

CITY OF
ST. AUGUSTINE
EST. 1565

CITY OF ST. AUGUSTINE PLANNING AND ZONING BOARD
TUESDAY, APRIL 7, 2026 - 1:00 PM
ALCAZAR ROOM

1. Roll Call
2. General Public Comments for Items Not on the Agenda
3. Approval of Minutes
 - a) February 3, 2026 Regular Meeting Minutes
 - b) March 3, 2026 Regular Meeting Minutes
4. Modification and Approval of Agenda
5. Variance
 - a) PZB2026-0018
Scott G Ross - Applicant
c/o Home Sweet Accessible Home, Inc
Scott Ross and Kim Ross - Owner
[28 Montrano Ave](#)
To approve a variance to the side yard setback requirement and maximum lot coverage.
 - b) PZB2026-0026
Karen Cowart - Applicant
c/o Karen Cowart Design Associates, Inc
Stephen Kelly - Owner
[15 Avista Cir](#)
To approve a variance to reduce the setback of a retaining wall.
6. Use by Exception
 - a) PZB2026-0025
Gary McGeddy - Applicant
c/o Harvest of St. Augustine
Trinity Episcopal Parish - Owner
[17 King St](#)
To approve a use by exception for a cocktail lounge/tavern.

- b) PZB2026-0030 Greg Charalambous - Applicant
c/o Runny Ink Printing
Thompson Bros Realty Inc - Owner
[1095 Anastasia Blvd](#)
To approve a use by exception for professional and business offices.

7. Conservation Overlay Zone Development

- a) PZB2026-0010 Frederic Depuydt - Applicant
c/o Atlantic Property Builders LLC
Integrated Property Holdings Inc - Owner
[E Park Ave / PID #152400-2030](#)
To approve the removal of significant trees within Conservation Overlay Zone 3.
- b) PZB2026-0019 James Lee - Applicant
c/o J Lee Construction LLC
Renato Sindicic - Owner
[73 Magnolia Ave](#)
To approve the removal of a significant tree within Conservation Overlay Zones 2 & 3.
- c) PZB2026-0020 Craig Marlowe - Applicant & Owner
[E San Carlos Ave / PID #192035-0050](#)
To approve the construction of a dock within Conservation Overlay Zones 1 & 2.
- d) PZB2026-0027 Christina Evans, AICP - Applicant
c/o Gulfstream Design Group, LLC
William Lazar - Owner
c/o St. Johns Housing Partnership, Inc.
[5 N Whitney St](#)
To approve the removal of significant trees within Conservation Overlay Zone 3.
- e) PZB2026-0031 Matthew H. Lahti, P.E. - Applicant
c/o Gulfstream Design Group, LLC
City of St. Augustine - Owner
[500 Anastasia Blvd](#)
To approve the removal of significant trees within Conservation Overlay Zone 3.
- f) PZB2026-0023 Ryan Carter - Applicant
c/o Carter Environmental Services
Richard and Tracey Hardy - Owner
[117 Inlet Dr](#)
To approve the modification of an existing dock within Conservation Overlay Zones 1 & 2.

8. Applications Involving Madeira at St. Augustine Phase 3

a) PZB2026-0024

Ryan Carter - Applicant
c/o Carter Environmental Services
Toll Southeast LP Company Inc - Owner
[902 Pantano Dr](#)

To approve the removal of significant trees within Conservation Overlay Zones 2 & 3.

b) PZB2026-0028

Ryan Carter - Applicant
c/o Carter Environmental Services
Toll Southeast LP Company Inc - Owner
[1017 Pantano Dr](#)

To approve the removal of significant trees within Conservation Overlay Zone 3.

9. Land Use Plan Amendment & Rezoning

a) PZB2026-0032

Huyen Le - Applicant
c/o Me Lieu Property Management
Huyen Le - 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 Residential Medium Density and a compatible rezoning from Residential Single Family-One (RS-1) to Residential General-One (RG-1).

10. Other Business

11. 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
February 3, 2026

The Planning and Zoning Board met in formal session Tuesday, February 3, 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
Christine Tucker
Absent Jan Kelly (Excused)
- City Staff: Amy Skinner, Director, Planning & Building Department
Sarah Daugherty, Senior Planner
Isabelle Lopez, City Attorney
Michele Fudo, Recording Secretary

2. General Public hearings for Items Not on the Agenda

none

3. Approval of Minutes

MOTION

Mr. Pappas **MOVED** to **APPROVE** the December 2, 2026 minutes as presented. The motion was **SECONDED** by Mr. Davis and **PASSED BY UNANIMOUS VOICE VOTE**.

4. Modification and Approval of Agenda

Item 6.a. PZB2025-0072 was withdrawn.

MOTION

Mr. Pappas **MOVED** to **APPROVE** the Agenda to include the withdrawal of PZB2025-0072. The motion was **SECONDED** by Mr. Blow and **PASSED BY UNANIMOUS VOICE VOTE**.

5. Variance

5. (a) PZB2025-0103 – Jamie Mackey c/o Emergency Services and Homeless Coalition of St. Johns County, Inc – Applicant Emergency Services & Homeless Coalition of St. Johns County– Owner 3 Nesbit Avenue

To approve a variance to reduce the number of required off-street parking spaces.

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 minimum off-street parking requirements at 3 Nesbit Avenue / PID 104410-0000.

Jamie Mackey reviewed the application.

Ex Parte Communication: none

7 certified notices were sent, 2 were returned in favor, 1 was returned opposed and 1 had comments.

Public hearing was opened.

Michelle Burgess said that she was opposed to the reduction in parking because she felt that parking was needed no matter how many units there would be on the property. She based her comments on the possibility that more people were of driving age than had been presented. She thought the proposal would limit access for residents in the area, garbage trucks, and emergency services. She suggested that one less unit be constructed, because then the proper parking could be provided.

Public hearing was closed.

Mr. Mackey provided his rebuttal.

The Board discussed:

- This was a great project
- Would not want to lose units
- Continuing the loop in the parking area would increase the parking availability
- If the driveway was continued, the applicant would be required to rebuild Ewing Street
- Moving the dumpster was another possibility; however, there needed to be a turnaround for the garbage truck and emergency vehicles
- Move units one through ten closer to the setback, which would allow for more parking
- There were twenty-one spaces at the building across the street that supported the office in the daytime and the residents at night
- There was a critical need for affordable housing
- This was a two-acre lot and zoning allowed for thirty-two units
- Variance was light for parking
- Agreed that moving the buildings back closer to the setback was a good idea to increase parallel parking.
- Open to any variance that would increase parking.
- There was an area where pervious paving could be used to increase the number of parking spaces

- Needed to look at the plan to be sure that drainage requirements would be met
- The applicant could return for a different variance request for setbacks
- If the previously approved parking could be achieved, there would be no need to return to PZB

MOTION

Mr. Davis MOVED to APPROVE application PZB2025-0103 at 3 Nesbit Street to reduce parking from twenty-three spaces down to seventeen spaces; encouraging the applicant to have a total of twenty-two spaces if able, based on the four criteria. The motion was SECONDED by Mr. Pappas.

VOTE ON MOTION:

AYES: Davis, Pappas, 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**

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

This item was withdrawn. See item four.

**6. (b) PZB2025-0101 – Eivan Shahara c/o Mint Cannabis LLC – Applicant
Fla Land Holdings Two LLC – Owner
160 King Street**

To approve a use by exception for a medical marijuana dispensary.

Ms. Daugherty read the staff report and said based on a review of Sec. 28-29, staff find that the Board may APPROVE, with or without conditions, a medical marijuana treatment center use by exception request

within the CM-2 zoning district at 160 King Street / PID 111030-0000.

Rudy Molina reviewed the application.

Ex Parte Communication: none

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

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

The Board discussed:

- This was an existing business
- There was no extension of the business use
- This was similar to a previous application

MOTION

Ms. Tucker MOVED to APPROVE application PZB2025-0101 a use by exception for a proposed medical marijuana treatment center located in the CM-2 zoning district at 160 King Street. The motion was SECONDED by Ms. Barnes.

VOTE ON MOTION:

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

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

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 January 6, 2026 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 072581-0040.

Based on a review of Sec. 28-29, staff finds that the Bord 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 off-street automobile parking spaces at San Sebastian 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 reviewed the application with James Whitehouse.

The Board presented their Ex Parte Communication.

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

The Board discussed

- This was a vacant property with CM-2 zoning
- There needed to be sufficient parking for moving vans and trucks
- There seemed to be progress in saving significant trees as requested by the board
- Hesitant to use a letter from the end user to determine the need for additional storage facilities

- The code allowed for a variance if significant trees were saved

Ms. Lopez confirmed that the language was in the code and advised that it would give some flexibility for granting the variance.

- Did not agree that there was a shortage of storage space in the area
- Financial viability was not the metric to measure this application
- Wanted the staff to review the new information before deciding
- Criteria needed to be met for use by exception
- The premise that 10,000 new homes would be going into the area might not be accurate
- Was not in favor of the parking plan as proposed
- Not sure of the need for additional storage space
- Agreed that less parking was acceptable; however, did not support the proposed plan
- This property was surrounded by commercial not residential
- Needed confirmation of how many units there would be in the facility
- 600 units would require ten parking spaces, 700 units would require twelve parking spaces
- Compared other storage spaces to understand the parking requirements
- Adding additional units to the area could cause pricing to decrease, which would be for the public good
- There would be a 185-foot loading zone on the side of the building, and this would accommodate large trucks when unloading
- The restaurant was conceptual only at this point
- There was evidence that showed this would serve a need for the public
- Another benefit was that there would be less congestion from a storage facility as opposed to an apartment complex

- Needed to determine if the use by exception met the criteria

Ms. Lopez advised that comprehensive substantial evidence was needed to determine that the criteria had been met. She encouraged the board to ask staff questions if necessary.

Mr. Whitehouse provided information that stated that per capita there was not enough storage space available and more so when air-conditioned space was included.

Ms. Skinner explained that the CM-2 zoning was the highest level of use, and certain uses required a higher level of review. She explained that the US-1 corridor was the most commercial corridor and allowed for a wide variety of uses.

MOTION

Mr. Davis MOVED to APPROVE application PZB2025-0086 San Sebastian View for the use by exception for a storage facility as it met the four criteria; and the variance to the minimum off-street parking requirements to include 12 parking spaces for the storage facility, and the removal of significant trees and canopy within Conservation Overlay Zone 3 with the amendment for the trees as presented February 3, 2026. The motion was SECONDED by Ms. Barnes.

VOTE ON MOTION:

AYES: Davis, Barnes, Blow, Pappas, Tucker

NAYES: Johns

MOTION CARRIED 5/1¹

8. Conservation Overlay Zone Development Applications Involving Madeira at St. Augustine Phase 3

8. (a) PZB2026-0002 – Ryan Carter c/o Carter Environmental Services – Applicant

¹ Recess from 2:41 – 2:56 pm

**Toll Southeast LP Company Inc – Owner
725 Pantano Drive**

To approve the removal of significant trees and significant tree canopy within Conservation Overlay Zones 2 & 3.

Ms. Daugherty read the staff report and said 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 725 Pantano Drive / PID 073433-0830.

Because the application is incomplete, staff recommend Continuation for additional information or reconsideration or Denial of the application.

The applicant should provide the following information:

1. The tree mitigation plan should include all easements including utility, drainage, and conservation easements so that the Board can accurately determine if the structure can be moved to save trees.

2. An arborist report so that the Board can assess the health and condition of the trees to make accurate determination on the value of retaining (Sec. 11-29 (d)(1)(a)).

Ryan Carter reviewed the application.

The Board presented their Ex Parte Communication.

7 certified notices were sent, 0 were returned in favor, 2 were returned opposed and 0 had comments.

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

The Board discussed

- Not many options on this lot for changes

- Ordinances addressed tree canopy but not habitat for wildlife
- There should be some consideration for the existing wildlife
- There was good work done to save significant trees on the lot
- Utilities were already in place
- Easements were across the front of the properties
- Drainage was natural on the back of the lot
- Trees that were located close to the proposed house may have to come out later because of insurance requirements
- Site plans were based on the buyer selections

MOTION

Mr. Blow MOVED to APPROVE application PZB2026-0002 725 Pantano Drive. The motion was SECONDED by Ms. Barnes.

VOTE ON MOTION:

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

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

**8. (b) PZB2026-0003 – Ryan Carter c/o Carter Environmental Services – Applicant
Toll Southeast LP Company Inc – Owner
1006 Pantano Drive**

To approve the removal of significant trees and significant tree canopy within Conservation Overlay Zones 2 & 3.

Ms. Daugherty read the staff report and said 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 1006 Pantano Drive / PID 073433-0950.

Because the application is incomplete, Staff recommends Continuation for additional information or reconsideration or Denial of the application.

The applicant should provide the following information:

- The tree mitigation plan should include all easements including utility, drainage, and conservation easements so that the Board can accurately determine if the structure can be moved to save trees.
- An arborist report so that the Board can assess the health and condition of the trees to make accurate determination on the value of retaining (Sec. 11-29 (d)(1)a).

Mr. Carter reviewed the application.

Ex Parte Communication: none

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

Public hearing was opened.

Jessica Moscatello asked if there would be any preserved areas in the new development.

Public hearing was closed.

There was consensus with the board for approval.

MOTION

Ms. Barnes MOVED to APPROVE application PZB2026-0003 1006 Pantano Drive to approve the removal of significant trees and significant tree canopy within Conservation Overlay Zones 2 & 3 The motion was SECONDED by Mr. Pappas.

