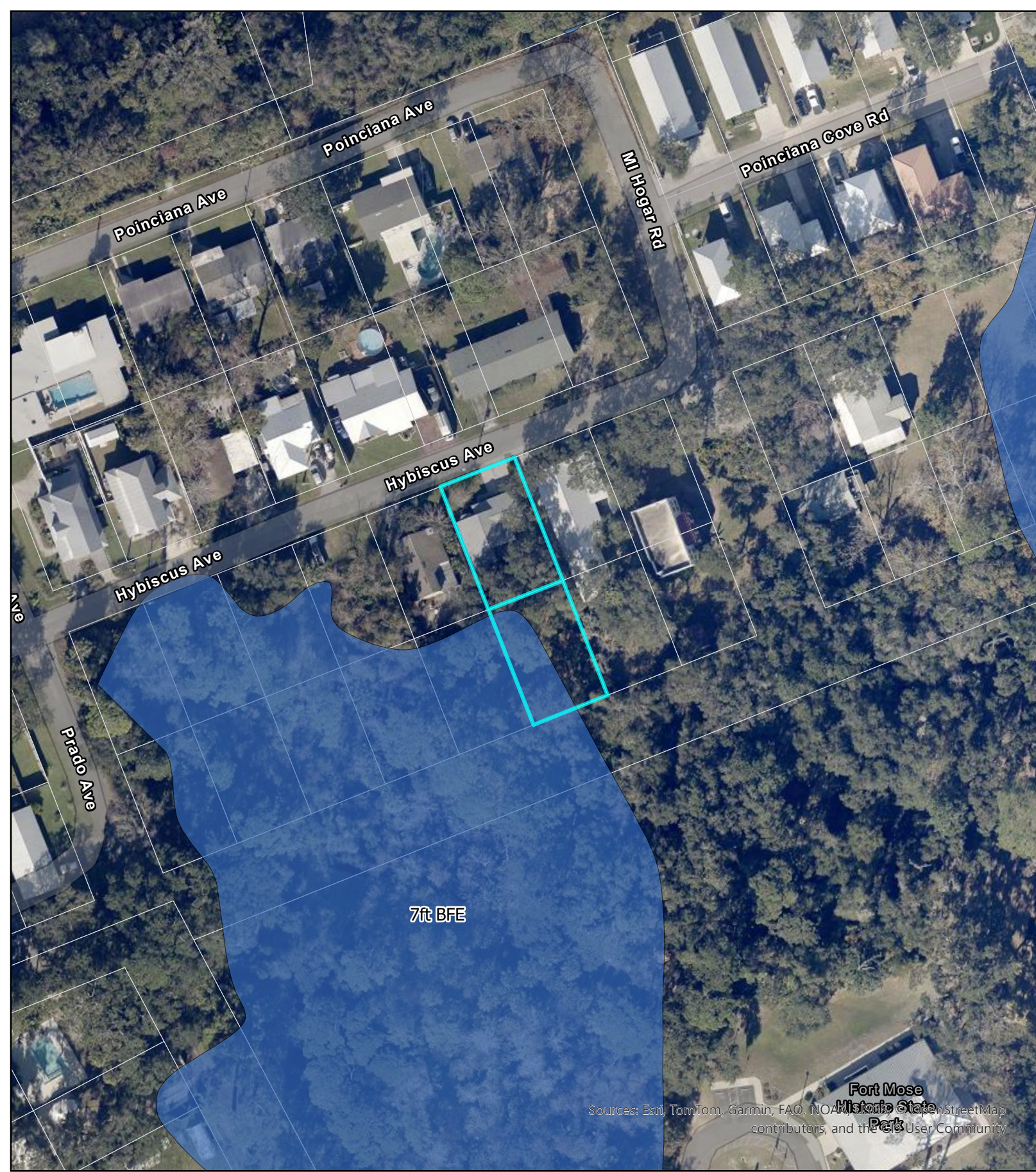
Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, OpenStreetMap contributors, and the GIS User Community



Digital Elevation Model DEM 2018  
City of St. Augustine  
31 Hibiscus Ave.  
Source: 2018 FDEM LiDAR Project



Scale: 1:1,000



# FEMA Flood Zones

## City of St. Augustine

31 Hybiscus Ave.

### Legend

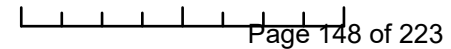
Flood Zone

AE

Scale: 1:1,000



0 35 70 140 Feet



# **Attachment 2: Application**



**CITY OF ST AUGUSTINE  
APPLICATION TO PLANNING AND ZONING BOARD**

Application Fee: \_\_\_\_\_ (plus advertising costs)      Project Number: \_\_\_\_\_  
 Receipt Number: \_\_\_\_\_      Meeting Date: \_\_\_\_\_  
 Advertising Costs: \$ \_\_\_\_\_      Paid On: \_\_\_\_\_      Receipt Number: \_\_\_\_\_

1. NAME OF APPLICANT: Shane J. Johnston      Contact Number: 904-268-0100  
 Business (if applicable): Generation Homes, LLC  
 Address: 5860 US 1 North      City: Saint Augustine      State: FL      Zip: 32095  
 E-Mail Address: Shane@genhomesusa.com

2. NAME OF PROPERTY OWNER: Elizabeth Sadow      Contact Number: 813-468-0898  
 Business (if applicable): \_\_\_\_\_  
 Address: 31 Hibiscus AVE      City: Saint Augustine      State: FL      Zip: 32084  
 E-Mail Address: sadoweh@aol.com

3. LEGAL DESCRIPTION OF PROJECT PROPERTY:  
 Lot: Lots 31 & 32      Block: D  
 Subdivision: Fort Moosa Gardens      Parcel Number: 1498700320

4. PROJECT STREET ADDRESS: 31 Hibiscus AVE

5. SPECIFIC PROPOSED USE: Single Family Residence

6. ACTION REQUESTED:

<input type="checkbox"/> Conservation Zone Development	<input type="checkbox"/> Appeal of Staff Determination
<input type="checkbox"/> Exception	<input type="checkbox"/> Land Use Plan Amendment
<input checked="" type="checkbox"/> Variance	<input type="checkbox"/> Rezoning
<input type="checkbox"/> Other: _____	

7. DESCRIPTION OF ACTION REQUESTED: Requesting approval of a zoning variance to allow a residential addition within the existing 5 foot side setback, consistent with the home's original 1988 construction and prior zoning requirements, which have since been amended to require a 10 foot side setback.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

8. JUSTIFICATION FOR ACTION REQUESTED: The residence was legally constructed in 1988 in compliance with the zoning regulations in effect at the time, which allowed 5 foot setbacks. Subsequent zoning changes increased the required side setback to 10 feet, creating a narasnip for reasonable expansion of the existing nome. The requested variance will allow the addition to remain consistant with the original building footprint and neighborhood development pattern, without negatively impacting adjacent properties or the public welfare.

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

- (a) Does the property because of size, shape, topography or other physical conditions, suffer singular disadvantage, which disadvantage does not apply to other properties in the vicinity: Yes. The property is legally established 5' side setback, created prior to current zoning requirements, results in a unique disadvantage by limiting reasonable expansion, a condition not shared by surrounding properties developed under the current 10' side setback.
- (b) Can you establish that this disadvantage causes the owner to be unable to make reasonable use of the affected property: Yes, the strict application of the current 10' side setback would prevent reasonable use of the property by significantly limiting the ability to expand or improve the existing residence within its established footprint, the requested variance allows reasonable & customary residential use consistent with the props original developmt
- (c) Can you establish that this disadvantage does not exist because of conditions created by the owner or applicant: Yes, the disadvantage is not self-created, as it results from the changes to zoning regulations adopted after the house was legally constructed in 1988. The existing setback condition was established in compliance with all applicable regulations at the time of development and was not caused by any action of the current owner.
- (d) Can you establish that granting of the variance will not be contrary to the public interest; will not adversely affect other property in the vicinity; and will be in harmony with the spirit, intent and purpose of this Section: Yes, the proposed addition maintains established setbacks consistent with the original development pattern, preserves neighborhood character and does not create impacts related to safety, access, light, air, or privacy beyond what already exists.

10. PREVIOUS APPLICATIONS:

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

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

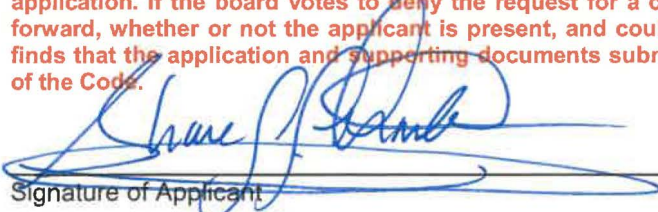
11. AGREEMENT:

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


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

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

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

  
Signature of Applicant

1/30/26  
Date

  
Signature of Property Owner

1/30/26  
Date



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

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

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

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

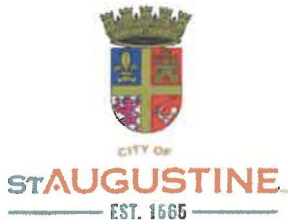
Shane J. Johnston

\_\_\_\_\_  
Print name of applicant

  
\_\_\_\_\_  
Signature of applicant

\_\_\_\_\_  
Date

1/30/26



**Owner's Authorization For Agent**

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

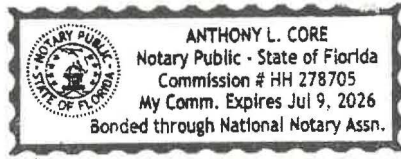
BY: Elizabeth Sadow  
Signature of Owner  
Elizabeth Sadow  
Print Name of Owner  
813. 468-0898  
Telephone Number

State of Florida  
County of St. Johns

Signed and sworn before me on this 30th day of January, 2026  
By Elizabeth Sadow

Identification verified:  
Oath sworn:  Yes  No

Notary Signature: Anthony L. Core  
My Commission expires: 7/9/26



# PZB APPLICATION FEE SCHEDULE

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

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

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

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

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

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

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

**31 Hybiscus AVE**

Project Address: \_\_\_\_\_

Generation Homes, LLC

Applicant's Name: Shane Johnston Applicant's Signature: 

**Elizabeth Sadow**

Owner's Name: \_\_\_\_\_ Owner's Signature: 

**Attachment 3:  
St. Johns County  
Property Appraiser  
Report**

# St. Johns County, FL

## Apply for Exemptions

Apply for Exemptions

## Homestead Compliance

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

Homestead Compliance

## 2024 TRIM Notice

2024 TRIM Notice (PDF)

## Summary

**Parcel ID** 1498700320  
**Location Address** 31 HYBISCUS AVE  
 SAINT AUGUSTINE 32084-0000  
**Neighborhood** Fort Moosa Gardens (705)  
**Tax Description\*** 4-34 FORT MOOSA GARDENS LOTS 31 & 32 BLK D OR1310/2018 & 5197/1713 & 5339/33  
*\*The Description above is not to be used on legal documents.*  
**Property Use Code** Single Family (0100)  
**Subdivision** Fort Moosa Gardens, Revised Plat Of  
**Sec/Twp/Rng** 60-7-30  
**District** City of St Augustine (District 452)  
**Millage Rate** 19.5552  
**Acreage** 0.210  
**Homestead** Y

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



## Owner Information

**Owner Name** Sadow Elizabeth Hahn Revocable Trust D: 03/03/2021 100%  
 Sadow Elizabeth Hahn Trustee 100%  
**Mailing Address** 31 HYBISCUS AVE  
 SAINT AUGUSTINE, FL 32084-1253

## Exemption Information

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

Map



Valuation Information

Assessed Year	2026
Building Value	\$207,281.00
Extra Features Value	\$0.00
Total Land Value	\$91,530.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
<b>Just Market</b>	<b>\$298,811.00</b>
Total Deferred	\$172,800.00
<b>Assessed Value</b>	<b>\$126,011.00</b>
Total Exemptions	\$51,411.00
<b>Taxable Value</b>	<b>\$74,600.00</b>

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

Historical Assessment Information

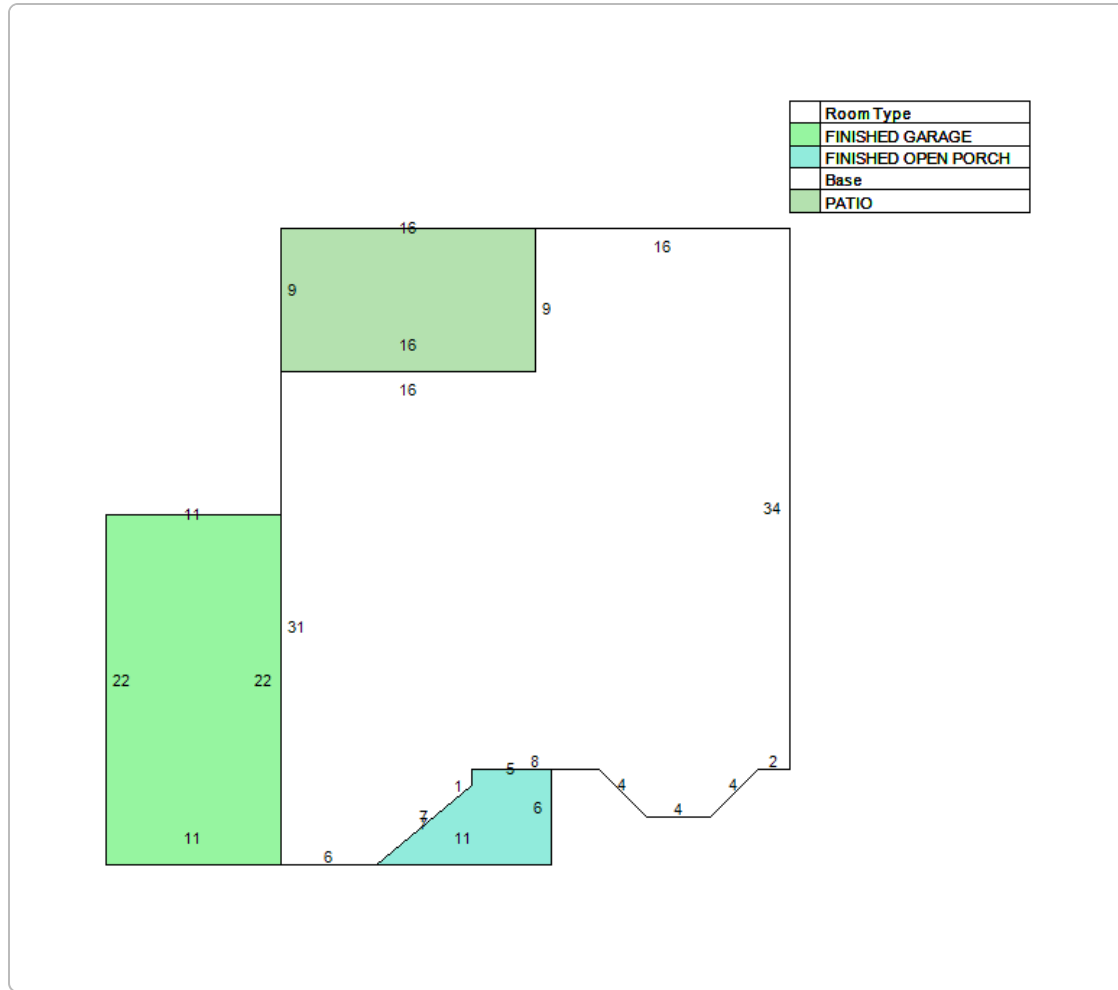
Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	\$189,254	\$0	\$91,530	\$0
2024	\$191,080	\$0	\$91,530	\$0
2023	\$206,255	\$0	\$91,530	\$0
2022	\$177,624	\$0	\$68,342	\$0
2021	\$96,400	\$0	\$46,980	\$0
2020	\$89,082	\$0	\$35,470	\$0
2019	\$80,111	\$0	\$35,470	\$0
2018	\$72,733	\$0	\$32,181	\$0
2017	\$62,064	\$165	\$24,735	\$0
2016	\$62,938	\$197	\$24,735	\$0
2015	\$64,687	\$198	\$24,735	\$0