VOTE ON MOTION:

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

**NAYES: NONE
MOTION CARRIED UNANIMOUSLY**

8. (c) PZB2026-0004 – Ryan Carter c/o Carter Environmental Services – Applicant Toll Southeast LP Company Inc – Owner 1033 Pantano Drive

To approve the removal of significant trees and significant tree canopy within Conservation Overlay Zones 2 & 3.

Ms. Daugherty read the staff report and said 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 1033 Pantano Drive / PID 073433-1170.

Because the application is incomplete, Staff recommends Continuation for additional information or reconsideration or Denial of the application.

The applicant should provide the following information:

- The tree mitigation plan should include all easements including utility, drainage, and conservation easements so that the Board can accurately determine if the structure can be moved to save trees.
- An arborist report so that the Board can assess the health and condition of the trees to make accurate determination on the value of retaining (Sec. 11-29 (d)(1)a).

Mr. Carter reviewed the application.

The Board presented their Ex Parte Communication.

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

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

There was consensus with the board for approval.

MOTION

Ms. Johns MOVED to APPROVE application PZB2026-0004 at 1033 Pantano Drive. The motion was SECONDED by Ms. Barnes.

VOTE ON MOTION:

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

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

8. (d) PZB2026-0005 – Ryan Carter c/o Carter Environmental Services – Applicant Toll Southeast LP Company Inc – Owner 784 Pantano Drive

To approve the removal of significant trees and significant tree canopy within Conservation Overlay Zones 2 & 3.

Ms. Daugherty read the staff report and said 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 784 Pantano Drive / PID 073433-1240.

Because the application is incomplete Staff recommends Continuation for additional information or reconsideration or Denial of the application.

The applicant should provide the following information:

- The tree mitigation plan should include all easements including utility, drainage, and conservation easements so that the Board can accurately determine if the structure can be moved to save trees.

- An arborist report so that the Board can assess the health and condition of the trees to make accurate determination on the value of retaining (Sec. 11-29 (d)(1)a).

Mr. Carter reviewed the application.

The Board presented their Ex Parte Communication.

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

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

Ms. Barnes questioned the absence of an arborist report.

Mr. Carter explained the process that was used with the survey and arborist.

After Board discussion there was consensus for approval.

MOTION

Mr. Pappas MOVED to APPROVE application PZB2026-0005 to approve the removal of significant trees and significant tree canopy within Conservation Overlay Zones 2 & 3. The motion was SECONDED by Ms. Barnes.

VOTE ON MOTION:

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

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

8. (e) PZB2026-0006 – Ryan Carter c/o Carter Environmental Services – Applicant Toll Southeast LP Company Inc – Owner 664 Pantano Drive

To approve the removal of significant trees and significant tree canopy within Conservation Overlay Zones 2 & 3.

Ms. Daugherty read the staff report and said 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 664 Pantano Drive / PID 73433-1290.

Because the application is incomplete Staff recommends Continuation for additional information or reconsideration or Denial of the application.

The applicant should provide the following information:

- The tree mitigation plan should include all easements including utility, drainage, and conservation easements so that the Board can accurately determine if the structure can be moved to save trees.
- An arborist report so that the Board can assess the health and condition of the trees to make accurate determination on the value of retaining (Sec. 11-29 (d)(1)a).

Mr. Carter reviewed the application

The Board presented their Ex Parte Communication.

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

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

After Board discussion there was consensus for approval.

MOTION

Ms. Tucker MOVED to APPROVE application PZB2026-0006 to approve the removal of significant trees and significant tree canopy within Conservation Overlay Zones 2 & 3 at 624

Pantano Drive for the construction of a single-family home. The motion was SECONDED by Mr. Davis.

VOTE ON MOTION:

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

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

9. Other Business

none

10. Adjournment

Having no further business, Ms. Tucker adjourned the meeting at 3:40 P.M.²

Asleigh Barnes, Chairperson

² Transcribed by Michele Fudo

CITY OF ST. AUGUSTINE

Planning and Zoning Board Regular Meeting
March 3, 2026

The Planning and Zoning Board met in formal session Tuesday, March 3, 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:

- | | |
|-----------------------------|---|
| <u>1. Roll Call:</u> | Ashleigh Barnes, Chairperson |
| Absent | Susan Johns, Vice- Chairperson (Excused) |
| | Charles Pappas |
| | Mike Davis |
| | Carl Blow |
| Absent | Christine Tucker (Excused) |
| | Jan Kelly |
| City Staff: | Amy Skinner, Director, Planning & Building Department |
| | Sarah Daugherty, Senior Planner |
| | Isabelle Lopez, City Attorney |
| | Michele Fudo, Recording Secretary |

2. General Public hearings for Items Not on the Agenda

BJ Kalaidi thanked the Board for their service.

Mr. Blow mentioned the seawall replacement work that was beginning soon. He said that on March 5, 2026 the DOT was hosting an open house for the public benefit between 4 and 6 pm.

3. Approval of Minutes

MOTION

Mr. Pappas MOVED to APPROVED the January 6, 2026 minutes as presented. The motion was SECONDED by Ms. Kelly and APPROVED by UNANIMOUS VOICE VOTE.

4. Modification and Approval of Agenda

Item 6.b PZB2026-0010 was administratively withdrawn and would be readvertised with the correct PID for the April 7, 2026 meeting.

Item 7. (a) PZB2026-0013 was withdrawn by the applicant.

MOTION

Mr. Pappas MOVED to APPROVE the Agenda with the following changes: PZB2026-0010 would be readvertised with the correct PID for the April 7, 2026 meeting and PZB2026-0013 was withdrawn by the applicant The motion was SECONDED by Mr. Davis and APPROVED by UNANIMOUS VOICE VOTE.

5. Variance

5. (a) PZB2026-0007 – Jeff Sapp – Applicant & Owner 50 Florida Avenue

To approve a variance to the side and rear yard setback requirement.

Sarah Daugherty read the staff report and said based on a review of Sec. 28-29 sataff 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.

Jeff Sapp reviewed the application.

The Board presented their Ex Parte Communication.

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

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

The Board discussed:

- There was not a lot of information provided
- No pictures or drawings were provided
- The proposed use of the building was not set
- The property was for sale
- This was an after the fact approval
- Under RS-2, a guest house was allowed
- A shed was allowed up to three feet from the property line
- A guest house must meet the primary setbacks
- The building official would determine what would be cooking facilities
- Permits should have been submitted ahead of the actual construction
- No hardship existed as the structure could have been placed elsewhere on the lot
- Structure was on piers and only 200 square feet
- This could be moved to another location on the lot and be in compliance
- If the building was moved to within the setbacks, only permits would be required
- This did not meet the criteria for variance

MOTION

Mr. Blow MOVED to DENY application PZB2026-0007 because it did not meet the

requirements for variance. The motion was SECONDED by Ms. Barnes.

VOTE ON MOTION:

AYES: Blow, Barnes, Kelly, Davis, Pappas

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

5. (b) PZB2026-0012 – James G. Whitehouse, Esq. c/o St. Johns Law Group – Applicant
Elliot Pacetti and Wanda Wicker – Owner
24 Macaris Street

To approve a variance to the rear yard setback requirement.

Ms. Daugherty read the staff report and said 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.

The Board presented their Ex Parte Communication.

13 certified notices were sent, 2 were returned in favor, 1 was returned opposed and 1 had comments.

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

The Board discussed:

- Maintaining the current location of the house would be beneficial to the live oak trees on the west side of the lot
- Justification for the variance was the historic preservation of the house
- The variance was tied to the site plan as presented
- Currently, the garage was six inches from the back of the property
- Proposal would move the garage to seven and one half feet from the rear property line
- The proposed garage would be two story structure in the back

- Building the garage in the rear would preserve the streetscape and historic nature of the street
- The HARB had dictated the placement of the garage
- The trees on the lot would be protected

MOTION

Mr. Davis MOVED to APPROVE application PZB2026-0012 at 24 Macaris Street To approve a variance to the rear yard setback requirement as it met the criteria and would apply to the presented site plan and HARB approval. The motion was SECONDED by Mr. Pappas.

VOTE ON MOTION:

AYES: Davis, Pappas, Kelly, Blow, Barnes

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

Ms. Lopez advised the applicant that this approval was not the final step, that building permits would need to be obtained and approved.

**5. (c) PZB2026-0014 – Donald Webb c/o Flamingo Coffee – Applicant
Bruce Maquire – Owner
322 Anastasia Boulevard**

To approve a variance request to reduce the required off-street parking.

Sarah Daugherty read the staff report and said based on a review of Sec. 28-29 staff find that the Board may APPROVE the variance request to the minimum off-street parking requirements.

Donald Webb reviewed the application.

The Board presented their Ex Parte Communication.

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

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

The Board discussed:

- Confirmed that there was no bike parking currently
- There was existing café seating and the drive through would be an additional part of the business
- The parking code was not as restrictive previously
- The drive through window had been approved previously

MOTION

Mr. Blow MOVED to APPROVE application PZB2026-0014 without any conditions. The motion was SECONDED by Ms. Barnes.

VOTE ON MOTION:

AYES: Blow, Barnes, Kelly, Davis, Pappas

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

**5. (d) PZB2026-0015 – Paul Huijing – Applicant & Owner
445 Ocean Vista Avenue**

To approve a variance request to the maximum height allowance.

Sarah Daugherty read the staff report and said 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.

Paul and Christine Huijing reviewed the application.

The Board presented their Ex Parte Communication.

7 certified notices were sent, 3 were returned in favor, 0 were returned opposed and 1 had comments.

Public hearing was opened.

BJ Kalaidi said that the presentation by the applicant was excellent. She asked about the comments regarding the garden.

Mr. Huijing advised that there was framing to support a roof garden, but there would be no garden.

Public hearing was closed.

The Board discussed:

- Confirmed the frame would support the additional weight
- This was a complete application with all the necessary information provided
- This house had a very elaborate storm water treatment system
- Proposed height was three feet over the current height
- This addition would not be visible from the street

MOTION

Ms. Barnes MOVED to APPROVE application PZB2026-0015 on the basis that it complies with the variance requirements. The motion was SECONDED by Ms. Kelly.

VOTE ON MOTION:

AYES: Barnes, Kelly, Davis, Blow, Pappas

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

Ms. Lopez and Ms. Barnes advised the applicant that this approval was not the final step, that building permits would need to be obtained and approved.

**5. (e) PZB2026-0016 – Shane J. Johnston
c/o Generation Homes, LLC – Applicant
Elizabeth Sadow – Owner
31 Hibiscus Avenue**

To approve a variance to the side yard setback requirement.

Ms. Daugherty read the staff report and said based on a review of Sec. 28-29 staff find that the Board can AAPROVE variance request to reduce the side yard setback as the variance criteria are met.

Shane Johnston reviewed the application.

The Board presented their Ex Parte Communication.

16 certified notices were sent, 2 were returned in favor, 0 were returned opposed and 1 had comments.

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

The Board discussed:

- Confirmed the addition was the same height as the existing structure
- This house was over both setbacks because it was built before the current code was put in place

MOTION

Mr. Pappas MOVED to APPROVE application PZB2026-0016 as it met the criteria. The motion was SECONDED by Ms. Barnes.

VOTE ON MOTION:

AYES: Pappas, Barnes, Kelly, Davis, Blow

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

Ms. Lopez advised the applicant that this approval was not the final step, that building permits would need to be obtained and approved.

**6. Conservation Overlay Zone
Development**

**6. (a) PZB2026-0009 – Thomas Stafford –
Applicant & Owner
354 Five Island Drive**

To approve the modification of an existing dock within Conservation Overlay Zones 1 & 2.

Ms. Daugherty read the staff report and said review of Section 11-29 is the responsibility of the Planning and Zoning Board for the proposed development within Conservation Overlay Zone 1 & 2.

Thomas Stafford reviewed the application.

Ex Parte Communication: none

24 certified notices were sent, 2 were returned in favor, 1 was returned opposed and 2 had comments.

Public hearing was opened.

Michael Garbee wanted to be sure that the dock was going to be built to the presented specifications.

Public hearing was closed.

After a brief discussion there was consensus with the Board for approval.

MOTION

Mr. Davis MOVED to APPROVE application PZB2025-0009 at 254 Five Island Drive, to approve the modification of an existing dock within Conservation Overlay Zones 1 & 2. The motion was SECONDED by Ms. Barnes.

VOTE ON MOTION:

AYES: Davis, Barnes, Kelly, Blow, Pappas

NAYES: NONE

MOTION CARRIED UNANIMOUSLY

Ms. Lopez advised the applicant that this approval was not the final step, that building permits would need to be obtained and approved.

6. (b) PZB2026-0010 – Frederic Depuydt c/o Atlantic Property Builders LLC – Applicant

Integrated Property Holdings Inc – Owner E Park Avenue / PID 152400-2020

To approve the removal of significant trees within Conservation Overlay Zone 3.

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. See item four.

7. Land Use Plan Amendment and Rezoning

7. (a) PZB2026-0013 – Huyen Le – Applicant & Owner 19 E San Carlos Avenue / PID 191730-0000

This item was withdrawn by the applicant. See item four.

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

8.(a) Updates regarding the evaluation of the City’s Comprehensive Plan

Ms. Skinner advised the Board that the City Commission had tasked staff with studying the city code as it related to tree canopy and landscaping to provide more clarity.

Mr. Pappas said that it would be prudent to make the code amenable to residents, and to consider a balance of trees and habitat in the future.

Mr. Davis thought the tree code was punitive and never took into account the total number of trees on a lot when looking at tree removal.

Ms. Skinner told the board that the shared parking plan was still in progress and would

be presented to the commission upon completion.