Building Information

Building	1	Roof Cover	Composite Shingle
Building Value	\$207,281	Roof Structure	Gable Hip
Year Built	1988	Interior Flooring	Carpet, Sheet Vinyl
Actual Area	1453	Interior Wall	Drywall
Conditioned Area	1022	Heating Type	Air Duct
Use	Single Family Residence	Air Conditioning	Central
Style	01	Bedrooms	3
Exterior Wall	Concrete Stucco	Baths	2

Description	Square Footage
PATIO/SLAB	144
BASE AREA	1022
FINISHED OPEN PORCH	45
FINISHED GARAGE	242
Total SqFt	1453

Sketch Information



**Land Information**

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Single Family	54	172	54	EF	\$91,530

**Sale Information**

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
8/9/2021	8/9/2021	\$10,000.00	WARRANTY DEED	<a href="#">5339</a>	<a href="#">33</a>	U	V	PINGEL DANIEL A REVOCABLE TRUST D:06/18/02 ET AL	SADOW ELIZABETH HAHN REVOCABLE TRUST D: 03/03/2021
3/4/2021	3/3/2021	\$100.00	WARRANTY DEED	<a href="#">5197</a>	<a href="#">1713</a>	U	I	SADOW ELIZABETH H	SADOW ELIZABETH HAHN REVOCABLE TRUST D: 03/03/2021
	4/9/1998	\$75,000.00	WARRANTY DEED	<a href="#">1310</a>	<a href="#">2018</a>	Q	I	BLACK MARYANN (SURV SPOUSE OF JAMES D)	SADOW ELIZABETH H
	8/1/1988	\$57,400.00		<a href="#">791</a>	<a href="#">1921</a>	Q	I		BLACK JAMES D,MARYANN

No data available for the following modules: Sales Questionnaire Form, Extra Feature Information.

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.  
[User Privacy Policy](#) | [GDPR Privacy Notice](#)  
 Last Data Upload: 2/11/2026, 3:48:08 AM

Contact Us



**Attachment 4:**  
**Supplemental Information**





# Planning and Zoning Board

Planning Division Staff Report  
 Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
March 3, 2026	6.a.	PZB2026-0009
Request	Address	Parcel ID
Conservation Overlay Zone Development	354 Five Island Drive	<a href="#">161252-0820</a>

## Site & Background Information

**Applicant & Owner:** Thomas Stafford

**Property Class:**  
 (St. Johns County  
 Property Appraiser) 0100 – Single Family

**Future Land Use  
 Designation:** [Residential Medium Density](#)

**Zoning Designation:** [Residential General-One: RG-1](#)

**Acreage:** 0.34

**Neighborhood:** N/A

**Archaeological Zone:** N/A

## Request Summary

This is a request for [Conservation Overlay Zone \(COZ\) development](#) to modify an existing dock in [COZ 1&2](#) at 354 Five Island Drive. The approval of this application would allow for the addition of a 448 square feet of wooden floating dock and “EZ dock” to the existing dock.

354 Five Island Drive is Lot 82 of Antigua Phase 2 and is included in the 15 docks allowed within Antigua approved through a modified St. Johns Water management District Permit.

## Staff Analysis

### Consistency with the City of St. Augustine’s Comprehensive Plan 2040

Comprehensive Plan Element	Goal, Policy, or Objective	Staff Analysis
<a href="#">Future Land Use</a>		
<a href="#">Historic Preservation</a>		
<a href="#">Conservation and Coastal Management</a>	<p><b>Policy 2.1.1</b></p> <p>Conservation Overlay Zone 1 Passive recreation, wildlife preservation and conservation areas, green space, and fishing piers, boat docks, and other water dependent uses, including boat ramps and marinas, shall be the primary uses within this Conservation Overlay Zone.</p>	<p>Boat docks are listed as a primary use for Conservation Overlay Zone 1 and the application for a dock within COZ 1 is <b>CONSISTENT</b> with Policy 2.1.1.</p>
	<p><b>Policy 2.1.3</b></p> <p>Applications for development in any of the Conservation Overlay Zones shall be evaluated according to the following criteria:</p> <p>(12) Impact of development on vistas and scenic opportunities by linear feet, height, mass and percent of site.</p>	<p>A floating dock should not impact scenic vistas and is <b>CONSISTENT</b> with policy 2.1.3 (12) impacts on scenic vistas.</p>
<a href="#">Recreation and Open Space</a>		
<a href="#">Transportation and Mobility</a>		
<a href="#">Housing</a>		

## Review of Applicable City of St. Augustine Code of Ordinances

The Planning and Zoning Board [shall review all applications for development in COZ 1 and 2](#). Permits for structures and uses located within Conservation Overlay Zone 1 shall be issued only for such structures and uses which have received permits under provisions of applicable federal and state regulations and will be issued only for those structures and related uses such as fishing piers and catwalks, boardwalks, boat docks, boathouses, boat ramps, marinas, and marine railways, as well as dredging and filling, which are determined to be to the benefit of the public as a whole and which are determined as having no significant negative impact on natural systems, by either individual or cumulative effect. The planning and zoning board is [authorized to impose limitations](#) in the nature and manner of construction and/or use so as to avoid damage to adjacent salt marshes and the vegetative communities contained therein, to eliminate any harm to the animal, fish or shellfish contained therein, to avoid blocking or disrupting vistas and scenic opportunities, and to enhance those vistas and scenic opportunities which are determined to benefit the public as a whole.

### Staff Analysis of Applicable Criteria (Sec. 11-29(c))

*The following information shall be provided and Applications for development in Conservation Overlay Zones shall be evaluated according to the following criteria:*

*(1) Site specific location*

354 Five Island Drive has an existing single-family home, pool, and dock within the Antigua neighborhood. The applicant is proposing to modify the existing dock with the addition a wooden floating dock and “EZ dock.”

*(2) The site's relationship to adjacent properties including parcel and existing grade elevations which may include a lot grading plan, bodies of water and surrounding conservation zones.*

The site lies south of an unnamed tidal creek off the Matanzas River. The lot has approximately 137 feet of shoreline of brackish marsh. The existing dock is approximately 356 feet long to reach the deeper waters of the tidal creek to the north. The lot is within COZ zones 1, 2, and 3. The proposed project is within COZ 1.

*(3) Natural and proposed drainage patterns.*

Unknown.

*(4) Effect of point and nonpoint discharge in the marine environment.*

Unknown.

*(5) Proposed soil stabilization and erosion control methods.*

The application does not provide information on erosion control methods.

*(6) Impact on floodplain including general impacts related to flood management or fill.*

Unknown

*(7) Impact of development on vegetative and animal communities.*

Aerial images show a vegetated shoreline of salt and brackish water marsh. Portions of the unnamed tidal creek have mangroves. The modification will occur over open water without vegetation.

*(8) Potential for contaminated drainage, storage of pollutants and the use of poisonous chemicals and materials.*

Unknown

*(9) Effect of shade on vegetation and shellfish.*

Aerial images show a vegetated shoreline of salt and brackish water marsh. Portions of the unnamed tidal creek have mangroves. The modification will occur over open water without vegetation. It is unclear from aerial images if there are oyster beds in the area.

*(10) Effect of boat wake and boat traffic on manatees, vegetation, shellfish and wildlife, as well as shoreline erosion.*

Unknown

*(11) Impact of development on shoreline by linear feet and percent of site.*

The lot has approximately 137 feet of shoreline of brackish marsh. The existing dock is approximately 356 feet long to reach the deeper waters of the tidal creek to the north. The proposed dock modifications are 16 x 28 feet and a small portion of the shoreline.

*(12) Impact of development on vistas and scenic opportunities by linear feet, height, mass and percent of site.*

The lot has approximately 137 feet of shoreline of brackish marsh. The existing dock is approximately 356 feet long to reach the deeper waters of the tidal creek to the north. The proposed dock modifications are 16 x 28 feet and a small portion of the shoreline.

*(13) Existing amounts of native plants and proposed retention and use of native plants for landscape and open space purposes.*

Aerial images show a vegetated shoreline. It appears that proposed dock expansion should be waterward of the vegetated portions of the shoreline.

*(14) Impact of development on plant and animal habitat and potential loss in acres and percent of site.*

Aerial images show a vegetated shoreline. It appears that proposed dock expansion should be waterward of the vegetated portions of the shoreline.

*(15) Impact of development on water quality. Water quality objectives will be presumed to have been met if runoff water is routed to a surface water management system permitted by the St. Johns River Water Management District or to a treatment facility that is equivalent to the water quality treatment criteria (water*

*retention/detention) of the water management district. (An engineer or landscape architect licensed in the State of Florida is required to certify that the treatment facility is equivalent to the district's criteria.)*

Not applicable.

*(16) Impact of development on shellfish and on commercial and sport fish and waterfowl.*

Unknown

*(17) Specific conditions applicable to docks. In addition to the considerations listed in subsections (1) through (16) herein, no boathouse, roofed structure or wall shall be constructed on any dock. This section shall not prohibit the use of bumpers or similar structures built at or near the water line and below deck elevation to protect the dock from damage caused by moored vessels. The deck of any private boat dock shall not exceed eight (8) feet in height above mean high water. Boatlifts mounted on docks, or constructed on or adjacent to a dock, shall be limited to a capacity of twelve thousand (12,000) pounds or less. All boatlifts shall be low profile boatlifts or no profile boatlifts, and no boats in excess of thirty-two (32) feet in length shall be allowed on a boatlift. In addition, the maximum height, excluding masts, antennas and other non-occupiable features, of a boat suspended in a boatlift shall not exceed eight (8) feet above the gunwale (gunnel); whereby, the gunwale (gunnel) is defined as the upper edge of the side of the ship or boat. A low-profile boatlift is a boatlift for a single watercraft in which no part of the boatlift shall exceed three (3) feet above the deck. A no profile boatlift is a boatlift for a single watercraft in which no part of the boatlift shall protrude above the deck.*

The application appears to be consistent with dock requirements.

## **Staff Recommendation**

---

Review of Section 11-29 is the responsibility of the Planning and Zoning Board for the proposed development within Conservation Overlay Zone 1 & 2.

## **Attachments**

---

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

## **Staff Report prepared by:**

Sarah Daugherty  
Senior Planner  
Planning and Building Department

**Attachment 1:  
Site Maps  
and Photos**

# 354 Five Island Dr.



12/13/2025



# Zoning Map

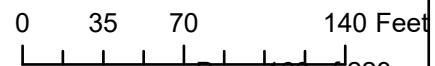
## City of St. Augustine

354 Five Island Dr.

### Legend

- Residential General-One (RG-1)
- Open Land (OL)

Scale: 1:1,000





Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, SJCPA 278

# Future Land Use

## City of St. Augustine

354 Five Island Dr.

### Legend

- Open Land
- Residential Medium Density

Scale: 1:1,000



0 30 60 120 Feet

Page 469 of 223

Marshes,  
Wetlands,  
Waste Lands



**St Johns County Property Appraiser**  
**Use Classification**  
 City of St. Augustine  
 354 Five Island Dr.

**Legend**  
 [Yellow Outline] ParcelInfo

Scale: 1:1,000



# Legend

DEM2018

## Value

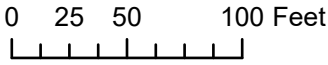
- 23.451 to 0
- 0 to 2
- 2 to 4
- 4 to 6
- 6 to 8
- 8 to 10
- 10 to 15
- 15 to 25
- 25 to 50
- 50 to 155