9. Adjournment

Having no further business, Ms. Tucker adjourned the meeting at 2:21 P.M.¹

Ashleigh Barnes, Chairperson

DRAFT

¹ Transcribed by Michele Fudo



Planning and Zoning Board

Planning Division Staff Report
 Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
April 7, 2026	5.a.	PZB2026-0018
Request	Address	Parcel ID
Variance	28 Montrano Ave	214890-0000

Site & Background Information

Applicant: Scott G. Ross
 c/o Home Sweet Accessible Home, Inc

Owner: Scott Ross and Kim Ross

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: 0.28

Neighborhood: North Davis Shores

Archaeological Zone: N/A

Request Summary

This application is a VARIANCE request to reduce the side yard setback from fifteen (15) feet to three (3) feet and a VARIANCE request to increase the lot coverage from the maximum allowed 25% to 26.38% in the Residential Single Family-One (RS-1) designation at 28 Montrano Ave. The approval of this request would allow the construction of a new 560 square foot covered RV Carport.

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

Goal, Policy, or Objective	Staff Analysis
Future Land Use Element [LINK TO DOCUMENT]	
<p>FLUE Policy 6.4.3</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 [LINK TO DOCUMENT]	
Conservation and Coastal Management Element [LINK TO DOCUMENT]	
Recreation and Open Space Element [LINK TO DOCUMENT]	
Transportation and Mobility Element [LINK TO DOCUMENT]	
Housing Element [LINK TO DOCUMENT]	
Infrastructure Element [LINK TO DOCUMENT]	

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

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

Lot Coverage means that portion of the lot, excluding open water bodies determined using the mean high water line, that is covered by buildings and structures, measured from the face of the vertical wall of the building or structure, not including roof overhang, but including awnings, carports, or other unenclosed structures.

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.

Sec. 28-348. – Accessory Uses and Structures. [[LINK TO SECTION](#)]

Accessory uses and structures are permitted in all districts provided such uses and structures are of a nature customarily incidental and clearly subordinate to a permitted or permissible principal use or structure and, unless otherwise provided, are located on the same lot (or contiguous lot in the same ownership) as such principal use. Where a building or portion thereof is attached to a building or structure containing such principal use, such building or portion shall be considered as a part of a principal building and not an accessory building. Accessory uses shall not involve operations or structures not in keeping with the character of the district where located and shall be subject to the following:

(1) Accessory uses and structures shall not be located in required front or side yards, or within three (3) feet of rear property lines, in any residential district except as follows:

- a. On multiple-frontage lots, through lots and corner lots, accessory uses and structures may be located in any required side yard but not less than three (3) feet from any side lot line.
- b. Accessory structures for residential purposes such as guesthouses shall not be located in any required yard.
- c. Detached accessory structures (other than as in subsection (2) above or as otherwise specified elsewhere in this section) **which are separated from the main structure by not less than ten (10) feet may be located in a required side or rear yard, but not less than three (3) feet from any lot line.**

	RS-1	28 Montrano Ave
Lot coverage by all buildings	Maximum of Twenty-five (25) percent	21.8% (Current)/ 26.38% (Proposed)
Front yard setback	Minimum of Twenty (20) feet	20+ Feet
Side yard(s) setback	Minimum of fifteen (15) feet	15+ ft on one side / 8 ft on other
Rear yard setback	Minimum of Twenty (20) feet	20+
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 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 created 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 that the request will not be contrary to the public interest and will positively impact on the neighbors by covering the RV from their view.
Per the City's Land Development Code Section 28-348, if the proposed RV structure was separated from the main structure by 10 ft, the 3 ft side setback would be allowed by code.

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, or **APPROVE** as variance criteria is met, or **DENY** the application based on the variance criteria not being met for a variance request to reduce the side yard setback and increase the allowable lot coverage for an accessory structure.

Attachments

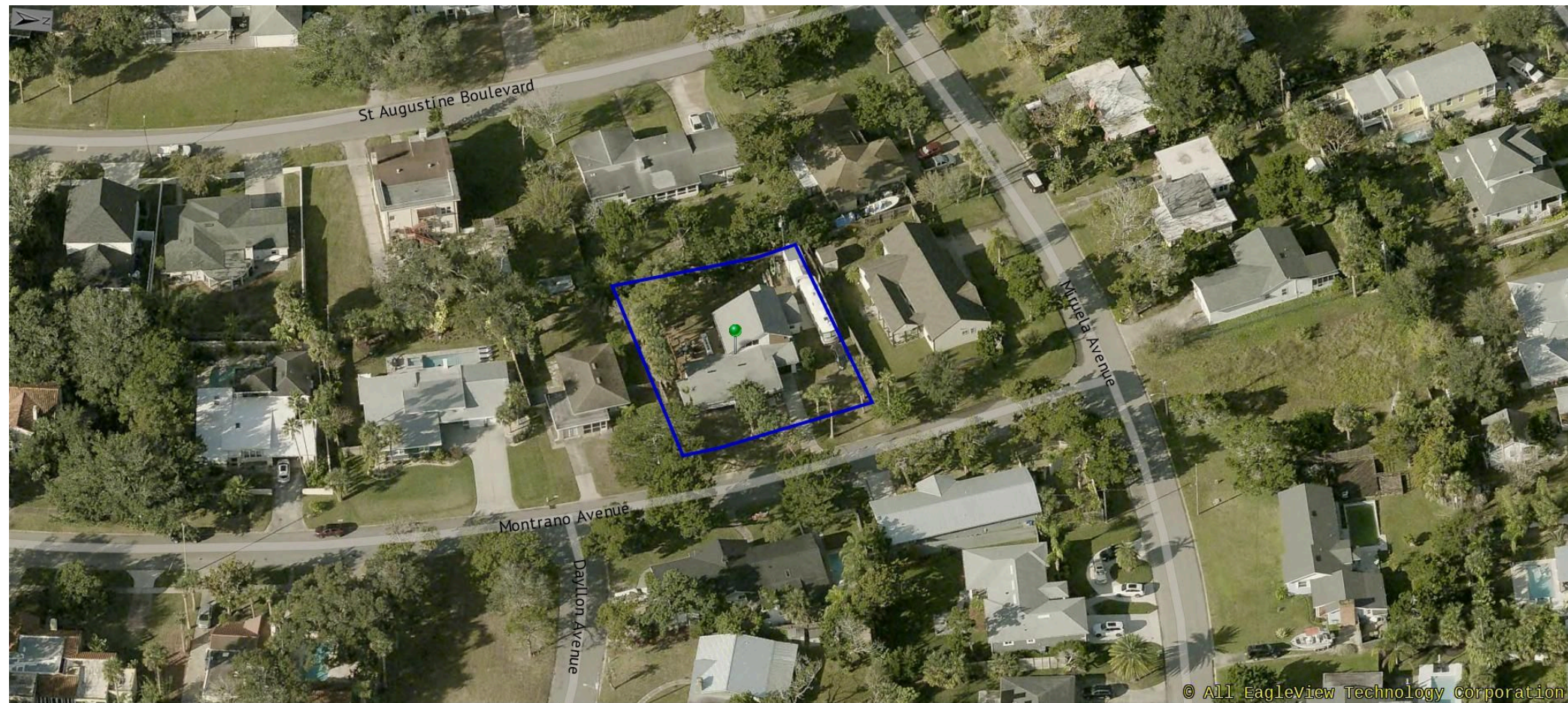
1. Site Maps & Photos
2. Application
3. St. Johns County Property Appraiser Report
4. Supplemental Information

Staff Report prepared by:

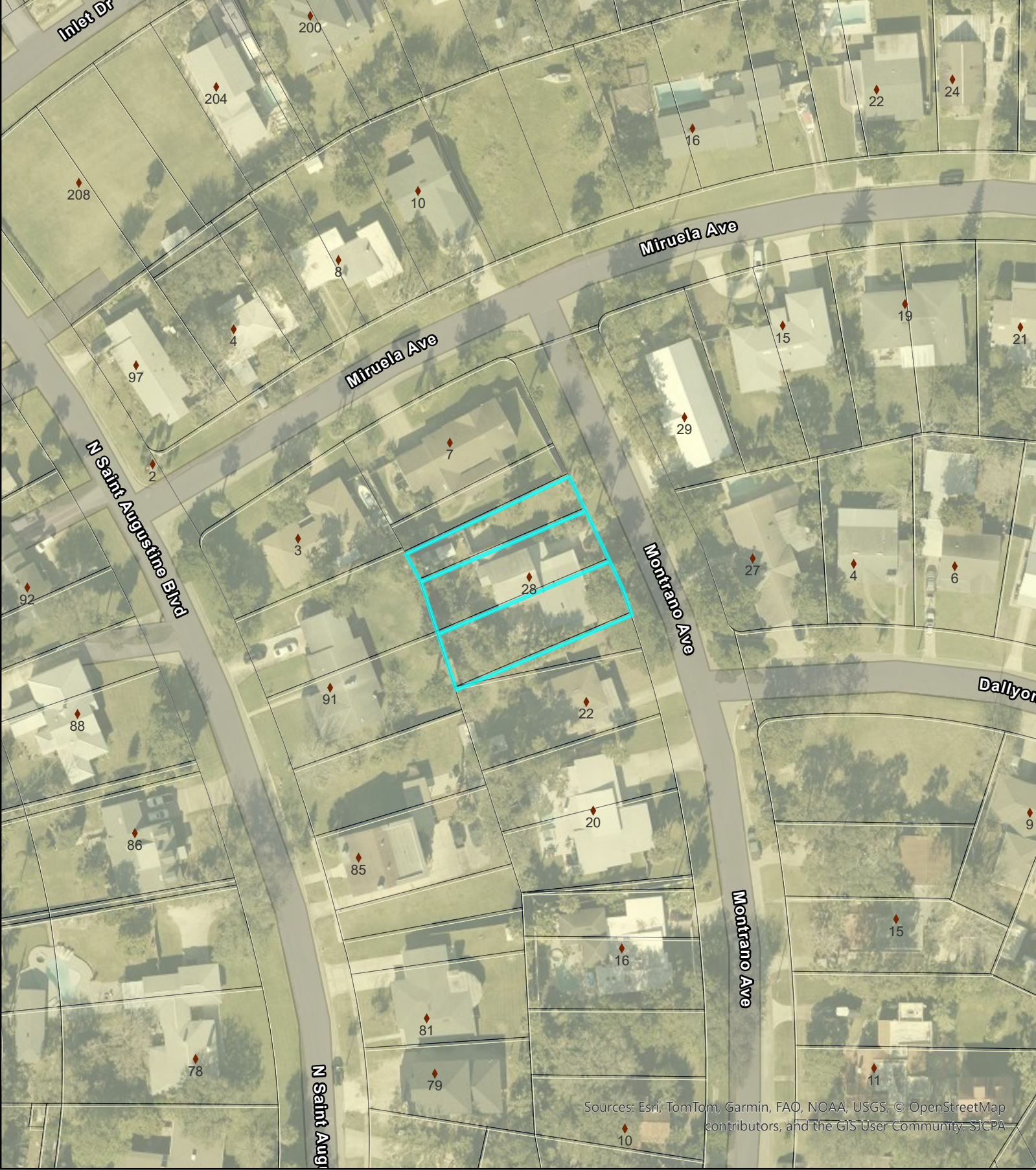
Jennifer Thompson, AICP
Senior Planner
Planning and Building Department

**Attachment 1:
Site Maps
and Photos**

28 Montrano Ave.



12/13/2025



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

Zoning Map

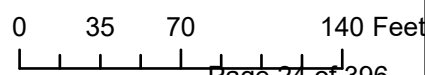
City of St. Augustine

28 Montrano Ave.

Legend

Residential Single-Family-One (RS-1)

Scale: 1:1,000





Future Land Use

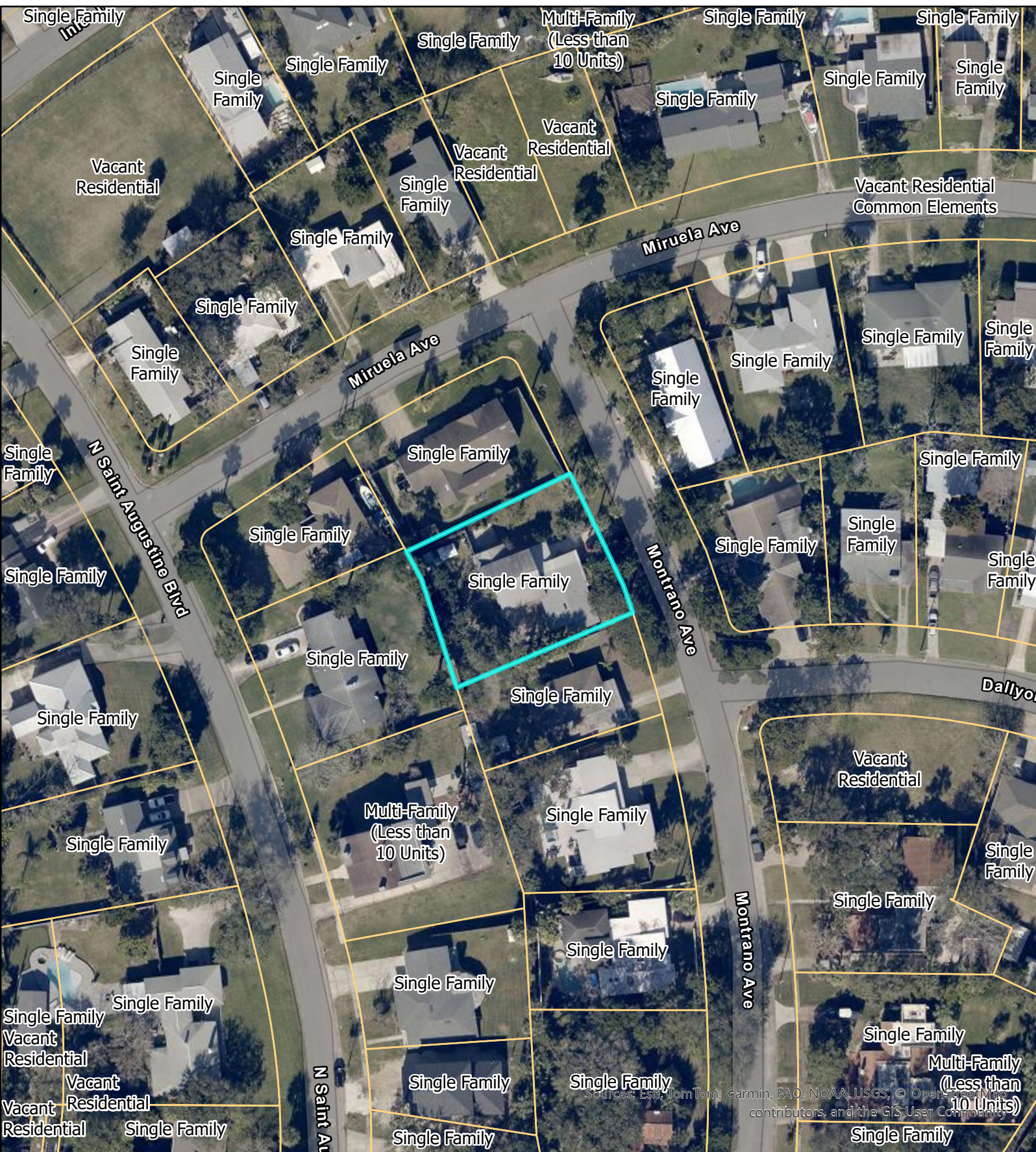
City of St. Augustine
28 Montrano Ave.

Legend
 Residential Low Density

Scale: 1:1,000

0 30 60 120 Feet

Page 25 of 396

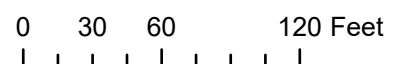


St Johns County Property Appraiser
Use Classification
City of St. Augustine
 28 Montrano Ave.

Legend

 ParcelInfo

Scale: 1:1,000



Legend

DEM2018

Value

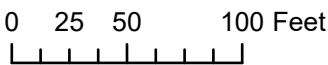
- 23.451 to 0
- 0 to 2
- 2 to 4
- 4 to 6
- 6 to 8
- 8 to 10
- 10 to 15
- 15 to 25
- 25 to 50
- 50 to 155



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



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



Scale: 1:1,000



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

FEMA Flood Zones

City of St. Augustine

28 Montrano Ave.

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: Scott Ross Contact Number: 9045454649
 Business (if applicable): Home Sweet Accessible Home, Inc
 Address: 28 Montrano Avenue City: St Augustine State: FL Zip: 32080
 E-Mail Address: scott@homesweetjax.com

2. NAME OF PROPERTY OWNER: Scott Ross, Kim Ross Contact Number: 9045454649
 Business (if applicable): _____
 Address: 28 Montrano Avenue City: St Augustine State: FL Zip: 32080
 E-Mail Address: scott@homesweetjax.com

3. LEGAL DESCRIPTION OF PROJECT PROPERTY:
 Lot: LOT 9 & ALL LOTS 10 & 11 Block: BLK 5 (EX N1/2 LOT 11 OR983/181)
 Subdivision: Davis Shores North Parcel Number: Parcel one, Parcel two

4. PROJECT STREET ADDRESS: 28 Montrano Avenue, St Augustine FL 32080

5. SPECIFIC PROPOSED USE: Primary 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: We are requesting a variance on the right setback
for an Accessory structure - being 3' side setback if structure is 10' or more from the main dwelling.
The planned structure would be an RV carport with approx dimensions of 15' wide x 40' long. This would place the RV Carport
Closer than the 10' minimum distance from main structure.

8. JUSTIFICATION FOR ACTION REQUESTED: _____
We park our RV in the sideyard since we purchased the home in May 2024. We want to
protect the RV from the elements, i.e. sun, rain, and also to partially cover the RV on
the side to give the neighbor a better view.

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 disadvantage

(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 we believe that the structure we plan to build will positively impact the surrounding neighbors and add value vs just having an RV sitting there with no stucture.

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.

Scott Ross

2/10/26

Signature of Applicant

Date

Scott Ross

2/10/26

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.

Scott Ross

Print name of applicant

Scott Ross

Signature of applicant

2/10/26

Date



Owner's Authorization For Agent

Scott Ross is/are hereby authorized TO ACT ON BEHALF OF Scott Ross, 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]
Signature of Owner
Scott Ross
Print Name of Owner
904 545-4649
Telephone Number

State of FLORIDA

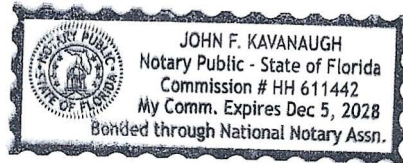
County of ST. JOHNS

Signed and sworn before me on this 10th day of FEBRUARY, 2020

By [Signature]
JOHN F. KAVANAUGH

Identification verified:

Oath sworn: Yes No



Notary Signature: [Signature]

My Commission expires: DEC 05 2028

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.

28 Montrano Avenue, St Augustine, FL 32080

Project Address: _____

Applicant's Name: Scott Ross Applicant's Signature: Scott Ross

Owner's Name: _____ Owner's Signature: Scott Ross



ST. JOHNS COUNTY
PROPERTY APPRAISER
— Eddie Creamer, CFA —

PAR-TOV
2026
STRAP: 2148900000
11/24/2025 V1

28 MONTRANO AVENUE REVOCABLE TRUST D: 07/22/2024
28 MONTRANO AVE
SAINT AUGUSTINE, FL 32080-0000

February 05, 2026

RE:
TRUST OWNERSHIP VERIFICATION
28 MONTRANO AVE

Dear Property Owner:

The ownership reflected on the St. Johns County tax roll for the above referenced parcel is
28 MONTRANO AVENUE REVOCABLE TRUST D: 07/22/2024

The person claiming homestead is the trustee of the trust. The St. Johns County Property Appraiser's office made a factual determination the homestead claimant was a permanent resident as of **02/28/2025 (Section 196.015 Florida Statutes)**

 The person claiming homestead is a beneficiary of the above referenced trust. The St. Johns County Property Appraiser's office determined the beneficiary was the beneficial or equitable owner of the property and made a factual determination the homestead claimant was a permanent resident as of **02/28/2025 (Sections 196.015;196.031 Florida Statutes)**

 The trustee of the trust maintains legal title according to the St. Johns County Property Appraiser records. There is no homestead exemption for the current tax roll year; therefore, our office has made no determination of permanent residency.

Please note our records are based on recorded instruments and those provided to us by taxpayers to ensure accurate ownership is reflected on the tax roll. Additionally, permanent residency is determined at the time of homestead application, it is the responsibility of the taxpayer to notify our office if they are no longer a permanent resident.

Sincerely,

Peggy Hand
Supervisor of Customer Service



ST. JOHNS COUNTY
PROPERTY APPRAISER
— Eddie Creamer, CFA —

PAR-TOV
2026
STRAP: 2148900000
11/24/2025 V1

28 MONTRANO AVENUE REVOCABLE TRUST D: 07/22/2024
28 MONTRANO AVE
SAINT AUGUSTINE, FL 32080-0000

February 05, 2026

RE:
TRUST OWNERSHIP VERIFICATION
28 MONTRANO AVE

Dear Property Owner:

The ownership reflected on the St. Johns County tax roll for the above referenced parcel is
28 MONTRANO AVENUE REVOCABLE TRUST D: 07/22/2024

The person claiming homestead is the trustee of the trust. The St. Johns County Property Appraiser's office made a factual determination the homestead claimant was a permanent resident as of **03/06/2025 (Section 196.015 Florida Statutes)**

The person claiming homestead is a beneficiary of the above referenced trust. The St. Johns County Property Appraiser's office determined the beneficiary was the beneficial or equitable owner of the property and made a factual determination the homestead claimant was a permanent resident as of **03/06/2025 (Sections 196.015;196.031 Florida Statutes)**

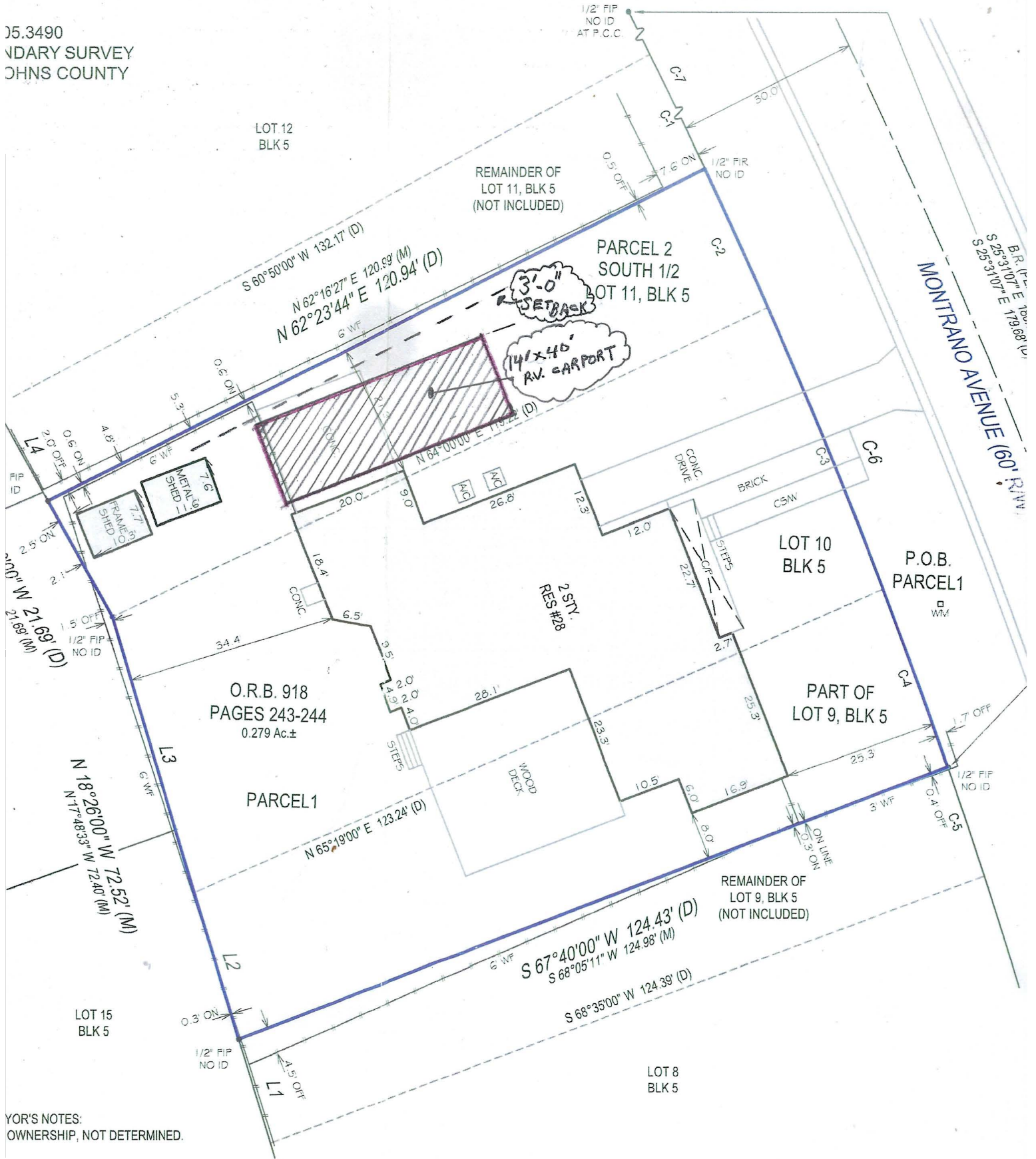
The trustee of the trust maintains legal title according to the St. Johns County Property Appraiser records. There is no homestead exemption for the current tax roll year; therefore, our office has made no determination of permanent residency.

Please note our records are based on recorded instruments and those provided to us by taxpayers to ensure accurate ownership is reflected on the tax roll. Additionally, permanent residency is determined at the time of homestead application, it is the responsibility of the taxpayer to notify our office if they are no longer a permanent resident.

Sincerely,

Peggy Hand
Supervisor of Customer Service

05.3490
 BOUNDARY SURVEY
 JOHNS COUNTY



OWNER'S NOTES:
 OWNERSHIP, NOT DETERMINED.