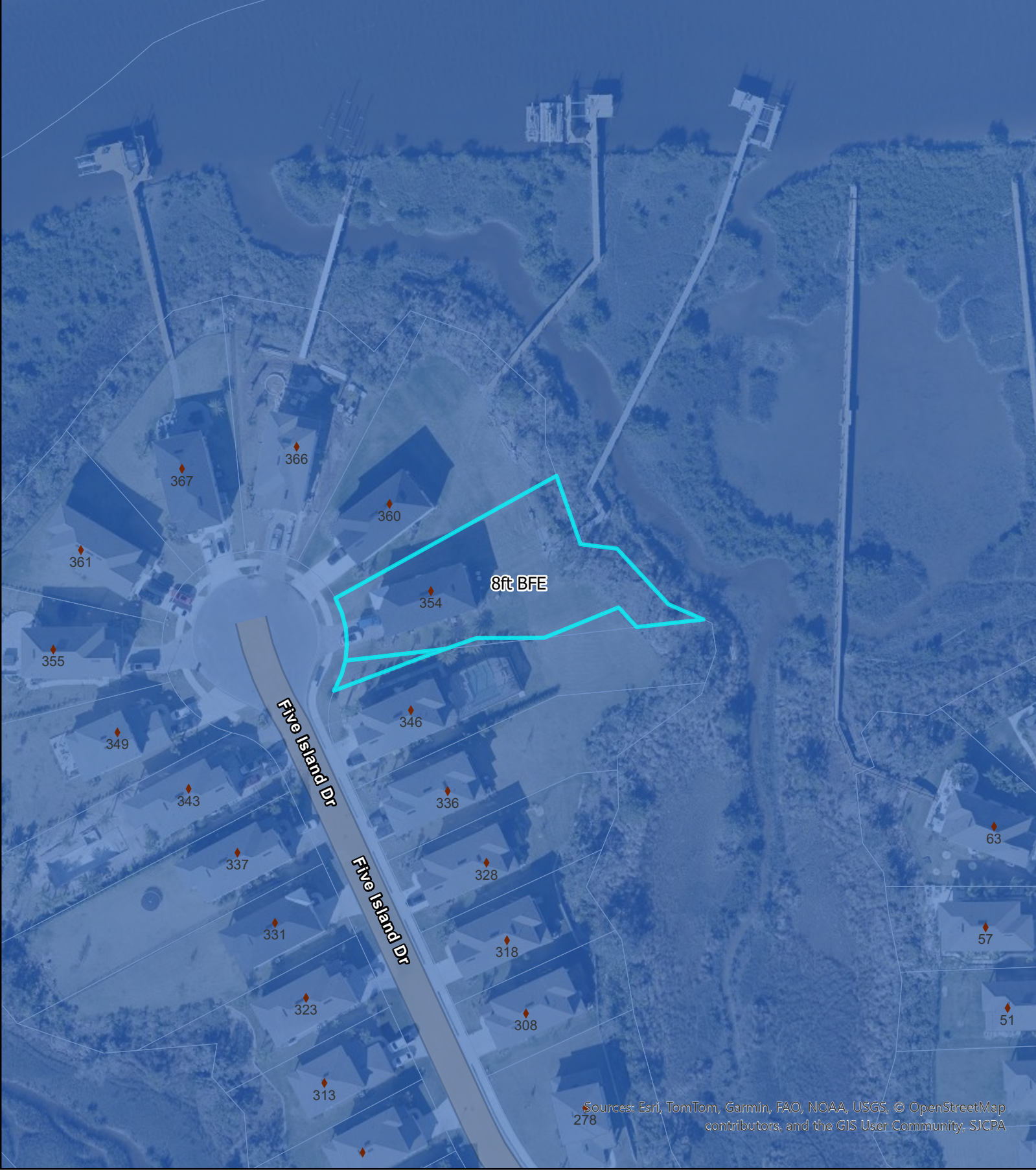
Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, ©  
OpenStreetMap contributors, and the GIS User Community.  
SICPA



Digital Elevation Model DEM 2018  
City of St. Augustine  
354 Five Island Dr.  
Source: 2018 FDEM LiDAR Project



Scale: 1:1,000



# FEMA Flood Zones

## City of St. Augustine

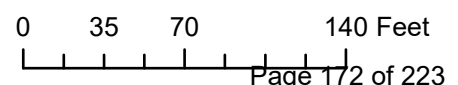
354 Five Island Dr.

**Legend**

Flood Zone

AE

Scale: 1:1,000



# **Attachment 2: Application**



**CITY OF ST AUGUSTINE  
APPLICATION TO PLANNING AND ZONING BOARD**

Application Fee: \_\_\_\_\_ (plus advertising costs)      Project Number: \_\_\_\_\_

Receipt Number: \_\_\_\_\_      Meeting Date: \_\_\_\_\_

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

1. NAME OF APPLICANT: THOMAS STAFFORD      Contact Number: 678-488-5869

Business (if applicable): \_\_\_\_\_

Address: 354 FIVE ISLAND DRIVE      City: SAINT AUGUSTINE      State: FLORIDA      Zip: 32080

E-Mail Address: \_\_\_\_\_

2. NAME OF PROPERTY OWNER: THOMAS STAFFORD      Contact Number: 678-488-5869

Business (if applicable): \_\_\_\_\_

Address: 354 FIVE ISLAND DRIVE      City: SAINT AUGUSTINE      State: FLORID      Zip: 32080

E-Mail Address: \_\_\_\_\_

3. LEGAL DESCRIPTION OF PROJECT PROPERTY:

Lot: 82      Block: \_\_\_\_\_

Subdivision: ANTIGUA PHASE TWO      Parcel Number: 1612520820

4. PROJECT STREET ADDRESS: 354 FIVE ISLAND DRIVE, ST. AUGUSTINE, FLORIDA 32080

5. SPECIFIC PROPOSED USE: SINGLE FAMILY DOCK

6. ACTION REQUESTED:

Conservation Zone Development       Appeal of Staff Determination

Exception       Land Use Plan Amendment

Variance       Rezoning

Other: \_\_\_\_\_

7. DESCRIPTION OF ACTION REQUESTED: APPROVAL FOR A DOCK MODIFICATION

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. JUSTIFICATION FOR ACTION REQUESTED: PLEASE SEE ATTACHED APPLICATION, AND PLAN DRAWINGS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

- (a) Does the property because of size, shape, topography or other physical conditions, suffer singular disadvantage, which disadvantage does not apply to other properties in the vicinity: \_\_\_\_\_  
\_\_\_\_\_
- (b) Can you establish that this disadvantage causes the owner to be unable to make reasonable use of the affected property: \_\_\_\_\_  
\_\_\_\_\_
- (c) Can you establish that this disadvantage does not exist because of conditions created by the owner or applicant: \_\_\_\_\_  
\_\_\_\_\_
- (d) Can you establish that granting of the variance will not be contrary to the public interest; will not adversely affect other property in the vicinity; and will be in harmony with the spirit, intent and purpose of this Section: \_\_\_\_\_  
\_\_\_\_\_

10. **PREVIOUS APPLICATIONS:**

Has any application been submitted to the Planning & Zoning Board concerning any part of the subject property within the past year?  
 Yes  No If yes, please give date and final disposition below.


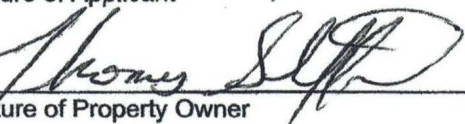
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Application must be signed by both applicant and property owner if different. Letter of authorization must be submitted in absence of the property owner's signature or where an authorized agent signs in lieu of either property owner or applicant.

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

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

	01.20.2026
Signature of Applicant	Date
	01.20.2026
Signature of Property Owner	Date

04/18/2019



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

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

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

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

THOMAS STAFFORD

---

Print name of applicant



---

Signature of applicant

01.20.2026

---

Date



**Owner's Authorization For Agent**

YELTON CONSTRUCTION COMPANY is/are hereby authorized TO ACT ON BEHALF OF THOMAS STAFFORD, the owner(s) of those lands described within  the attached application, or  described within the previously filed Application number: \_\_\_\_\_, and as described in the attached deed or other such proof of ownership as may be required, in applying to the City of St. Augustine's Planning & Zoning Board, located at: 354 FIVE ISLAND DRIVE, ST. AUGUSTINE, FLORIDA 32080

BY:   
Signature of Owner  
THOMAS STAFFORD  
Print Name of Owner  
678-488-5869  
Telephone Number

State of Florida

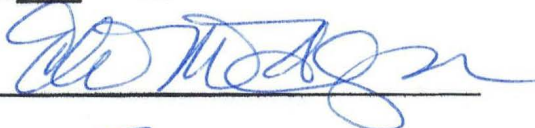
County of St. Johns

Signed and sworn before me on this 20<sup>th</sup> day of January, 2026

By Thomas Stafford

Identification verified:

Oath sworn:  Yes  No

Notary Signature: 

My Commission expires: June 17, 2026



# PZB APPLICATION FEE SCHEDULE

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

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

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

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

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

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

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

354 FIVE ISLAND DRIVE, ST. AUGUSTINE, FLORIDA 32080

Project Address: \_\_\_\_\_

THOMAS STAFFORD

Applicant's Name: \_\_\_\_\_ Applicant's Signature: Thomas Stafford

THOMAS STAFFORD

Owner's Name: \_\_\_\_\_ Owner's Signature: Thomas Stafford

**Attachment 3:  
St. Johns County  
Property Appraiser  
Report**

# St. Johns County, FL

## Apply for Exemptions

Apply for Exemptions

## Homestead Compliance

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

Homestead Compliance

## Sales Questionnaire Form

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

Sales Questionnaire

## 2024 TRIM Notice

2024 TRIM Notice (PDF)

## Summary

**Parcel ID** 1612520820  
**Location Address** 354 FIVE ISLAND DR  
 SAINT AUGUSTINE 32080-0000  
**Neighborhood** Antigua PH 2 (2650.04)  
**Tax Description\*** 106/44-48 ANTIGUA PHASE TWO LOT 82 OR6220/421  
*\*The Description above is not to be used on legal documents.*  
**Property Use Code** Single Family (0100)  
**Subdivision** ANTIGUA PHASE TWO  
**Sec/Twp/Rng** 29-7-30  
**District** City of St Augustine (District 452)  
**Millage Rate** 19.5552  
**Acreage** 0.340  
**Homestead** Y

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



## Owner Information

**Owner Name** Stafford Thomas I III, Janet W 100%  
 Stafford Janet W 100%  
**Mailing Address** 354 FIVE ISLAND DR  
 SAINT AUGUSTINE, FL 32080-0000

## Exemption Information

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

Map



Valuation Information

Assessed Year	2026
Building Value	\$785,764.00
Extra Features Value	\$117,050.00
Total Land Value	\$300,000.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
<b>Just Market</b>	<b>\$1,202,814.00</b>
Total Deferred	\$0.00
<b>Assessed Value</b>	<b>\$1,202,814.00</b>
Total Exemptions	\$51,411.00
<b>Taxable Value</b>	<b>\$1,151,403.00</b>

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

Historical Assessment Information

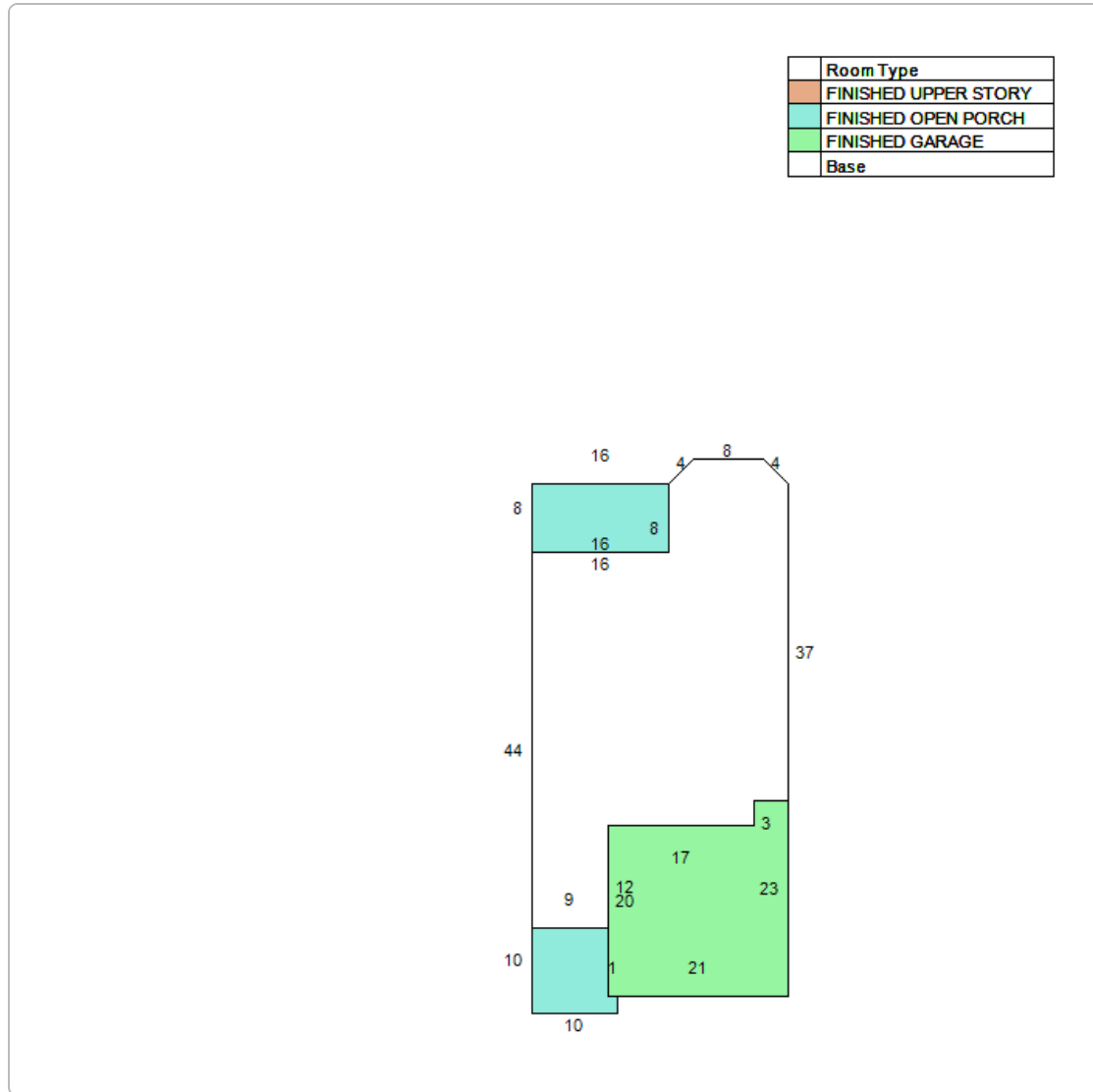
Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	\$518,378	\$0	\$300,000	\$0
2024	\$478,405	\$0	\$300,000	\$0
2023	\$572,303	\$0	\$215,000	\$0
2022	\$0	\$0	\$156,800	\$0
2021	\$0	\$0	\$50,000	\$0