F 2 FOR LEGAL DESCRIPTION
NOT VALID WITHOUT ALL PAGES

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

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 2148900000
Location 28 MONTRANO AVE
Address SAINT AUGUSTINE 32080-0000
Neighborhood Davis Shores North (589.01)
Tax Description* 3-97 DAVIS SHORES N30FT OF LOT 9 & ALL LOTS 10 & 11 BLK 5 (EX N1/2 LOT 11 OR983/1810) OR5962/1808 & 5998/1279
**The Description above is not to be used on legal documents.*
Property Use Code Single Family (0100)
Subdivision Davis Shores Ocean View Section
Sec/Twp/Rng 17-7-30
District City of St Augustine (District 452)
Millage Rate 19.5552
Acreage 0.280
Homestead Y

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



Owner Information

Owner Name 28 Montrano Avenue Revocable Trust D: 07/22/2024 100%
 Ross Scott Gordon 100%
[Ross Kimberly Ann](#) 100%
Mailing Address 28 MONTRANO AVE
 SAINT AUGUSTINE, FL 32080-0000

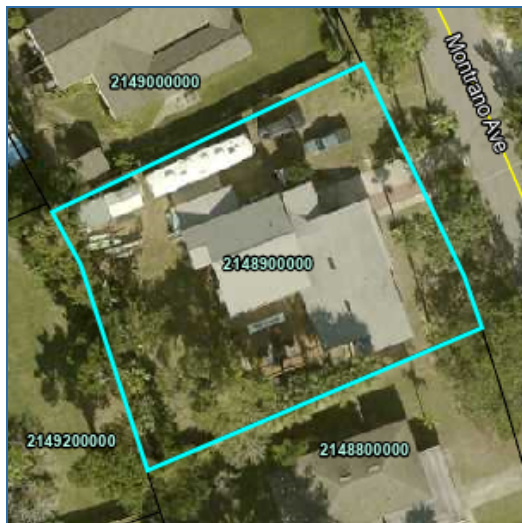
Exemption Information

[Skip to main content](#)

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

St. Johns County, FL

Map



Valuation Information

Assessed Year	2026
Building Value	\$210,797.00
Extra Features Value	\$0.00
Total Land Value	\$404,126.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
Just Market	\$614,923.00
Total Deferred	\$150,969.00
Assessed Value	\$463,954.00
Total Exemptions	\$51,411.00
Taxable Value	\$412,543.00

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

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	\$212,031	\$0	\$367,388	\$0
2024	\$223,799	\$0	\$367,388	\$0
2023	\$221,508	\$0	\$367,388	\$0
2022	\$309,788	\$3,523	\$290,775	\$0
2021	\$225,285	\$4,025	\$220,432	\$0
2020	\$228,330	\$4,527	\$186,143	\$0
2019	\$176,610	\$4,245	\$186,143	\$0
2018	\$169,260	\$4,668	\$176,346	\$0
2017	\$89,605	\$2,324	\$159,201	\$0
2016	\$181,478	\$1,902	\$159,201	\$0
2015	\$124,070	\$866	\$122,462	\$0

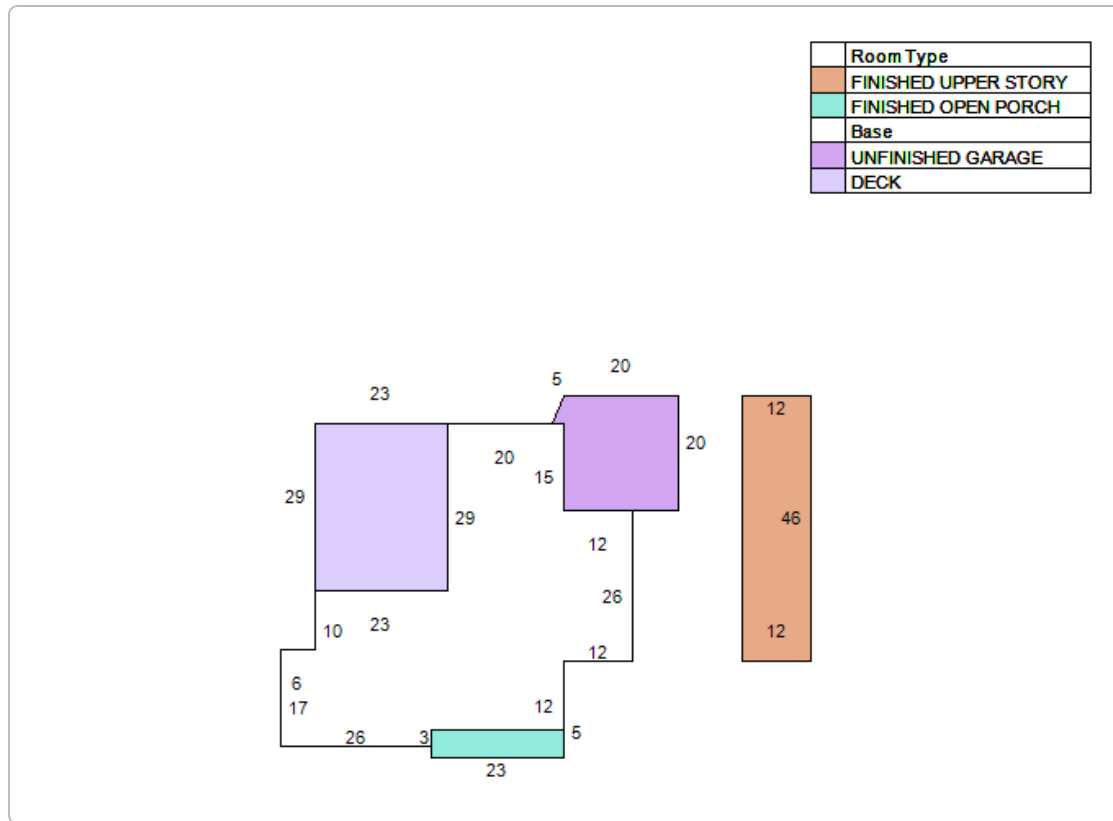
Building Information

Building	1	Roof Cover	Composite Shingle
Building Value	\$210,797	Roof Structure	Gable Hip
Year Built	1954	Interior Flooring	Ceramic Tile, Wood Laminate
Actual Area	3825	Interior Wall	Drywall
Conditioned Area	2638	Heating Type	Air Duct
Use	Single Family Residence	Air Conditioning	Central
Style	01	Bedrooms	4
Exterior Wall	Concrete Block	Baths	3.5

Description	Square Footage
FINISHED DECK	667
UNFINISHED GARAGE	405
BASE AREA	2086
FINISHED OPEN PORCH	115
FINISHED UPPER STORY	552
Total SqFt	3825

Attachment 4: Supplemental Information

Sketch Information



Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Single Family	101	114	101	EF	\$404,126

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
1/27/2025	1/25/2025	\$0.00	MARRIAGE CERTIFICATE	6088	1554	U	I	ROSS SCOTT GORDON	PROPE'S KIMBERLY ANN
8/6/2024	7/22/2024	\$0.00	WARRANTY DEED	5998	1279	U	I	ROSS SCOTT GORDON ET AL	28 MONTRANO AVENUE REVOCABLE TRUST D: 07/22/2024
6/5/2024	5/31/2024	\$582,000.00	WARRANTY DEED	5962	1808	Q	I	LUND JOYCE PAULINE REV TRUST D: 2-16-2015	ROSS SCOTT GORDON ET AL
10/10/2023	6/2/2021	\$0.00	DEATH CERTIFICATE	5839	889	U	I	LUND JOYCE PAULINE	LUND JOYCE PAULINE (DEC'D)
2/17/2015	2/16/2015	\$100.00	WARRANTY DEED	3988	1089	U	I	LUND JOYCE P	LUND JOYCE P ***
	12/5/1991	\$81,000.00	WARRANTY DEED	918	243	Q	I	THIGPEN C B	LUND FREDRICK H, JOYCE P
	12/1/1986	\$66,000.00		727	53	Q	I		THIGPEN C B

No data available for the following modules: 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: 3/18/2026, 3:47:55 AM

Contact Us







AUGUSTINE, FLORIDA 32080

FIELD WORK DATE: 5/31/2024

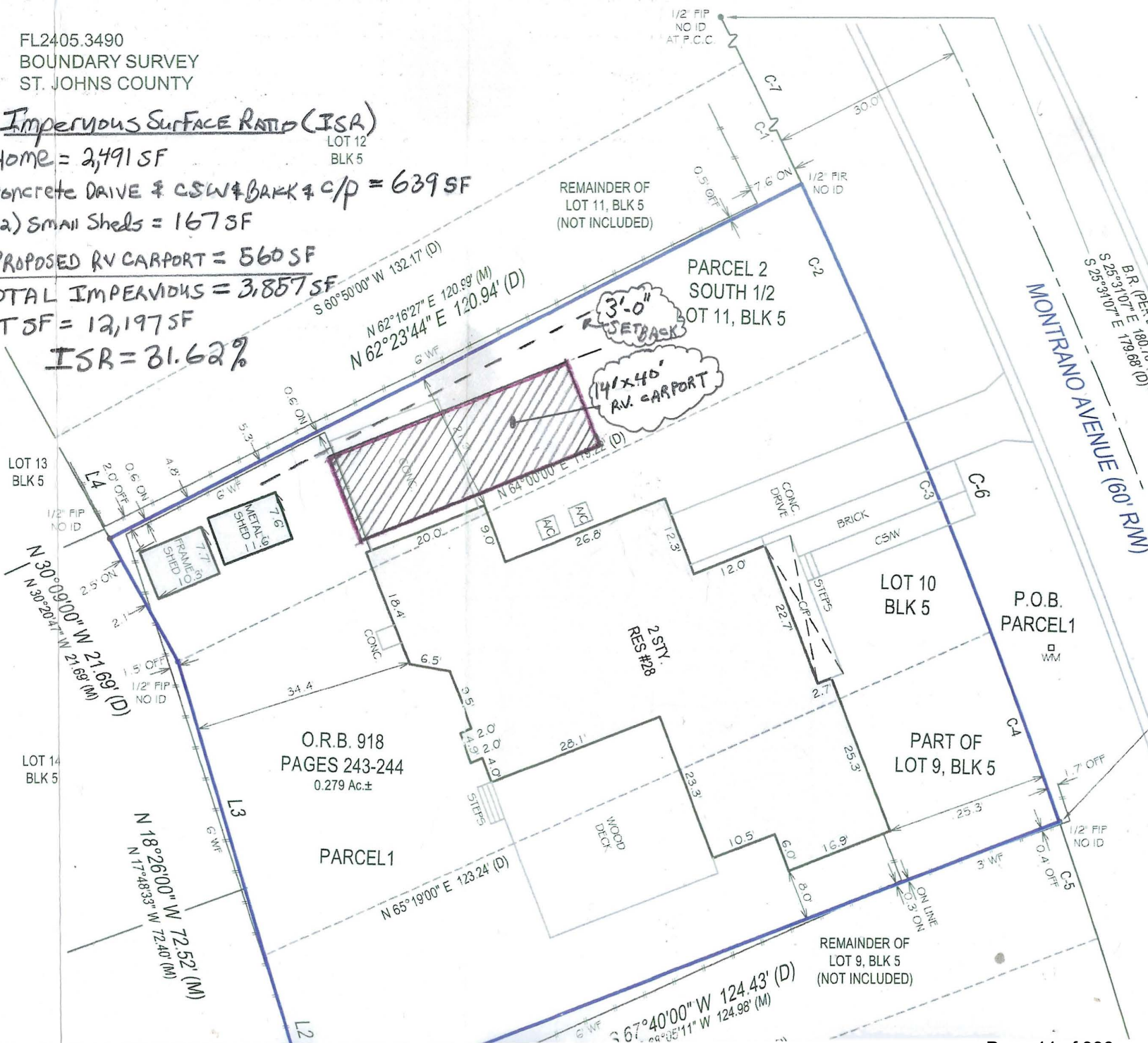
SURVEYORS CERTIFICATE

I hereby certify that this Survey of the lands described hereon was made under my direct supervision, and to the best of my knowledge and belief is a true and accurate representation of said lands and meets the Standards of Practice set forth in Chapter 5J-15.050 through 5J-15.053, Florida Administrative Code, pursuant to section 472.027, Florida Statutes. This survey is not valid without the signature and original raised seal of a Florida licensed surveyor and mapper, except when the electronic signature and seal of a Florida licensed surveyor and mapper is affixed hereto.

FL2405.3490
BOUNDARY SURVEY
ST. JOHNS COUNTY

Impervious Surface Ratio (ISR)

- HOME = 2,491 SF
 - CONCRETE DRIVE & CSW & BARR & C/P = 639 SF
 - (2) SMALL SHEDS = 167 SF
 - PROPOSED RV CARPORT = 560 SF
- TOTAL IMPERVIOUS = 3,857 SF
LOT SF = 12,197 SF
ISR = 31.62%





Planning and Zoning Board

Planning Division Staff Report
 Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
April 7, 2026	5.b.	PZB2026-0026
Request	Address	Parcel ID
Variance	15 Avista Cir	214590-0000

Site & Background Information

Applicant: Karen Cowart
 c/o Karen Cowart Design Associates, Inc

Owner: Stephen and Sherre Kelly

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: 0.23

Neighborhood: North Davis Shores

Archaeological Zone: N/A

Request Summary

This application is a VARIANCE request to reduce the side yard setback required for retaining walls from 3 feet to proposed 1 foot in the Residential Single Family-One (RS-1) designation at 15 Avista Circle.

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

Goal, Policy, or Objective	Staff Analysis
Future Land Use Element [LINK TO DOCUMENT]	
<p>FLUE Policy 6.4.3</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 [LINK TO DOCUMENT]	
Conservation and Coastal Management Element [LINK TO DOCUMENT]	
Recreation and Open Space Element [LINK TO DOCUMENT]	
Transportation and Mobility Element [LINK TO DOCUMENT]	
Housing Element [LINK TO DOCUMENT]	
Infrastructure Element [LINK TO DOCUMENT]	

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

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.

Section 28-357.- Residential Lot Grading [\[LINK TO SECTION\]](#)

Retaining walls/bulkheads and related wingwalls/floodwalls shall be constructed using the following guidelines:

1. All bulkheads, retaining walls and flood walls shall be designed, signed and sealed by a registered design professional in the State of Florida.
2. All bulkheads/retaining walls/flood walls placed within Conservation Overlay Zones 1 or 2 shall be reviewed per [section 11-28](#) to determine if planning and zoning board approval is required.
- 3. Retaining walls will be no closer than three (3) feet from any property line and cannot impede the proposed drainage flow pattern.**
4. Retaining walls are limited to a height of three (3) feet which is measured as the distance between the top of wall (TOW) and bottom of wall (BOW) elevations.
5. Floodwalls must be designed to allow a minimum of thirty (30) percent of the lot outside of the floodwall. Floodwall height and setbacks must meet fence requirements in [section 28-331](#).
6. Wingwalls are limited in length to what is required to support the function of the retaining wall or bulkhead by a registered design professional in the State of Florida.