Building Information

Building	1	Roof Cover	Composite Shingle
Building Value	\$785,764	Roof Structure	Gable Hip
Year Built	2022	Interior Flooring	Carpet, Ceramic Tile
Actual Area	3404	Interior Wall	Drywall
Conditioned Area	2624	Heating Type	Air Duct
Use	Single Family Residence	Air Conditioning	Central
Style	01	Bedrooms	4
Exterior Wall	Concrete Siding	Baths	3.5

Description	Square Footage
BASE AREA	1201
FINISHED GARAGE	432
FINISHED OPEN PORCH	92
FINISHED OPEN PORCH	128
FINISHED UPPER STORY	1423
FINISHED OPEN PORCH	128
Total SqFt	3404

Sketch Information



**Extra Feature Information**

Code Description	Status	Value
Summer Kitchen - Good (RES)		4950
Pool - Average (RES)		42750
Spa / Hot Tub (Mix)		7125
Boat Dock - Average (Mix)		59925
Boat Lift - Average (Mix)		2300

**Land Information**

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Single Family	0	0	1	UT	\$300,000

**Sale Information**

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
9/12/2025	9/12/2025	\$1,650,000.00	WARRANTY DEED	<a href="#">6220</a>	<a href="#">421</a>	Q	I	ANDREWS BRUCE J,ANDREA J	STAFFORD THOMAS I III,JANET W
9/12/2025	9/11/2025	\$0.00	EASEMENT	<a href="#">6220</a>	<a href="#">413</a>	U	I	ANDREWS BRUCE J,ANDREA J	ANDREWS BRUCE J,ANDREA J
8/13/2025	7/16/2025	\$0.00	BOUNDARY AGREEMENT	<a href="#">6201</a>	<a href="#">1662</a>	U	I	ANDREWS BRUCE J,ANDREA J	ANDREWS BRUCE J,ANDREA J
1/10/2023	12/20/2022	\$992,500.00	WARRANTY DEED	<a href="#">5692</a>	<a href="#">163</a>	Q	I	ANT JV OWNER LLC	ANDREWS BRUCE J,ANDREA J

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

[User Privacy Policy](#) | [GDPR Privacy Notice](#)  
[Last Data Upload: 2/11/2026, 3:48:08 AM](#)

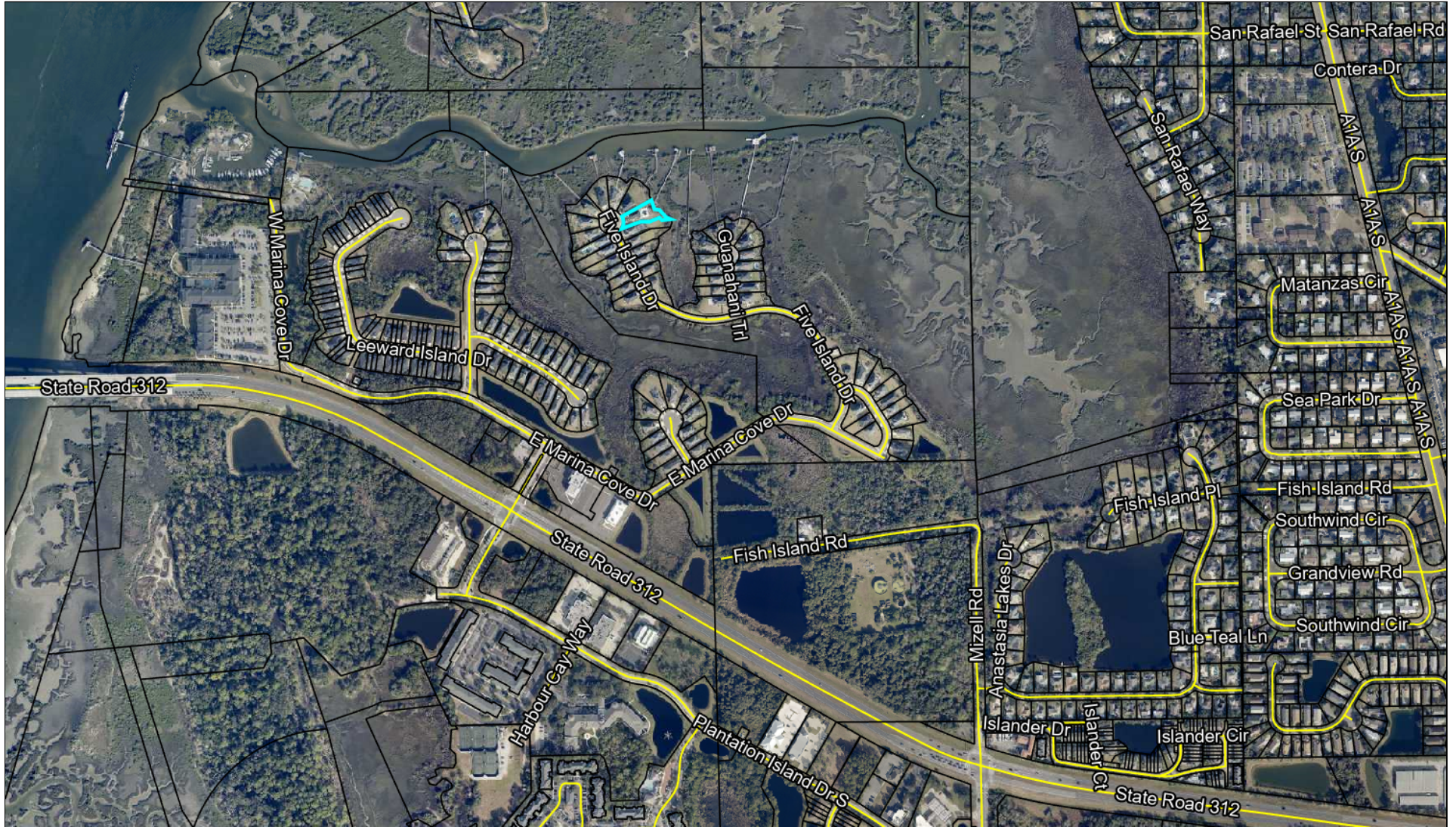
Contact Us



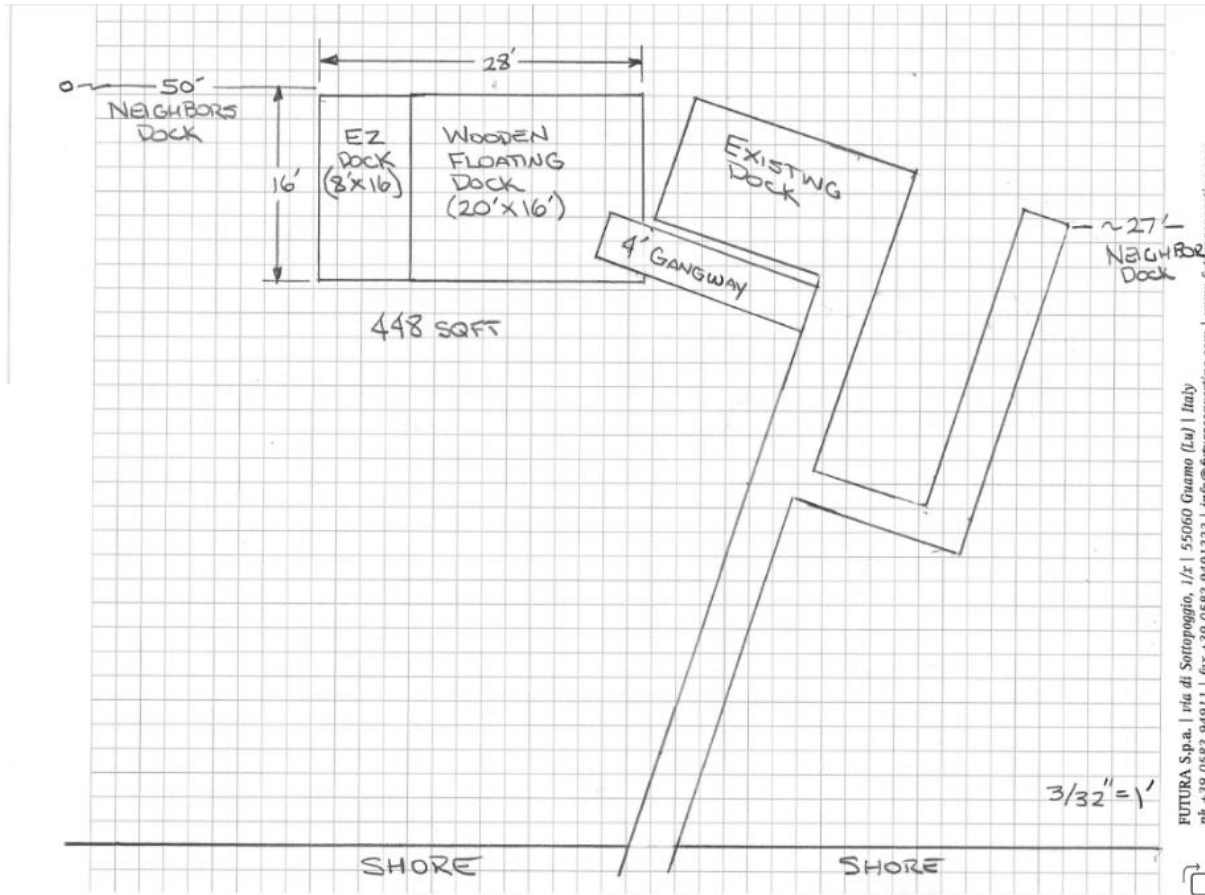
**Attachment 4:**  
**Supplemental Information**

Thomas Stafford

354 Five Island Drive, St. Augustine, Florida



# 354 Five Island Drive – Stafford Floating Dock



# 354 Five Island Drive – Stafford Floating Dock



# 354 Five Island Drive – Stafford Floating Dock



Prepared by and return to:  
Douglas N. Burnett  
St. Johns Law Group  
104 Sea Grove Main Street  
St. Augustine, FL 32080  
(904) 495-0400  
File Number: 08206-2508

[Space Above This Line For Recording Data]

## Warranty Deed

**This Warranty Deed** made this 12th day of September, 2025 by and between **Bruce J. Andrews and Andrea J. Andrews, husband and wife**, whose post office address is **102 Menendez Road, St. Augustine, FL 32080**, grantor, and **Thomas I. Stafford, III and Janet W. Stafford, husband and wife**, whose post office address is **354 Five Island Drive, St. Augustine, FL 32080**, grantee:

(Whenever used herein the terms "grantor" and "grantee" include all the parties to this instrument and the heirs, legal representatives, and assigns of individuals, and the successors and assigns of corporations, trusts and trustees)

**Witnesseth**, that said grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and valuable considerations to said grantor in hand paid by said grantee, the receipt whereof is hereby acknowledged, has granted, bargained, and sold to the said grantee, and grantee's heirs and assigns forever, the following described land, situate, lying and being in **St. Johns County, Florida** to-wit:

**Lot 82, Antigua Phase Two, according to the map or plat thereof, as recorded in Map Book 106, Page 44 through 48, inclusive, of the Public Records of St. Johns County, Florida.**

**Parcel Identification Number: 161252-0820**

**Subject to taxes for 2025 and subsequent years; covenants, conditions, restrictions, easements, reservations and limitations of record, if any.**

**Together** with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

**To Have and to Hold**, the same in fee simple forever.

**And** the grantor hereby covenants with said grantee that the grantor is lawfully seized of said land in fee simple; that the grantor has good right and lawful authority to sell and convey said land; that the grantor hereby fully warrants the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to **December 31, 2024**.

**In Witness Whereof**, grantor has hereunto set grantor's hand and seal the day and year first above written.

[Signature Page to Follow]

Signed, sealed and delivered in the presence of:

[Signature]  
Witness Signature  
Print Name: Kathryn Lemelin  
104 Sea Grove Main Street  
Saint Augustine, Florida 32080

[Signature]  
Bruce J. Andrews

[Signature]  
Andrea J. Andrews

[Signature]  
Witness Signature  
Print Name: Thomas Sharpe  
104 Sea Grove Main Street  
Saint Augustine, Florida 32080

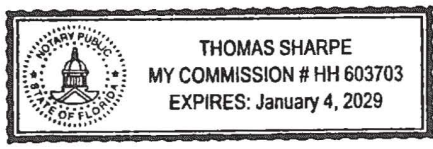
COPY

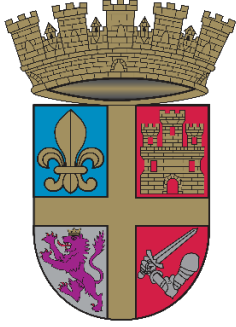
STATE OF FLORIDA  
COUNTY OF ST. JOHNS

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization, this 8 day of September, 2025, by Bruce J. Andrews and Andrea J. Andrews,  who are personally known to me or  who have produced D.L. as identification.

[Signature]  
Signature of Notary Public

Print, Type/Stamp Name of Notary





# Planning and Zoning Board

Planning Division Memorandum  
Planning and Building Department

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**TO:** Planning and Zoning Board

**DATE:** March 3, 2026

**SUBJECT:** PZB 2026-0010  
E Park Ave. / PID: 152400-2020

This item has been **ADMINISTRATIVELY WITHDRAWN**. This item will be readvertised as E Park Ave. / PID: 152400-2030 for the April 7, 2026, PZB meeting.



# Planning and Zoning Board

Planning Division Staff Report  
 Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
March 3, 2026	7.a	PZB2026-0013
Request	Address	Parcel ID
Land Use Plan Amendment and Rezoning	19 E San Carlos Avenue	<a href="#">191730-0000</a>

## Site & Background Information

**Applicant & Owner:** Huyen Le

**Property Class:**  
 (St. Johns County  
 Property Appraiser) 0100 – Single Family

**Future Land Use  
 Designation:** Residential Low Density

**Zoning Designation:** [Residential Single-Family-One: RS-1](#)

**Acreage:** .09

**Neighborhood:** Magnolia

**Archaeological Zone:** N/A

**Request Summary**

This application is a request to recommend an amendment to the city’s Future Land Use Map to amend the future land use designation from Residential Low Density to Commercial Medium Intensity and a request to recommend a rezoning from Residential Single-Family-One (RS-1) to Commercial Medium-Two (CM-2) to the City Commission at 19 E San Carlos Avenue / PID 191730-0000.

Positive recommendations and approvals of the requests noted above by the PZB would allow the applicant to move forward and seek final approvals from the City of St. Augustine City Commission.

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

Goal, Policy, or Objective
Future Land Use Element [ <a href="#">LINK TO DOCUMENT</a> ]
<b>Existing Future Land Use</b>
<p><b>FLUE Policy 6.4.3</b></p> <p>Residential Low Density</p> <p>This district is intended to apply to those neighborhoods designated for single-family dwellings and single-family type uses, as well as those uses compatible with low density single-family uses such as churches, child care centers, public and institutional uses, including schools consistent with the Public Schools Facilities Element, recreation and Open Land (Conservation) as appropriate so as to create and maintain a stable low intensity residential character. For Residential Uses a maximum of 8 single family dwellings per acre.; public and institutional uses are limited to the density and intensity of the most restrictive adjacent land use.</p>
<b>Requested Future Land Use</b>
<p><b>FLUE Policy 6.5.2</b></p> <p>Commercial Medium Intensity</p> <p>This district is intended to apply where adequate traffic circulation capacity is available to provide medium intensity automotive oriented commercial and service uses and related facilities, and to areas where adequate lot depth is available to provide meaningful development for service-oriented automotive uses, tourist accommodations, attractions and supporting facilities. Appropriate uses may include recreation, public and institutional uses, Open Land (Conservation), multi-family, and residential or non-residential mixed uses</p> <p>Residential Uses Single or multi-family units to a maximum of 16 units per acre.</p> <ul style="list-style-type: none"> <li>• Not more than fifty percent (50%) of the Commercial Medium Intensity designation shall be permitted for residential use. Other uses maximum lot coverage of 70%; maximum height restriction of 35 feet.</li> </ul> <p>To encourage mixed use developments:</p>

Goal, Policy, or Objective

Future Land Use Element [[LINK TO DOCUMENT](#)]

- Residential uses included in mixed use developments shall occupy a minimum of 25% and a maximum of 50% of the development area, unless otherwise approved by the PZB.
- Commercial uses included in a residential mixed-use development shall occupy a minimum of 30% and a maximum of 70% of the development area, unless otherwise approved by the PZB.

Mixed use commercial projects are encouraged.

**FLUE Goal 8 Preserving Sense of Place**

The City will promote its historic urban character, preserve its unique residential neighborhoods, and support adjacent, compact commercial areas, as well as, protect its natural, environmentally sensitive marsh and riverine environs, and significant tree canopy to preserve its sense of place that promotes the city’s authentic character. The planning goals related to preserving a sense of place for the City are to:

- Preserve the small town urban character while promoting a balance of economic activity;
- Prevent urban sprawl by encouraging compatible infill and redevelopment within the city limits;
- Provide continued opportunity for diverse forms of residential and commercial projects;
- Create a preservation program that protects the historic Town Plan and promotes responsible tourism;
- Provide protection of natural resources and ecological systems;
- Reduce automobile trips in and through the downtown by promoting the City’s mobility plan and alternative forms of transportation that work to protect the environment, reduce congestion, provide residents with a higher quality of life, and, neighborhoods with greater livability, and promote local businesses;
- Provide a variety of housing types to support residents of diverse ages, incomes, family sizes, and lifestyles;
- Create predictability and efficiency in planning and in the provision of infrastructure;
- Recognize and preserve the historic skyline;
- Balance livability and economic pressures; and
- Proactively recognize increasing threats of sea level rise on the City’s character and livability

**Request for a Positive Recommendation of Land Use Plan Map Amendment and Rezoning**

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

Proposals to amend the city’s zoning atlas shall be submitted in writing, accompanied by all pertinent information which may be required for proper consideration of the matter. The PZB is required to review these types of requests and provide a report and recommendations to the city commission. At a minimum, the PZB shall show that they studied and considered:

1. The need and justification for the change,  
**The justification for the change in Future Land Use and Zoning is that the lot is adjacent to an existing commercial parking lot that contributes to regular vehicular activity, lighting and ambient noise. The applicant states, “This request is intended to acknowledge existing conditions and promote thoughtful, context-sensitive development that is consistent with the evolving land-use patterns in this area of St. Augustine.**

**Staff notes that parking lots are an allowable use by exception in RS-1 zoning.**

2. The relationship of the proposed amendment and rezoning to the city's general planning program and such comprehensive plans, and  
**All adjacent property to 19 E San Carlos Avenue is designated as a Future Land Use of Residential Low Density and zoned Residential Single-Family-One (RS-1). The parking lot to the west of the property is Residential Low Density and zoned Residential Single-Family-One (RS-1). 19 E San Carlos Ave. does not meet the minimum lot size requirements of the current zoning or requested zoning. Commercial uses allowed within CM-2 would need a larger lot size to meet parking and stormwater requirements. This request would rezone property within RS-1, the least intense zoning category, to CM-2 the most intense zoning category. This request is not consistent with the city’s general planning program.**
3. Consistency with the comprehensive plan.  
**The Future Land Use designation of Commercial Medium Intensity is meant for areas of adequate traffic circulation and for car oriented commercial activities. This Land Use is intended for areas where adequate lot depth is available to provide meaningful development for automotive uses. 19 E San Carlos Avenue is within a single-family residential neighborhood and not an area of high traffic. This request would amend the Future Land Use designation from the least intense designation to the most intense. This requested Future Land Use amendment is not consistent with FLUE Goal Preserving Sense of Place. While a stated goal is to provide continued opportunity for diverse forms of residential and commercial projects, Commercial Medium Intensity Future Land Use does not balance livability and economic pressures. This request is not consistent with the comprehensive plan.**

Below is a table comparing the CM-2 zoning district, the requested zoning designation of this application, and the RS-1 zoning district, the current zoning designation of the subject property.

<b>19 E San Carlos Avenue</b>	
<b>RS-1</b>	<b>CM-2</b>
<b>Uses</b>	
Permitted uses and structures: <ul style="list-style-type: none"> <li>- Single-family dwellings, home-based business.</li> </ul>	Permitted uses and structures. As for CM-1 ( <a href="#">section 28-208</a> ), and in addition::

**19 E San Carlos Avenue**

RS-1	CM-2
<p>Permissible uses by exception:</p> <ul style="list-style-type: none"> <li>- See <a href="#">section 28-347</a>,</li> </ul>	<ul style="list-style-type: none"> <li>- Retail outlets for the sale of general merchandise excluding new or used automobiles, trucks, boats and tractors (but not automobile wrecking or storage yards, junkyards, or scrap processing yards), heavy machinery and equipment, dairy supplies, feed, fertilizer, plant nursery, lumber and building supplies, supermarkets and convenience stores and similar products.</li> <li>- Service establishments of all kinds including automobile service station or truck stop (see <a href="#">section 28-338</a>) excluding businesses where automotive vehicles are offered for rent or sale, repair and service garage, motor vehicle body shop, auto laundry, drive-in restaurant, laundry or dry cleaning establishments, veterinarian or animal boarding kennels in soundproof building, pest control, carpenter or cabinet shop, home equipment rental, ice delivery station, job printing or newspaper, marina, radio or television broadcasting transmitter, antenna, office and studio facilities, banks and financial institutions, video rentals, funeral homes, travel agencies, electronic equipment/TV repair shop, employment offices, upholstery, furniture refinishing and similar establishments.</li> <li>- Establishments or facilities for the retail sale and service of all alcoholic beverages, either for on-premises or off-premises consumption, or both.</li> <li>- Any type of wholesale, jobber or distributorship business where the total operation does not require more than four thousand (4,000) square feet of floor space; no vehicle is used in excess of one-and-one-half-ton capacity; all merchandise is stored within an enclosed building; and no heavy machinery or manufacturing is located on the premises.</li> <li>- Hotels and motels with or without kitchenettes.</li> <li>- Building trades contractor not requiring outside storage; nor the use of any vehicle in excess of</li> </ul>

**19 E San Carlos Avenue**

RS-1	CM-2
	<p>one-ton capacity; nor any machinery, ditching machines, tractors, bulldozers or other heavy construction equipment.</p> <ul style="list-style-type: none"> <li>- Multifamily dwellings as for RG-1.</li> <li>- Colleges.</li> <li>- Shopping plaza or shopping center.</li> <li>- Intermediate care facilities.</li> <li>- Agricultural market, outdoor or indoor.</li> <li>- Special event venue as per <a href="#">section 28-347(8)</a>.</li> <li>- Craft alcohol industry. See also <a href="#">section 28-209(1)d</a>. for limitations on any type of wholesale, jobber or distributorship business.</li> <li>- Home-based business.</li> <li>- Mobile food dispensing vehicle as per <a href="#">section 28-347(9)</a>.</li> <li>- Mobile food truck court as per <a href="#">section 28-347(9)</a>.</li> </ul> <p>Permitted accessory uses and structures:</p> <ul style="list-style-type: none"> <li>- See section 28-348</li> </ul> <p>Permissible uses by exception:</p> <ul style="list-style-type: none"> <li>- As provided in <a href="#">section 28-347</a>.</li> <li>- Wholesale, warehouse, or storage use, to include miniwarehouses, and self-storage facilities.</li> <li>- Building trades contractor with outside storage yard and heavy construction equipment.</li> <li>- Boatyard.</li> <li>- Light manufacturing, processing (including food processing but not slaughterhouse), packaging or fabricating and candy manufacturing.</li> <li>- Bulk storage yards, including bulk storage of flammable liquids and resiliency facilities.</li> <li>- Open air theaters, but not drive-in theaters.</li> <li>- Commercial, recreational and entertainment facilities such as museums, carnival or circus, shooting gallery, skating rink, pony ride, go-cart track, athletic complexes, arena, auditorium, convention center, dance hall, indoor theater and similar uses; provided, however, such uses do not</li> </ul>

**19 E San Carlos Avenue**

<b>RS-1</b>	<b>CM-2</b>
	<p>have temporary facilities which exceed more than thirty-five (35) feet in height for more than thirty (30) days in any calendar year. For the purpose of this section, exceeding the height at any time during a twenty-four-hour period constitutes a day.</p> <ul style="list-style-type: none"> <li>- Palmist, astrologist, psychics, clairvoyants, phrenologists and similar uses.</li> <li>- Businesses that offer for sale new or used automobiles, trucks, boats and tractors.</li> <li>- Uses and structures as for RG-1 (<a href="#">section 28-163</a>).</li> <li>- Facilities for sales, trade, gift, display, storage, delivery or on-site commercial consumption of legally available marijuana.</li> <li>-</li> </ul>

**Minimum lot requirements (width and area)**

<p>Single-family dwellings:</p> <ul style="list-style-type: none"> <li>- Minimum lot width, seventy-five (75) feet.</li> <li>- Minimum lot area, one-quarter acre (10,890 square feet).</li> </ul>	<p>Minimum lot width, one hundred (100) feet.</p> <p>Minimum lot area, fifteen thousand (15,000) square feet; except as specifically required for certain uses.</p>
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**Minimum yard setback requirements**

<p>Residential uses:</p> <ul style="list-style-type: none"> <li>- Front, twenty (20) feet.</li> <li>- Side, fifteen (15) feet.</li> <li>- Rear, twenty (20) feet.</li> </ul>	<p>All uses, except single-family dwellings:</p> <ul style="list-style-type: none"> <li>- Front, zero feet minimum, thirty (30) feet maximum, except for property abutting U.S. Highway No. 1 for which the front yard requirements shall be ten (10) feet minimum and no maximum. Buildings must front an arterial road if the property is located along an arterial, and front two (2) arterial roads if the property is located adjacent to two (2) or more arterial roads. The front yard requirement shall be measured from the property line to the building, excluding awnings, portes cochere, balconies, porches, canopies, or other non-occupied appendages.</li> <li>- Side, five (5) feet.</li> </ul>
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<b>19 E San Carlos Avenue</b>	
<b>RS-1</b>	<b>CM-2</b>
	<ul style="list-style-type: none"> <li>- Rear, five (5) feet.</li> <li>- Minimum yard requirements for the San Marco Avenue Design Standards. Development within the San Marco Avenue Design Standards entranceway corridor area including the use of the residential typology requires a front setback fifteen (15) feet minimum, thirty (30) feet maximum. Development within the San Marco Avenue Design Standards entranceway corridor area including the use of the traditional commercial typology requires a front setback zero feet minimum, ten (10) feet maximum, and zero feet side setback consistent with the chart in the design standards.</li> </ul>
<b>Maximum lot coverage by all buildings</b>	
Twenty-five (25) percent.	Sevent-five (75) percent.
<b>Maximum height of structures</b>	
Thirty-five (35) feet.	Thirty-five (35) feet.

**Staff Recommendation**

Review of Sec. 28-30 is used to determine whether to make a positive recommendation to the city commission to both amend the city’s land use plan map from Residential Low Density to Commercial Medium Intensity and rezone the property from Residential Single-Family-One: RS-1 to Commercial Medium-Two: CM-2. This review is the responsibility of the Planning and Zoning Board.

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

- (1) The need and justification for the change stems from the fact that the proposed commercial use is not permitted within the RG-1 zoning district, the current zoning designation of the property.
- (2) The positive relationship of the proposed amendment and rezoning to the city's general planning program.
- (3) These requests’ and proposal’s consistency with the comprehensive plan as analyzed, documented, and found above in this report.