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 severe flooding that occurs during storms. The applicant also states that the existing detached garage is 1.8 feet off the left side property line and has a floor elevation of 5 ft NAVD.
- b. Because of this disadvantage, the owner is unable to make reasonable use of the affected property; and
The applicant states that the garage has flooded in previous storms and the owner is lifting the garage to help with flooding and will utilize the driveway beside the proposed retaining wall to access the garage.
- c. This disadvantage does not exist because of conditions created by the owner or applicant; and
The applicant states that the historical flooding conditions are outside of their control.

- 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 existing garage on site.

Based on the memo written by Ray Deschler, Floodplain Coordinator, “the grading plan has been designed to adequately manage stormwater runoff and will not adversely impact adjacent properties”.

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

Attachments

1. Memo from Ray Deschler, Floodplain Coordinator
2. Site Maps & Photos
3. Application
4. St. Johns County Property Appraiser Report
5. Supplemental Information

Staff Report prepared by:

Jennifer Thompson, AICP

Senior Planner

Planning and Building Department

**Attachment 1:
Memo from
Ray Deschler,
Floodplain
Coordinator**



March 30th, 2026

City of St. Augustine
Planning & Zoning Board
75 King Street
St. Augustine, FL, 32084

RE: Variance for a retaining wall within 3' setback at 15 Avista Circle

Planning and Zoning Board members,

I have reviewed the proposed lot grading plan for the residential development at 15 Avista Circle, including the request for a variance to allow a retaining wall within a three (3) foot setback from the property line.

In my professional opinion, the grading plan has been designed to adequately manage stormwater runoff and will not adversely impact adjacent properties. The proposed drainage patterns are consistent with existing conditions and surrounding development.

Additionally, the retaining wall within the setback is necessary to achieve the elevation needed for the driveway and elevated garage, and will not create negative impacts such as increased runoff, erosion, or drainage issues on neighboring properties.

Based on this review, I find the requested variance to be reasonable and supported from a drainage and site design standpoint.

Respectfully,

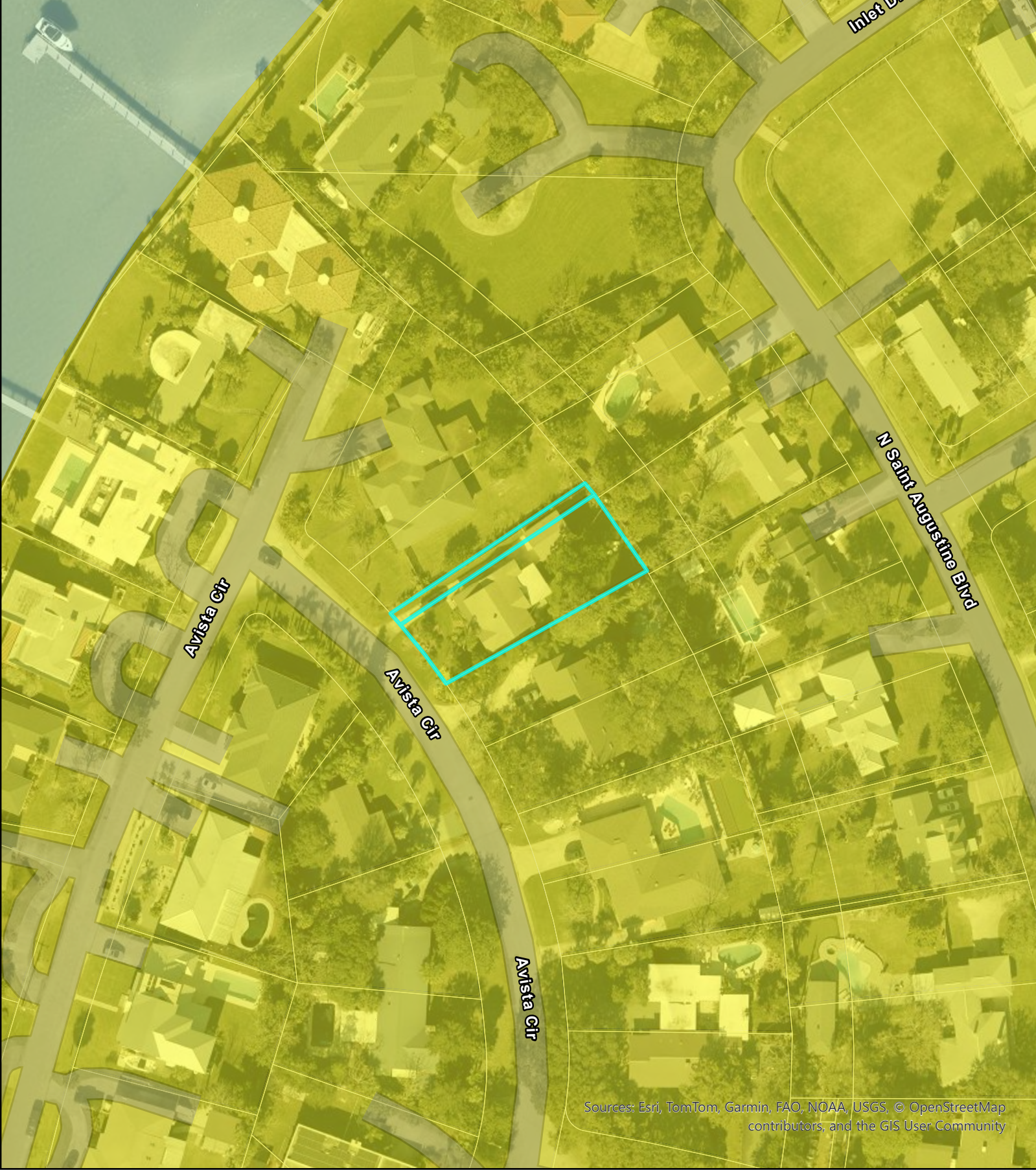
Ray Deschler, CFM
Floodplain Coordinator
City of St. Augustine | Planning and Building Department
P.O. Box 210 | St. Augustine, FL 32085
Office: 904.201.8840
Email: rdeschler@citystaug.com
Web: www.CityStAug.com

RE: Variance for a retaining wall within 3' setback at 15 Avista Circle



Please Note: Florida has a very broad Public Records Law. Unless specifically exempt by state law, written communications to city officials or staff regarding official city business are public records available to the public and media upon request. If your email communication is related to official government business, it may therefore be subject to public disclosure.

**Attachment 2:
Site Maps and
Photos**



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

Future Land Use

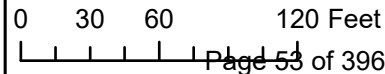
City of St. Augustine
15 Avista Cir.

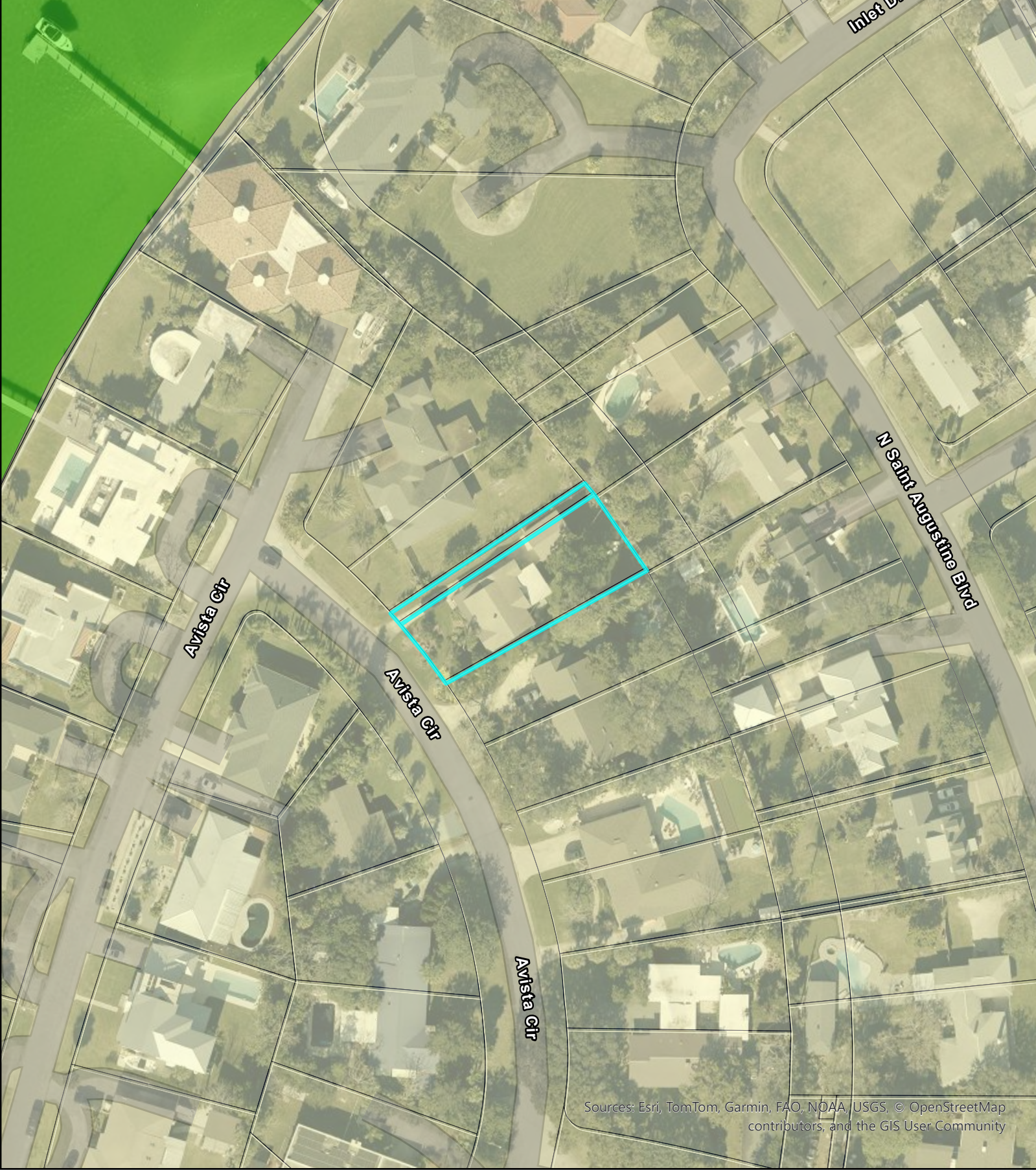
Legend

Open Land

Residential Low Density

Scale: 1:1,000





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

Zoning Map

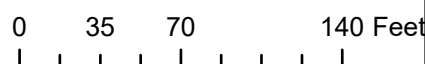
City of St. Augustine

15 Avista Cir.

Legend

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

Scale: 1:1,000



Legend

DEM2018

Value

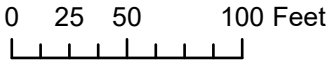
- 23.451 to 0
- 0 to 2
- 2 to 4
- 4 to 6
- 6 to 8
- 8 to 10
- 10 to 15
- 15 to 25
- 25 to 50
- 50 to 155



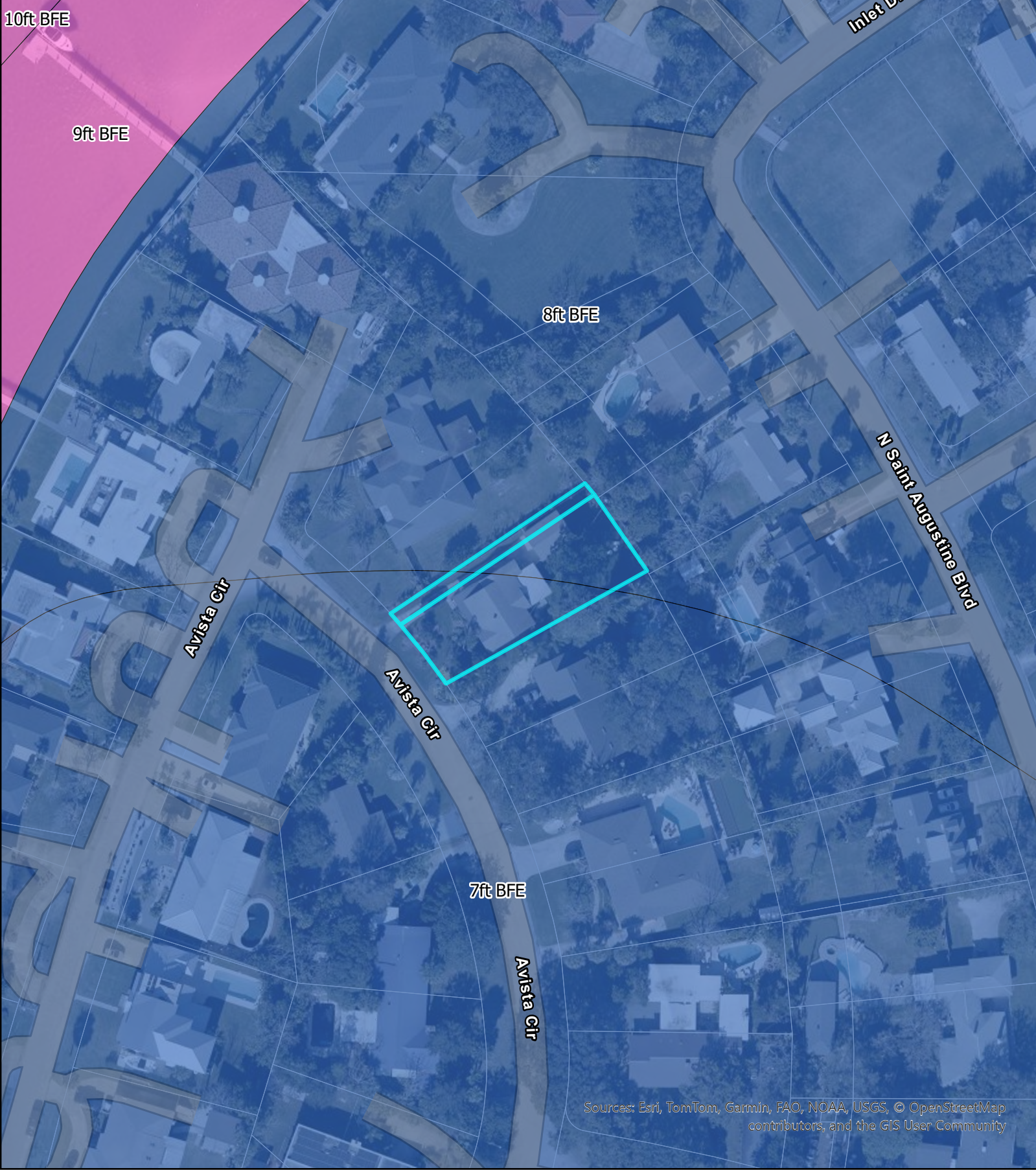
Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