## **Attachments**

---

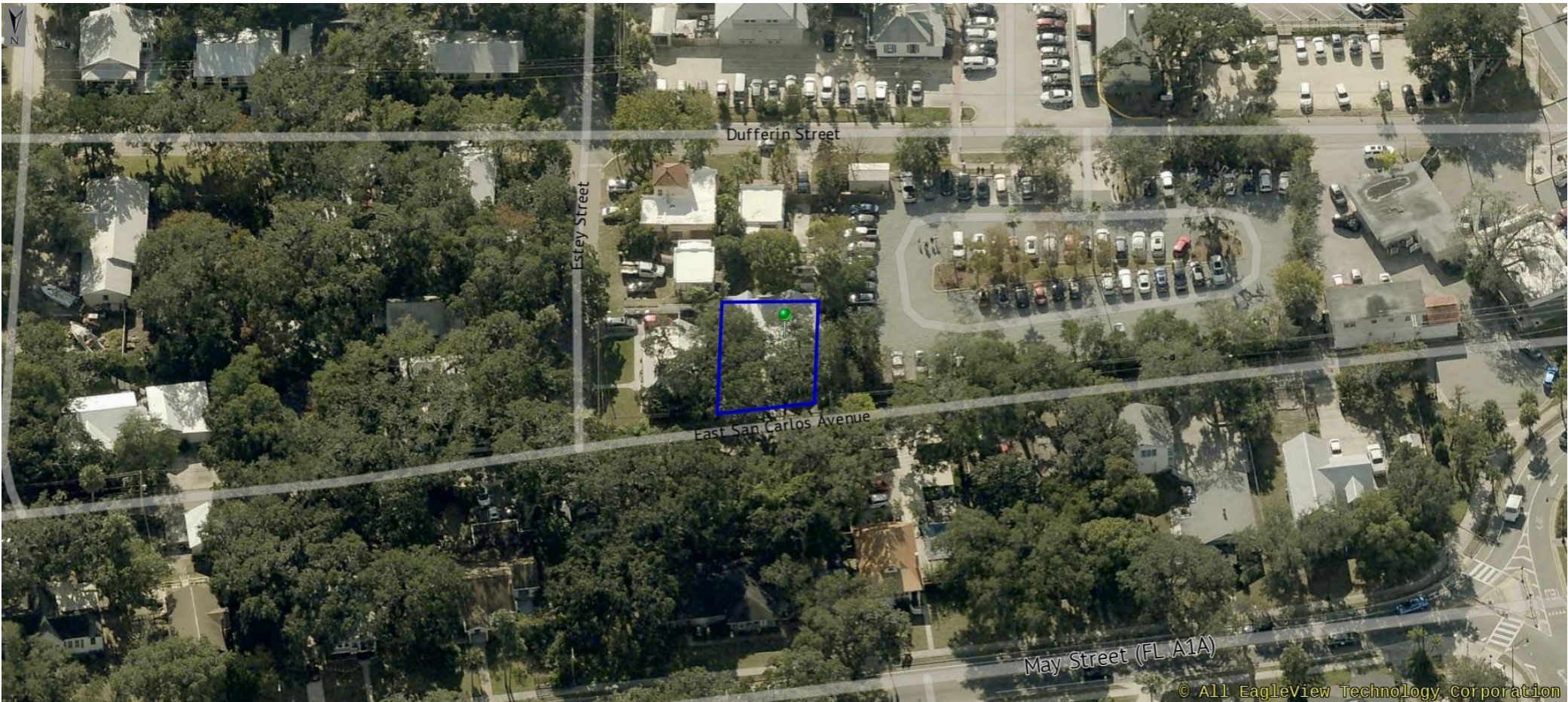
1. Site Maps & Photos
2. Application
3. St. Johns County Property Appraiser Report
4. Survey

### **Staff Report prepared by:**

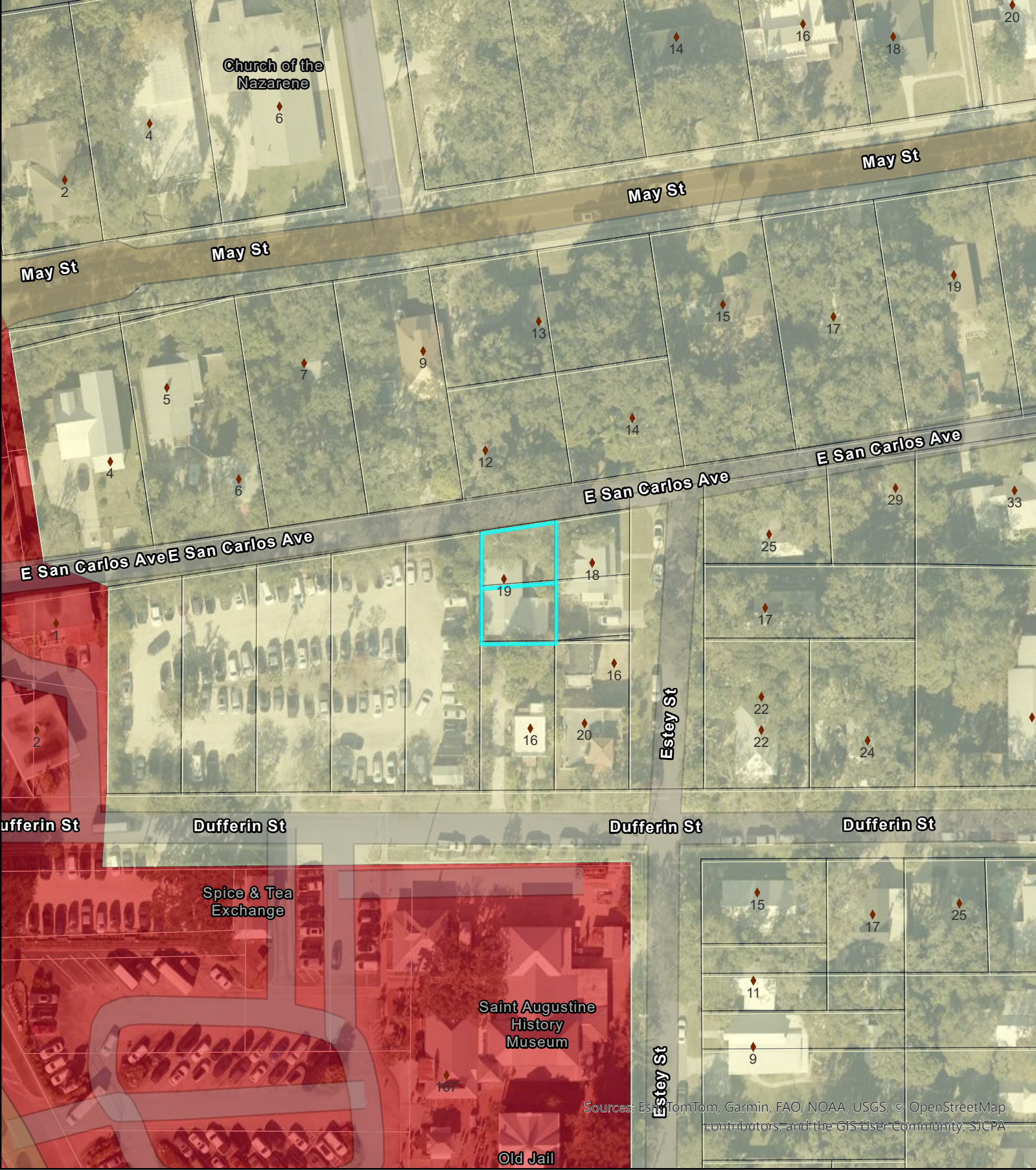
Sarah Daugherty  
Planning Manager  
Planning and Building Department

**Attachment 1:  
Site Maps  
and Photos**

# 19 E San Carlos Ave.



12/13/2025



# Zoning Map

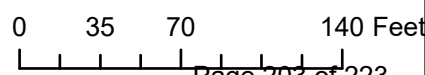
## City of St. Augustine

19 E San Carlos Ave.

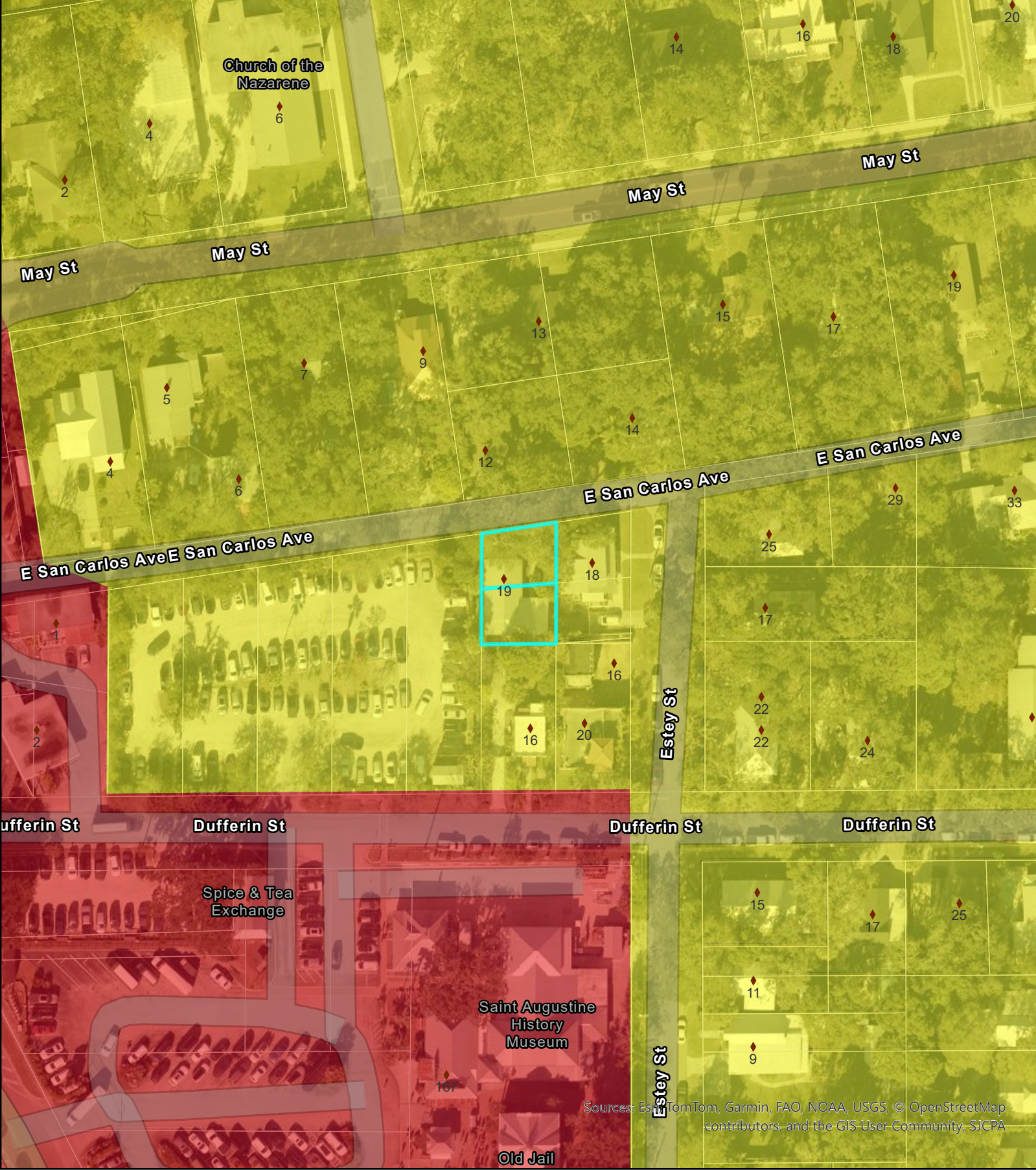
### Legend

- Residential Single-Family-One (RS-1)
- Commercial Medium-Two (CM-2)

Scale: 1:1,000



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, SJCPA



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, SJCPA

# Future Land Use

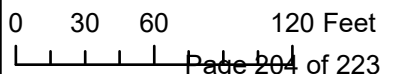
## City of St. Augustine

19 E San Carlos Ave.

### Legend

- Commercial Medium Intensity
- Residential Low Density

Scale: 1:1,000





# Legend

DEM2018

## Value

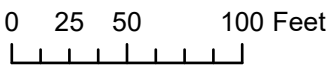
- 23.451 to 0
- 0 to 2
- 2 to 4
- 4 to 6
- 6 to 8
- 8 to 10
- 10 to 15
- 15 to 25
- 25 to 50
- 50 to 155



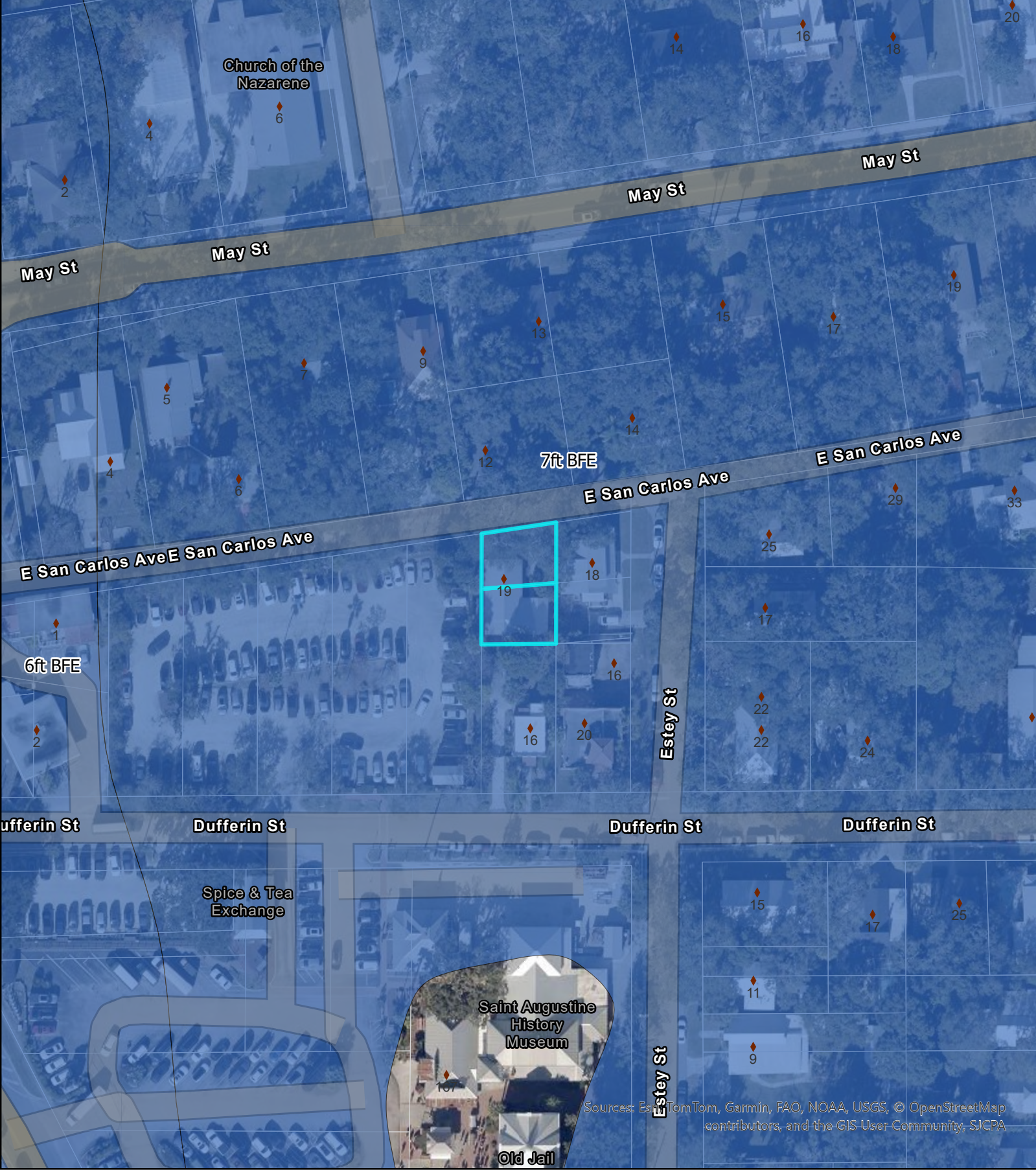
Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, SJCPA



Digital Elevation Model DEM 2018  
 City of St. Augustine  
 19 E San Carlos Ave.  
 Source: 2018 FDEM LiDAR Project



Scale: 1:1,000



# FEMA Flood Zones

## City of St. Augustine

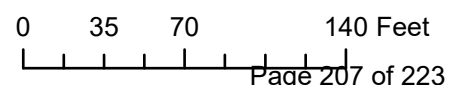
19 E San Carlos Ave.

**Legend**

Flood Zone

AE

Scale: 1:1,000



Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS-User Community, SJCPA

# **Attachment 2: Application**



**CITY OF ST AUGUSTINE  
APPLICATION TO PLANNING AND ZONING BOARD**

Application Fee: \_\_\_\_\_ (plus advertising costs)      Project Number: \_\_\_\_\_

Receipt Number: \_\_\_\_\_      Meeting Date: \_\_\_\_\_

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

1. NAME OF APPLICANT: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Business (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

2. NAME OF PROPERTY OWNER: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Business (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

3. LEGAL DESCRIPTION OF PROJECT PROPERTY:

Lot: \_\_\_\_\_ Block: \_\_\_\_\_

Subdivision: \_\_\_\_\_ Parcel Number: \_\_\_\_\_

4. PROJECT STREET ADDRESS: \_\_\_\_\_

5. SPECIFIC PROPOSED USE: \_\_\_\_\_

6. ACTION REQUESTED:

Conservation Zone Development       Appeal of Staff Determination

Exception       Land Use Plan Amendment

Variance       Rezoning

Other: \_\_\_\_\_

7. DESCRIPTION OF ACTION REQUESTED: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

8. JUSTIFICATION FOR ACTION REQUESTED:

The subject property is located directly adjacent to an existing commercial parking lot, which contributes to regular vehicular activity, lighting, and ambient noise in the immediate area. Given these existing conditions, the property already functions in close proximity to commercial use. Rezoning the property would allow the zoning designation to more closely reflect the current character of the surrounding area, while supporting a compatible and orderly transition between commercial activity and nearby residential uses. This request is intended to acknowledge existing conditions and promote thoughtful, context-sensitive development that is consistent with the evolving land-use patterns in this area of St. Augustine.

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

- (a) Does the property because of size, shape, topography or other physical conditions, suffer singular disadvantage, which disadvantage does not apply to other properties in the vicinity: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- (b) Can you establish that this disadvantage causes the owner to be unable to make reasonable use of the affected property: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- (c) Can you establish that this disadvantage does not exist because of conditions created by the owner or applicant: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- (d) Can you establish that granting of the variance will not be contrary to the public interest; will not adversely affect other property in the vicinity; and will be in harmony with the spirit, intent and purpose of this Section: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**10. PREVIOUS APPLICATIONS:**

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

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

\_\_\_\_\_

**11. AGREEMENT:**

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

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

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

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



\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Date



\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Date

04/18/2019



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

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

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

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

---

Print name of applicant

A handwritten signature in black ink, appearing to be "John P. ...".

---

Signature of applicant

---

Date



### Owner's Authorization For Agent

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

*[Handwritten Signature]*

BY: \_\_\_\_\_  
Signature of Owner

\_\_\_\_\_   
Print Name of Owner

\_\_\_\_\_   
Telephone Number

State of \_\_\_\_\_

County of \_\_\_\_\_

Signed and sworn before me on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

By \_\_\_\_\_

Identification verified:

Oath sworn: \_\_\_\_\_ Yes \_\_\_\_\_ No

Notary Signature: \_\_\_\_\_

My Commission expires: \_\_\_\_\_

# PZB APPLICATION FEE SCHEDULE

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

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

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

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

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

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

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

Project Address: \_\_\_\_\_

Applicant’s Name: \_\_\_\_\_ Applicant’s Signature: \_\_\_\_\_

Owner’s Name: \_\_\_\_\_ Owner’s Signature: \_\_\_\_\_

**Attachment 3:  
St. Johns County  
Property Appraiser  
Report**

# St. Johns County, FL

## Apply for Exemptions

Apply for Exemptions

## Homestead Compliance

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

Homestead Compliance

## Sales Questionnaire Form

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

Sales Questionnaire

## 2024 TRIM Notice

2024 TRIM Notice (PDF)

## Summary

Parcel ID	1917300000
Location Address	19 SAN CARLOS AVE SAINT AUGUSTINE 32084-0000
Neighborhood	San Marco Subdivision (598)
Tax Description*	3-8 SAN MARCO SUBD CITY W1/2 OF LOTS 11 & 13 OR6162/699 <i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Single Family (0100)
Subdivision	San Marco Subdivision
Sec/Twp/Rng	50-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.090
Homestead	N

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



## Owner Information

Owner Name	Le Huyen Kim 100%
Mailing Address	19 SAN CARLOS AVE SAINT AUGUSTINE, FL 32084-0000

Map



Valuation Information

Assessed Year	2026
Building Value	\$162,548.00
Extra Features Value	\$0.00
Total Land Value	\$192,780.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
<b>Just Market</b>	<b>\$355,328.00</b>
Total Deferred	\$0.00
<b>Assessed Value</b>	<b>\$355,328.00</b>
Total Exemptions	
<b>Taxable Value</b>	<b>\$355,328.00</b>

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

Historical Assessment Information

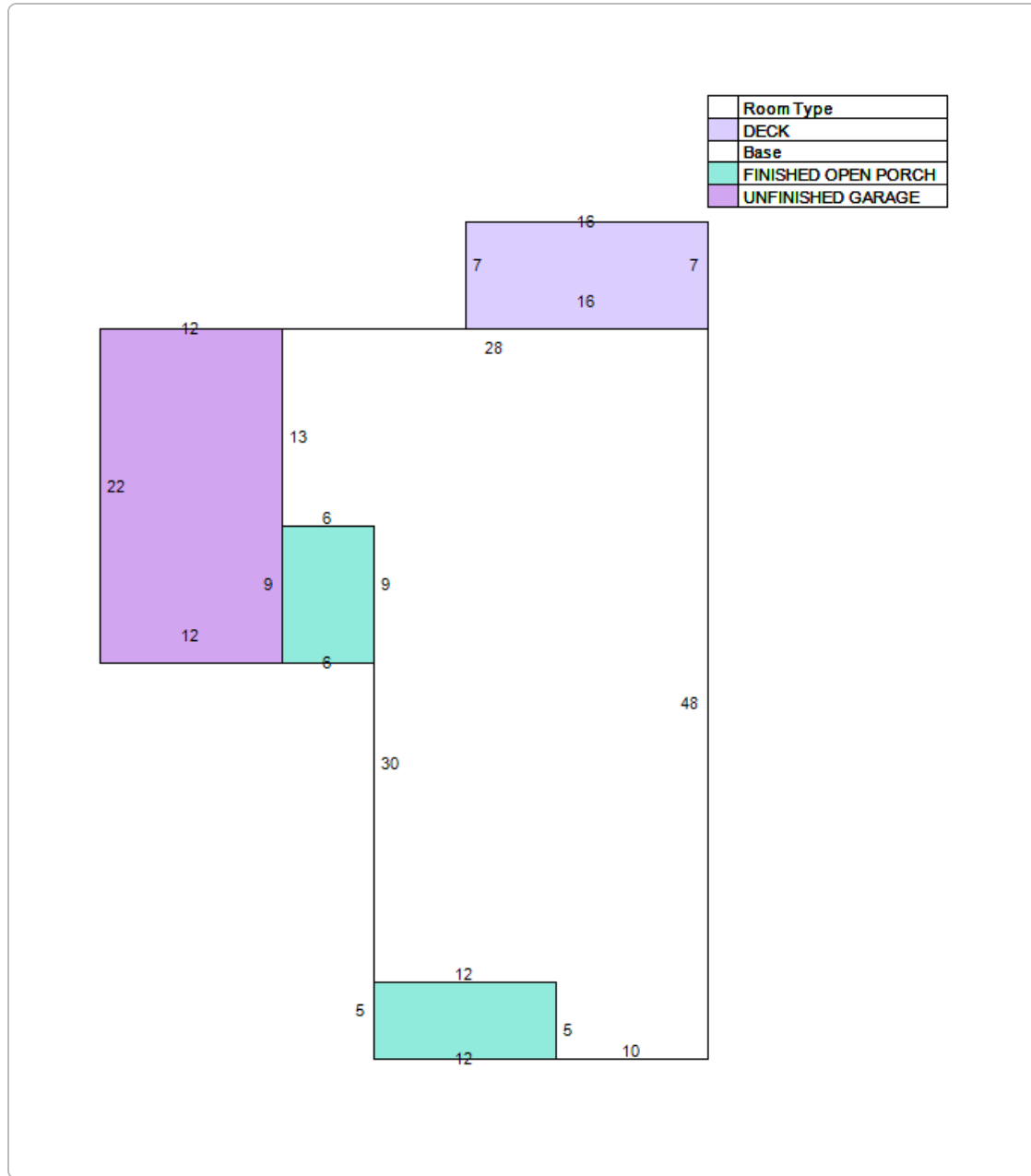
Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	\$120,167	\$0	\$192,780	\$0
2024	\$97,768	\$0	\$192,780	\$0
2023	\$101,457	\$0	\$171,360	\$0
2022	\$107,797	\$0	\$143,942	\$0
2021	\$78,783	\$0	\$89,964	\$0
2020	\$92,551	\$0	\$68,544	\$0
2019	\$75,478	\$0	\$68,544	\$0
2018	\$72,154	\$0	\$66,830	\$0
2017	\$67,633	\$0	\$53,336	\$0
2016	\$61,328	\$0	\$48,409	\$0
2015	\$55,710	\$0	\$48,409	\$0

Building Information

Building	1	Roof Cover	Metal
Building Value	\$162,548	Roof Structure	Gable Hip
Year Built	1925	Interior Flooring	Pine Wood
Actual Area	1564	Interior Wall	Drywall
Conditioned Area	1074	Heating Type	Air Duct
Use	Single Family Residence	Air Conditioning	Central
Style	01	Bedrooms	3
Exterior Wall	Cement Fiber	Baths	1.5

Description	Square Footage
UNFINISHED GARAGE	264
FINISHED OPEN PORCH	54
BASE AREA	1074
FINISHED DECK	112
FINISHED OPEN PORCH	60
Total SqFt	1564

Sketch Information



Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Single Family	51	84	51	EF	\$192,780

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
6/6/2025	5/30/2025	\$370,000.00	WARRANTY DEED	6162	699	Q	I	KNUTSEN TIFFANY ET AL	LE HUYEN KIM
5/19/2025	5/13/2025	\$0.00	CORRECTIVE QUITCLAIM	6151	838	U	I	KNUTSEN TIFFANY	KNUTSEN TIFFANY ET AL
7/26/2024	7/17/2021	\$100.00	QUIT CLAIM DEED	5992	506	U	I	KNUTSEN TIFFANY	SEAGE ANTHONY
1/22/2018	1/22/2018	\$100.00	WARRANTY DEED	4493	657	U	I	AMUNDSON FAMILY TRUST	KNUTSEN TIFFANY
9/13/2016	8/23/2016	\$100.00	WARRANTY DEED	4254	1647	U	I	AMUNDSON KATHERINE	AMUNDSON KATHERINE***

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
4/2/2013	2/11/2013	\$0.00	LIS PENDENS	<a href="#">3708</a>	<a href="#">1020</a>	U	I	DEUTSCHE BANK NATIONAL TRUST COMPANY TRUSTEE	AMUNDSON KATHERINE
	4/26/2002	\$127,000.00	WARRANTY DEED	<a href="#">1751</a>	<a href="#">1548</a>	Q	I	MC ALEAVEY SUE-SAN	AMUNDSON KATHERINE
	5/27/1997	\$0.00	OTHER INSTRUMENT	<a href="#">1244</a>	<a href="#">1051</a>	U	I	WEIR WILBUR W (DECD) & MC ALEAVEY SUE-SAN	MC ALEAVEY SUE-SAN (LETT OF ADMIN)
	2/26/1997	\$0.00	WILL	<a href="#">1244</a>	<a href="#">1048</a>	U	I	WEIR WILBUR W ESTATE (LAST WILL & TESTAMENT)	
	1/28/1997	\$0.00	COURT ORDER	<a href="#">1223</a>	<a href="#">1327</a>	U	I	WEIR WILBUR W ETAL	WEIR WILBUR W ETAL
	6/16/1994	\$61,000.00	WARRANTY DEED	<a href="#">1059</a>	<a href="#">504</a>	Q	I	AUTHENTIC OLD JAIL INC	WEIR WILBUR W & MC ALEAVEY SUE-SAN (JTRS)

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

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

[User Privacy Policy](#) | [GDPR Privacy Notice](#)  
 Last Data Upload: 2/11/2026, 3:48:08 AM