Digital Elevation Model DEM 2018
City of St. Augustine
15 Avista Cir.
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

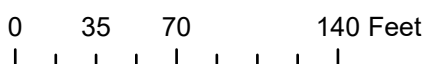
City of St. Augustine

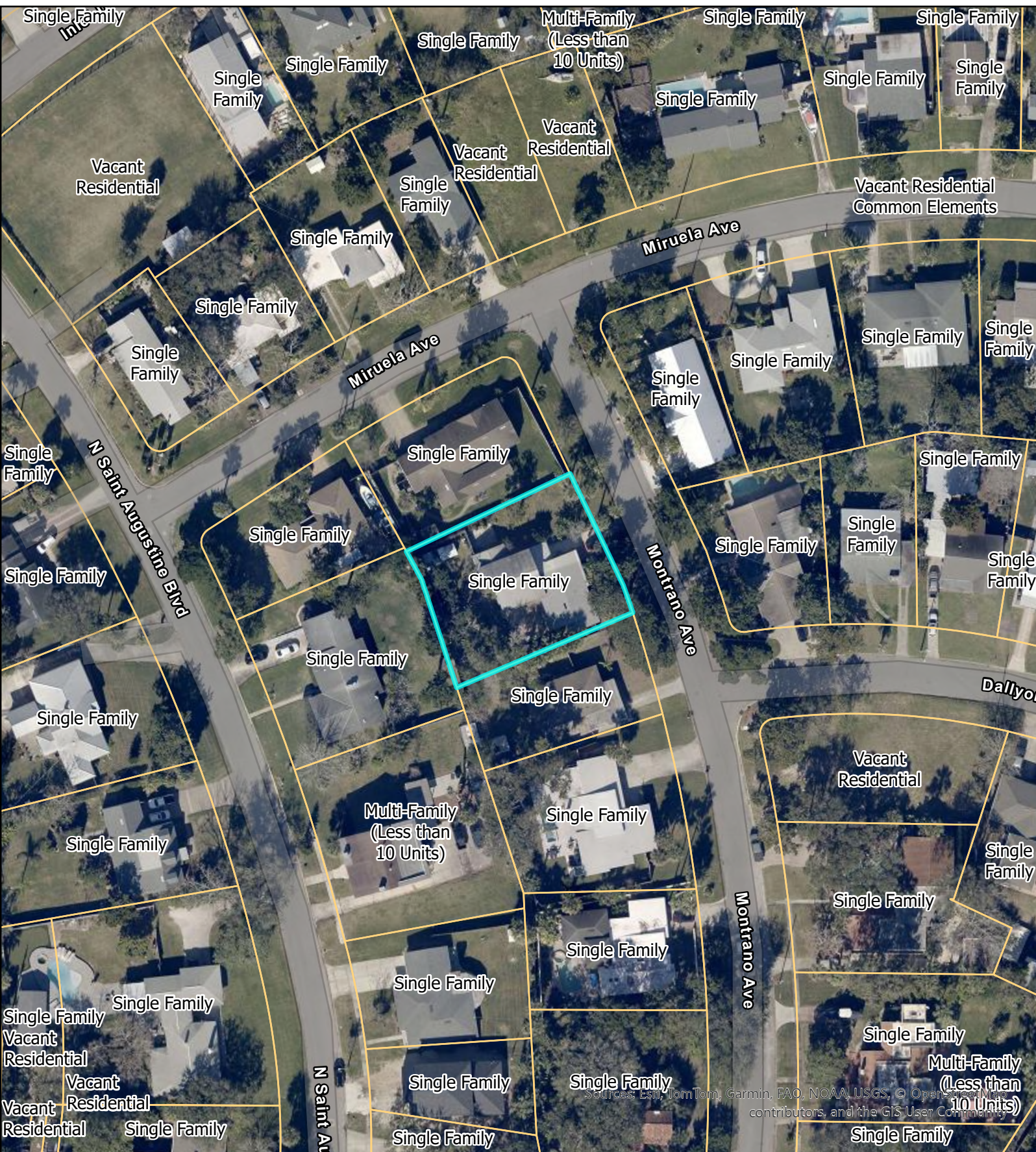
15 Avista Cir.

Legend

- Flood Zone
- AE
 - VE

Scale: 1:1,000



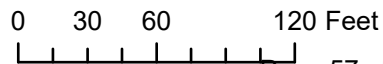


St Johns County Property Appraiser
Use Classification
City of St. Augustine
 15 Avista Cir.

Legend

 ParcelInfo

Scale: 1:1,000



15 Avista Cir.



12/13/2025

Attachment 3: 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: Karen Cowart Contact Number: 904-669-4904
 Business (if applicable): Karen Cowart Design Associates, Inc
 Address: 4220 S Francis Rd City: St Augustine State: FL Zip: 32092
 E-Mail Address: karencowartda@gmail.com

2. NAME OF PROPERTY OWNER: Stephen Kelly Contact Number: 904-371-0234
 Business (if applicable): _____
 Address: 3885 Julington Creek Rd City: Jacksonville State: FL Zip: 32223
 E-Mail Address: skelly2274@gmail.com

3. LEGAL DESCRIPTION OF PROJECT PROPERTY:
 Lot: 7 and south 10 ft of lot 8 Block: 3
 Subdivision: Davis Shores Parcel Number: 2145900000

4. PROJECT STREET ADDRESS: 15 Avista Circle

5. SPECIFIC PROPOSED USE: residential

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

7. DESCRIPTION OF ACTION REQUESTED: A Variance for placement of fill and a 28 inch tall
P.T. MARINE GRADE WOOD RETAINING WALL TO BE PLACED 12" OFF THE LEFT SIDE PROPERTY LINE

8. JUSTIFICATION FOR ACTION REQUESTED: The existing detached garage is being
lifted to 2 feet to a floor elevation of 7.0' n.a.v.d. to help with flooding.
The retaining wall will be placed so the inside face lines up with the outside face of the
exterior garage wall. The existing garage is 1.8 feet off the left side property line

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: This property in Davis Shores floods with severe storms. The existing detached garage is 1.8 feet off the left side property line and has a floor elevation of 5.0' n.a.v.d.

(b) Can you establish that this disadvantage causes the owner to be unable to make reasonable use of the affected property: The garage has flooded in previous storms. The owner is lifting the garage to help with flooding and needs the driveway to access the garage

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

(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: Lifting the garage 2 feet and providing driveway access is in harmony with the spirit, intent and purpose of this section. Many structures in Davis Shores have been lifted to help with flooding.

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.

Baron Cowart 3/4/20
Signature of Applicant Date

Stephen C. Kelly 3-4-26
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.

Karen Cowart

Print name of applicant

A handwritten signature in cursive script that reads "Karen Cowart".

Signature of applicant

March 4, 2026

Date



Owner's Authorization For Agent

Karen Cowart is/are hereby authorized TO ACT ON BEHALF OF Stephen Kelly, the owner(s) of those lands described within the attached application, or described within the previously filed Application number: _____, and as described in the attached deed or other such proof of ownership as may be required, in applying to the City of St. Augustine's Planning & Zoning Board, located at: 75 King Street, Saint Augustine, FL 32084

BY: 
Signature of Owner
Stephen Kelly

Print Name of Owner
904-371-0234

Telephone Number

State of Florida


County of Duval

Signed and sworn before me on this 4th day of March, 2026

By 

Identification verified: yes DL FL

Oath sworn: Yes No

Notary Signature: 

My Commission expires: 8/12/2027



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: 15 AVISTA CIRCLE

Applicant's Name: KAREN COWART Applicant's Signature: Karen Cowart

Owner's Name: STEPHEN KELLY Owner's Signature: Stephen Kelly

Attachment 4:
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	2145900000
Location Address	15 AVISTA CIR SAINT AUGUSTINE 32080-0000
Neighborhood	Davis Shores North (589.01)
Tax Description*	7-7 AVISTA SUB OF DAVIS SHORES LOT 7 & S10FT OF LOT 8 BLK 3 OR4544/483 <i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Single Family (0100)
Subdivision	Avista Subdivision
Sec/Twp/Rng	17-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.230
Homestead	N

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



Owner Information

Owner Name	Kelly Stephen A, Sherre L 100%
	Kelly Sherre L 100%
Mailing Address	3885 JULINGTON CREEK RD JACKSONVILLE, FL 32223-0000

Map



Valuation Information

Assessed Year	2026
Building Value	\$149,502.00
Extra Features Value	\$3,500.00
Total Land Value	\$292,256.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
Just Market	\$445,258.00
Total Deferred	\$0.00
Assessed Value	\$445,258.00
Total Exemptions	
Taxable Value	\$445,258.00

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

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	\$143,246	\$3,500	\$265,688	\$0
2024	\$138,708	\$3,500	\$265,688	\$0
2023	\$140,359	\$3,500	\$265,688	\$0
2022	\$198,302	\$6,300	\$210,283	\$0
2021	\$161,251	\$6,300	\$159,412	\$0
2020	\$163,084	\$6,300	\$134,615	\$0
2019	\$130,500	\$6,300	\$134,615	\$0
2018	\$100,179	\$6,300	\$127,530	\$0
2017	\$101,372	\$6,300	\$115,131	\$0
2016	\$72,999	\$0	\$115,131	\$0
2015	\$75,432	\$0	\$88,562	\$0

Building Information

Building	1	Roof Cover	Composite Shingle
Building Value	\$149,502	Roof Structure	Gable Hip
Year Built	1952	Interior Flooring	Ceramic Tile, Hardwood
Actual Area	2022	Interior Wall	Drywall
Conditioned Area	1425	Heating Type	Air Duct
Use	Single Family Residence	Air Conditioning	Central
Style	01	Bedrooms	3
Exterior Wall	Aluminum Vinyl	Baths	1.5

Description	Square Footage
BASE AREA	1425
UNFINISHED ENCLOSED PORCH	355
PATIO/SLAB	54
FINISHED OPEN PORCH	188
Total SqFt	2022

Sketch Information



Extra Feature Information

Code Description	Status	Value
Garage - Average (Mix)		3500

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Single Family	65	155	65	EF	\$292,256

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
5/9/2018	4/25/2018	\$325,000.00	WARRANTY DEED	4544	483	Q	I	CHASE WILLARD LINWOOD	KELLY STEPHEN A,SHERRE L
1/3/2017	12/30/2016	\$328,300.00	WARRANTY DEED	4310	1773	Q	I	PAPE BARBARA J & ROBERT J TRUSTEES	CHASE WILLARD LINWOOD
	6/17/2005	\$315,000.00	WARRANTY DEED	2466	51	Q	I	JONES MARSHALL C TRUSTEE	PAPE BARBARA J & ROBERT J TRUSTEES
	8/18/2004	\$100.00	QUIT CLAIM DEED	2269	53	U	I	JONES MARSHALL C	JONES MARSHALL C TRUSTEE
	8/18/2004	\$100.00	TRUSTEES DEED	2264	182	U	I	JONES TRUST BY SUCC TRUSTEE MARSHALL C JONES	JONES MARSHALL C
	8/3/1994	\$100.00	WARRANTY DEED	1066	1853	U	I	JONES J C,NELLIE B	JONES J C,NELLIE B ***

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: 3/18/2026, 3:47:55 AM

Contact Us



Attachment 5:
Supplemental Information

CURVE	ARC LENGTH	RADIUS	DELTA ANGLE	CHORD BEARING	CHORD LENGTH
C1	60.10'	480.00'	7°10'25"	S 39°21'56" E	60.06'

SITE SURVEY PROVIDED TO KAREN COWART BY OWNER.
KAREN COWART DESIGN ASSOCIATES, INC. ASSUMES NO
RESPONSIBILITY FOR ACCURACY OF THE SURVEY.

**REQUEST FOR VARIANCE FOR FILL AND
79'-8" LONG X 28 INCH TALL RETAINING
WALL AT LEFT SIDE PROPERTY LINE FOR
DRIVEWAY ACCESS TO LIFTED GARAGE
AND FOR 9' LONG X 24" HT. RETAINING
WALL AT THE REAR OF THE GARAGE
TO TAPER THE FILL**



SITE PLAN

SCALE: 1" = 20'

GRADING KEY

- EXISTING SPOT ELEVATION
- PROPOSED ELEVATION

PROVIDE GUTTERS WITH DOWNSPOUTS TO
DIRECT WATER FROM THE HOUSE ROOF TO
THE FRONT PROPERTY LINE.