Contact Us



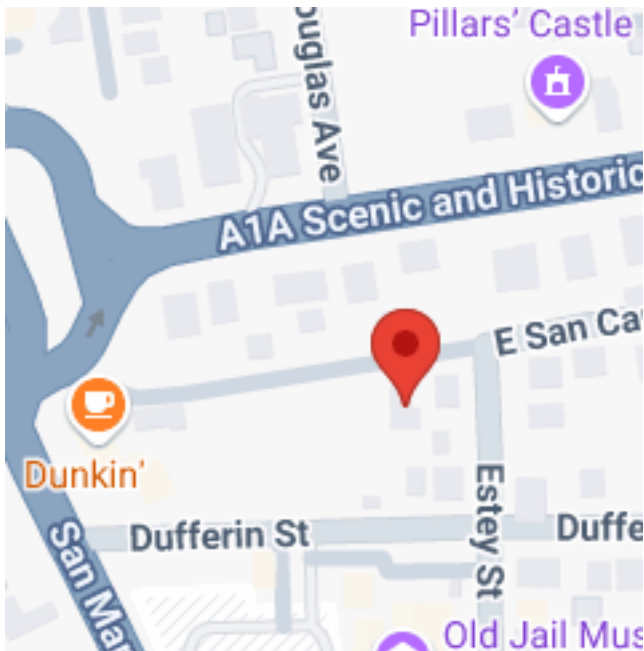
# **Attachment 4:**

## **Survey**



6250 NORTH MILITARY TRAIL, SUITE 102, WEST PALM BEACH, FL 33407- (800) 226-4807  
WWW.TARGETSURVEYING.NET

**LAND SURVEY PREPARED FOR HUYEN KIM LE**  
**19 EAST SAN CARLOS AVENUE, ST. AUGUSTINE, FL 32084**



REQUESTED BY:

BLUE OCEAN TITLE  
1665 DUNLAWTON AVE. #108  
PORT ORANGE, FL 32129  
PH. 386-944-2841



6250 N. Military Trail, Suite 102  
West Palm Beach, FL 33407  
Phone 1: 561-640-4800  
Phone 2: 1-800-226-4807  
Fax 1: 561-640-0576  
Fax 2: 1-800-741-0576

<h2>Invoice</h2>
------------------

To: BLUE OCEAN TITLE  
Survey Number: 686997  
Order Date: 4/18/2025  
Deliver To Attn: JENNIFER LIENBA  
Deliver To: BLUE OCEAN TITLE  
1665 DUNLAWTON AVE. #108  
PORT ORANGE, FL 32129

Property Address: 19 EAST SAN CARLOS AVENUE  
ST. AUGUSTINE, FL 32084

Buyers: HUYEN KIM LE  
Sellers: TIFFANY KNUTSEN, ANTHONY SEAGE  
Client File #: SJBOT-25-102

Item	Description	Amount
Survey	Survey	\$400.00

Invoice Total \$400.00

Amount Invoiced To Date: \$400.00

Amount Paid To Date: \$0.00

Total Amount Due: \$400.00

To pay with a credit card please use this link <https://securepayment.link/targetsurveying>

# LEGAL DESCRIPTION AND CERTIFICATION

THE WEST ONE HALF OF LOTS 11 AND 13, BLOCK "E" OF SAN MARCO SUBDIVISION, ACCORDING TO THE MAP OR PLAT THERE RECORDED IN MAP BOOK 3, PAGE 8 OF THE PUBLIC RECORDS OF ST JOHNS COUNTY, FLORIDA.

Community Number: 125145 Panel: 0312 Suffix: J F.I.R.M. Date: Flood Zone: AE Field Work: 4/23/2025

**Certified To:**

HUYEN KIM LE; BLUE OCEAN TITLE; HALLMARK HOME MORTGAGE LLC, ISAOA

**Property Address:**

19 EAST SAN CARLOS AVENUE  
ST. AUGUSTINE, FL 32084

Survey Number: 686997

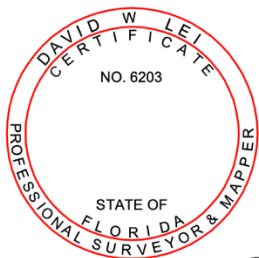
Client File Number: SJBOT-25-102

ABBREVIATION DESCRIPTION:

A.E.	ANCHOR EASEMENT	F.F. EL.	FINISH FLOOR ELEVATION	O.R.B.	OFFICIAL RECORDS BOOK
A/C	AIR CONDITIONER	F.I.P.	FOUND IRON PIPE	(P)	PLAT
B.M.	BENCH MARK	F.I.R.	FOUND IRON ROD	P.B.	PLAT BOOK
B.R.	BEARING REFERENCE	F.P.K.	FOUND PARKER-KALON NAIL	P.C.	POINT OF CURVATURE
(C)	CALCULATED	(L)	LENGTH	P.C.C.	POINT OF COMPOUND CURVE
?	CENTRAL / DELTA ANGLE	L.A.E.	LIMITED ACCESS EASEMENT	P.O.B.	POINT OF BEGINNING
CH	CHORD	L.M.E.	LAKE MAINTENANCE EASEMENT	P.O.C.	POINT OF COMMENCEMENT
(D)	DEED / DESCRIPTION	(M)	MEASURED / FIELD VERIFIED	P.R.C.	POINT OF REVERSE CURVE
D.E.	DRAINAGE EASEMENT	M.H.	MANHOLE	P.T.	POINT OF TANGENCY
D.H.	DRILL HOLE	N&D	NAIL & DISK	R/W	RIGHT-OF-WAY
D.W.	DRIVEWAY	N.R.	NOT RADIAL	(R)	RADIAL / RADIUS
E.O.W.	EDGE OF WATER	N.T.S.	NOT TO SCALE	S.I.R.	SET IRON ROD
F.C.M.	FOUND CONCRETE MONUMENT	O.H.L.	OVERHEAD UTILITY LINES	T.O.B.	TOP OF BANK
				U.E.	UTILITY EASEMENT

SYMBOL DESCRIPTIONS:

	= CATCH BASIN		= MISC. FENCE
	= CENTERLINE ROAD		= PROPERTY CORNER
	= COVERED AREA		= UTILITY BOX
	= EXISTING ELEVATION		= UTILITY POLE
	= HYDRANT		= WATER METER
	= MANHOLE		= WELL
	= METAL FENCE		= WOOD FENCE



**SURVEYORS CERTIFICATE**  
I HEREBY CERTIFY THAT THIS BOUNDARY SURVEY IS A TRUE AND CORRECT REPRESENTATION OF A SURVEY PREPARED UNDER MY DIRECTION. NOT VALID WITHOUT AN AUTHENTICATED ELECTRONIC SIGNATURE AND AUTHENTICATED ELECTRONIC SEAL, OR A RAISED EMBOSSED SEAL AND SIGNATURE.

*DL*

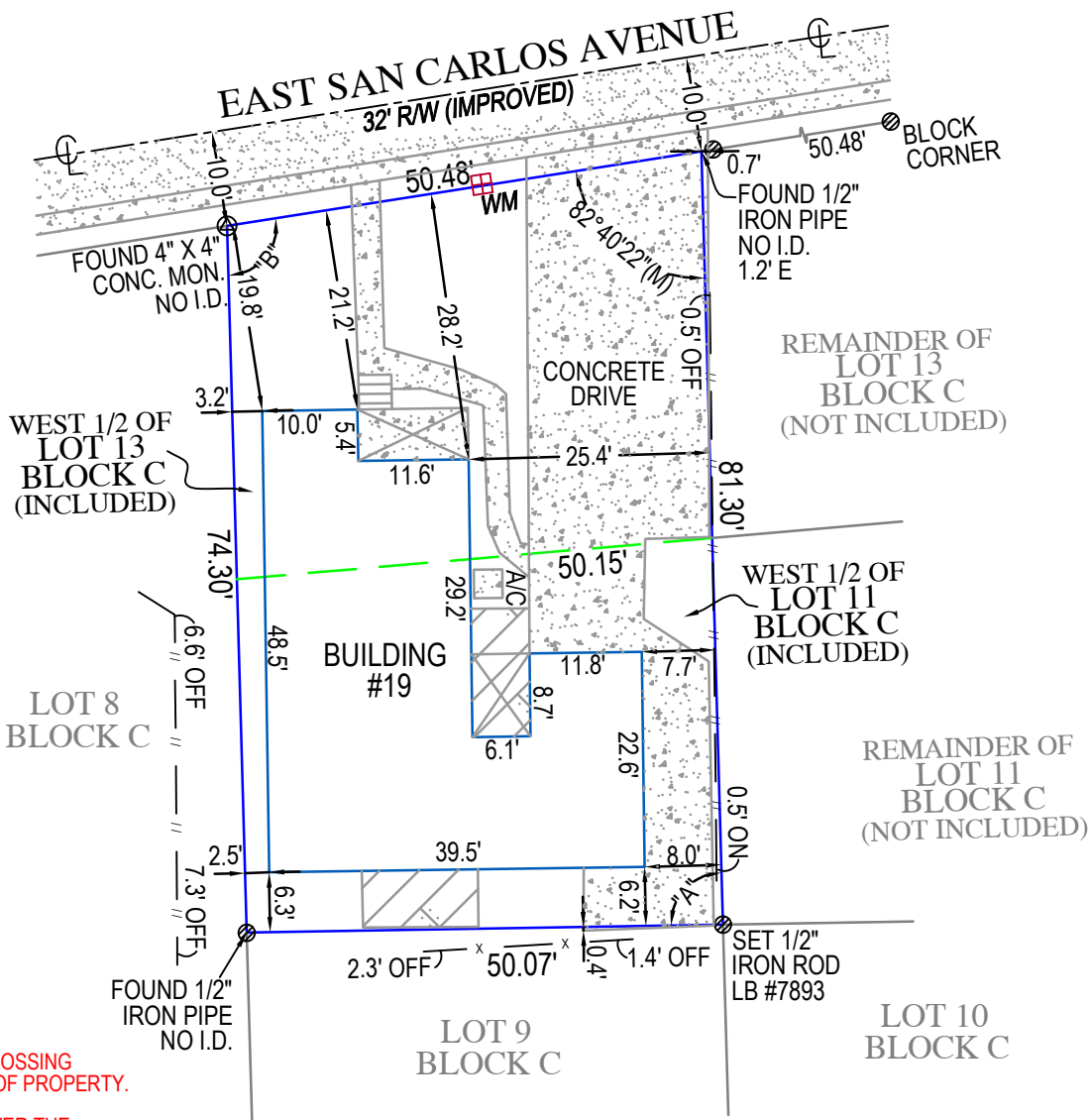
(SIGNED) \_\_\_\_\_  
DAVID W LEI  
PROFESSIONAL SURVEYOR AND MAPPER #6203



6250 N. MILITARY TRAIL, SUITE 102  
WEST PALM BEACH, FL 33407  
PHONE (561) 640-4800  
STATEWIDE PHONE (800) 226-4807  
STATEWIDE FACSIMILE (800) 741-0576  
WEBSITE: <http://targetsurveying.net>

**PRINTING INSTRUCTIONS:**  
WHEN PRINTING BE SURE TO SELECT "ACTUAL SIZE"  
TO ENSURE PROPER SCALING. DO NOT USE "FIT"  
**PAGE 1 OF 2 PAGES**  
(NOT COMPLETE WITHOUT PAGE 2)

# BOUNDARY SURVEY



**SURVEY NOTES**  
 CONCRETE DRIVE AND WALK CROSSING INTO R/W ON NORTHERLY SIDE OF PROPERTY.

CONCRETE DRIVE CROSSING OVER THE PROPERTY LINE ON EASTERLY SIDE OF LOT.

CONCRETE CROSSING OVER THE PROPERTY LINE ON SOUTHERLY SIDE OF LOT.

THERE ARE FENCES NEAR THE BOUNDARY OF THE PROPERTY.

**ANGLE DETAIL**  
 "A" = 89°21'16"(M)  
 "B" = 97°19'38"(M)

PAGE 2 OF 2 PAGES  
 (NOT COMPLETE WITHOUT PAGE 1)  
 SURVEY NUMBER:  
 686997

**GENERAL NOTES:**

- 1) LEGAL DESCRIPTION PROVIDED BY OTHERS
- 2) THE LANDS SHOWN HEREON WERE NOT ABSTRACTED FOR EASEMENTS OR OTHER RECORDED ENCUMBRANCES NOT SHOWN ON THE PLAT.
- 3) UNDERGROUND PORTIONS OF FOOTINGS, FOUNDATIONS OR OTHER IMPROVEMENTS WERE NOT LOCATED.
- 4) WALL TIES ARE TO THE FACE OF THE WALL AND ARE NOT TO BE USED TO RECONSTRUCT BOUNDARY LINES.
- 5) ONLY VISIBLE ENCROACHMENTS LOCATED.
- 6) DIMENSIONS SHOWN ARE PLAT AND MEASURED UNLESS OTHERWISE SHOWN.
- 7) FENCE OWNERSHIP NOT DETERMINED.
- 8) ELEVATIONS INDICATED HEREON ARE IN FEET AND DECIMALS REFERENCED TO N.A.V.D. 1988
- 9) THIS SURVEY HAS BEEN COMPLETED FOR A MORTGAGE TRANSACTION. ITS SCOPE IS LIMITED TO THE DETERMINATION OF TITLE DEFICIENCIES. NO DESIGN OR CONSTRUCTION SHALL BE BASED UPON THIS SURVEY WITHOUT APPROVAL FROM TARGET SURVEYING PRIOR TO SUCH USE. TARGET SURVEYING ASSUMES NO RESPONSIBILITIES FOR ERRORS RESULTING FROM FAILURE TO ADHERE TO THIS CLAUSE.
- 10) IN SOME INSTANCES, GRAPHIC REPRESENTATIONS HAVE BEEN EXAGGERATED TO MORE CLEARLY ILLUSTRATE RELATIONSHIPS BETWEEN PHYSICAL IMPROVEMENTS AND/OR LOT LINES. IN ALL CASES, DIMENSIONS SHALL CONTROL THE LOCATION OF THE IMPROVEMENTS OVER SCALED POSITIONS.



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