DEMOLISH EXISTING HOUSE AND DRIVEWAY-
SEE DEMOLITION PERMIT

LOT INFORMATION:

ZONED RS-1 NON CONFORMING LOT
29% MAXIMUM BUILDING COVERAGE, 70% MAXIMUM IMPERVIOUS
20' FRONT SETBACK / 10% OF LOT WIDTH SIDE SETBACK / 20' REAR SETBACK
MAXIMUM 30' HEIGHT
MINIMUM 5:12 ROOF PITCH

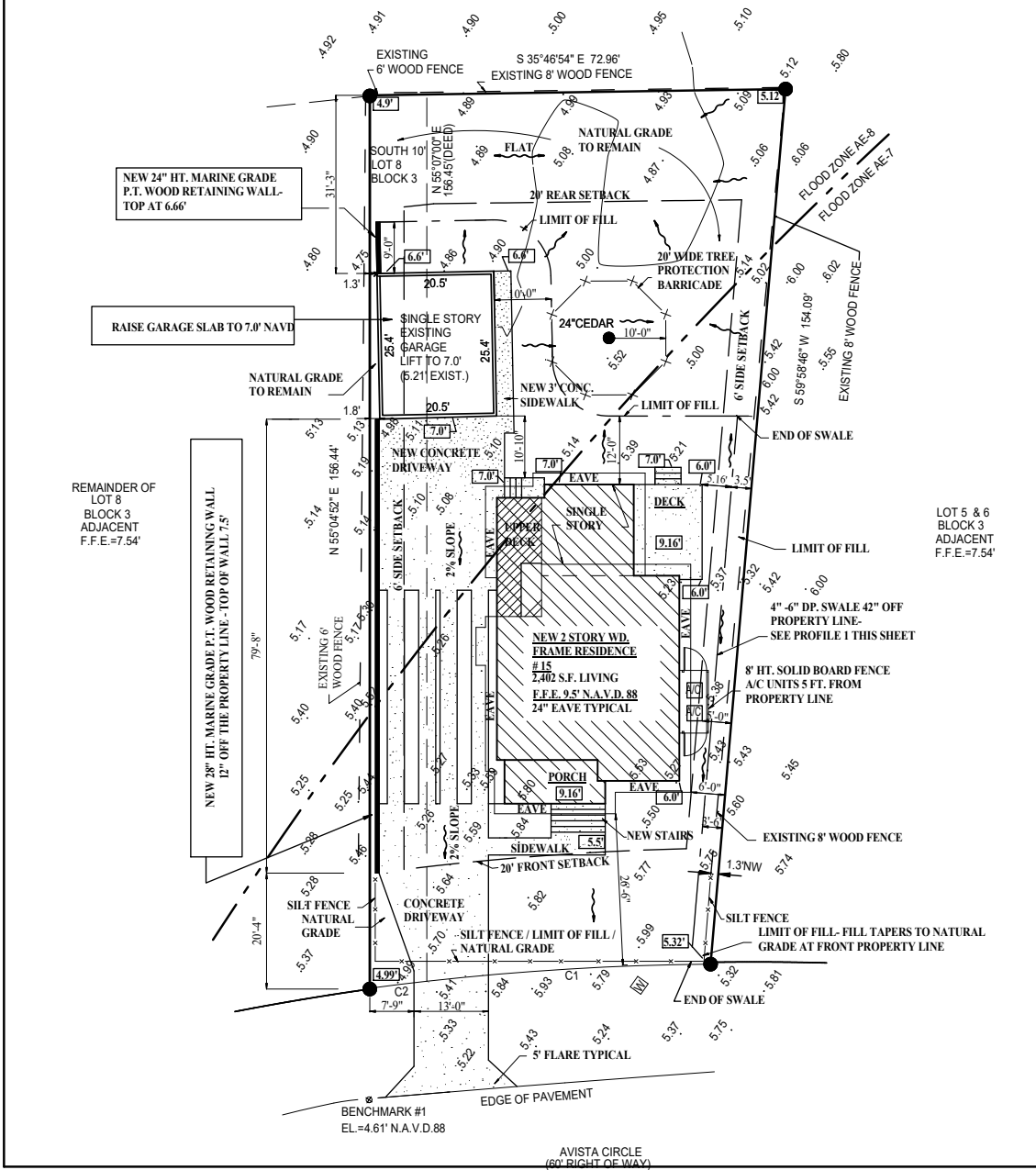
10,285 SQ. FT. LOT X 29% = 2,983 SQ. FT. MAXIMUM BUILDING COVERAGE
521 SQ. FT. EXISTING GARAGE + 1,582 SQ. FT. RESIDENCE = 2,103 SQ. FT.
= 20%, COMPLIES

10,285 SQ. FT. LOT X 70% = 7,200 SQ. FT. MAXIMUM IMPERVIOUS
2,103 SQ. FT. BUILDING + 2,057 SQ. FT. DRIVEWAY, SIDEWALKS, DECK &
STAIRS + 98 SQ. FT. RETAINING WALLS + 55 SQ. FT. A/C SLAB = 4,313 SQ. FT. =
42%, COMPLIES

FLOOD ZONES AE 7' AT HOUSE & AE 8' N.A.V.D. 88 AT DETACHED GARAGE
F.I.R.M. 125145-0318 J REVISED: 12/07/2018

NO TREES BEING REMOVED

PROVIDE SILT FENCE TO PREVENT IMPACT TO ADJACENT PROPERTIES.
NOTE EXISTING WOOD FENCE ON THREE SIDES.



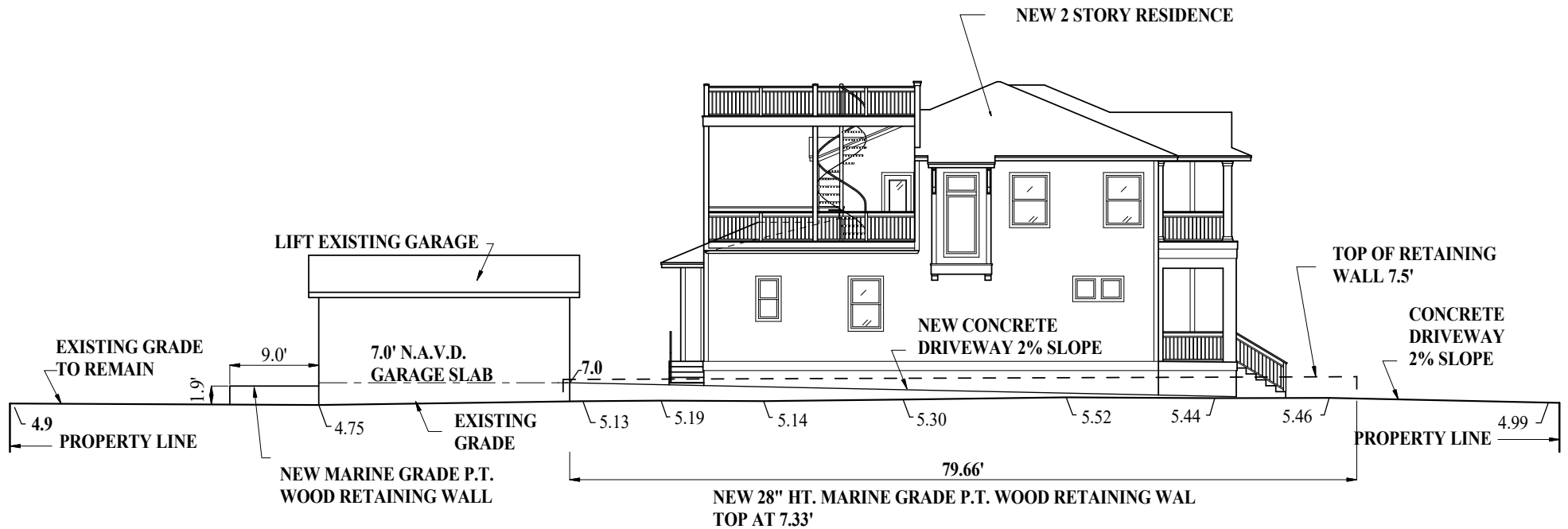
REVISIONS:

karen cowart
DESIGN ASSOCIATES, INC.
4230 South Francis Road
St. Augustine, Florida 32092
(904) 669-4094
karencowartd@gmail.com

SITE PLAN
15 AVISTA CIRCLE
LOT 7 AND 10' OF LOT 8 BLOCK 3, AVISTA SUBDIVISION
NEW RESIDENCE FOR:
STEPHEN & SHERRE KELLY

DESIGN BY: KC
DRAWN BY: KC
DATE: MARCH 4, 2026
SCALE: 1" = 20'
JOB NAME: KELLY

10/11
ST-1
1 OF 3 SHEETS



SITE PROFILE / NORTHWEST

SCALE: 1" = 10'

ST-2 2 OF 2	<p>15 AVISTA CIRCLE LOT 7 AND 10' OF LOT 8 BLOCK 3, AVISTA SUBDIVISION <u>NEW RESIDENCE FOR:</u> STEPHEN & SHERRE KELLY</p>
DATE 03/03/2026	

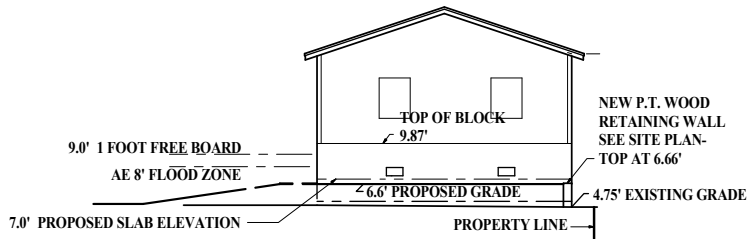


karen cowart
DESIGN ASSOCIATES, INC.

4220 South Francis Road
St. Augustine, Florida 32092

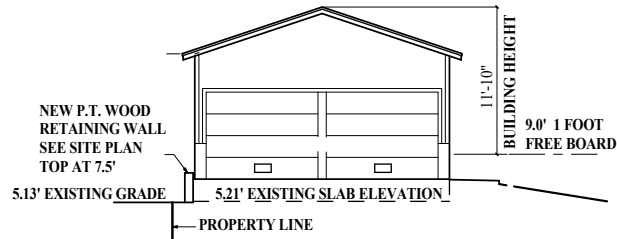
(904) 669-4904
karencowartda@gmail.com

FLOOD ZONES AE 7' AT HOUSE & AE 8' N.A.V.D. 88 AT DETACHED GARAGE
 F.I.R.M. 125145-0318 J REVISED: 12/07/2018



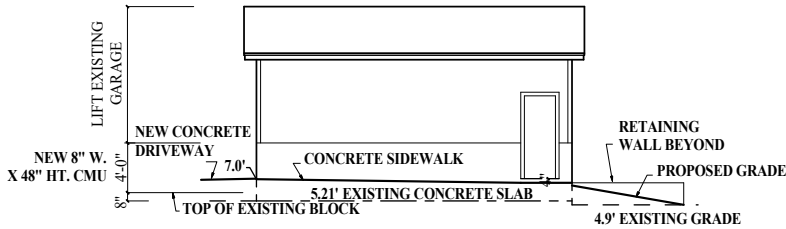
REAR ELEVATION

SCALE: 1" = 10'



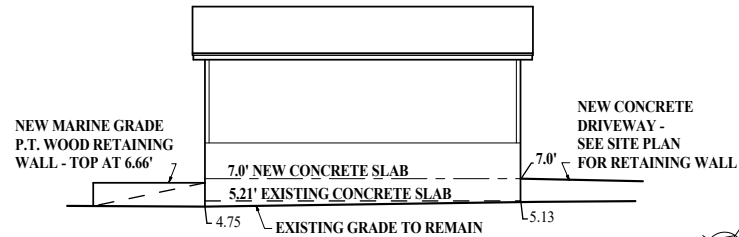
FRONT ELEVATION

SCALE: 1" = 10'



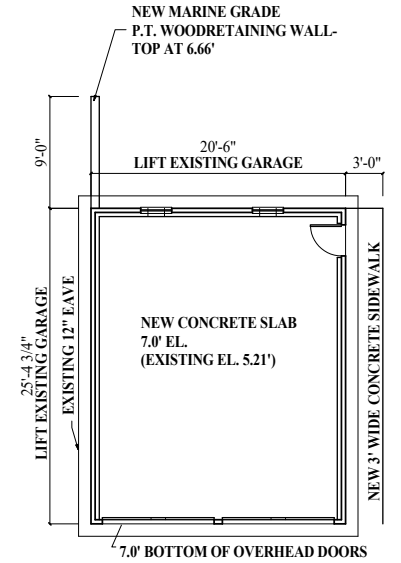
RIGHT SIDE ELEVATION

SCALE: 1" = 10'



LEFT SIDE ELEVATION

SCALE: 1" = 10'



DETACHED GARAGE FLOOR PLAN

SCALE: 1" = 10'

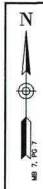
A-9 3 OF 3	15 AVISTA CIRCLE LOT 7 AND 10' OF LOT 8 BLOCK 3, AVISTA SUBDIVISION NEW RESIDENCE FOR: STEPHEN & SHERRE KELLY
DATE 03/04/2026	



karen cowart
 DESIGN ASSOCIATES, INC.

4220 South Francis Road
 St. Augustine, Florida 32092

(904) 669-4904
 karencowartda@gmail.com



LOCATION MAP NOT TO SCALE

LINE LEGEND

- PROPERTY LINE
- - - ADJACENT PROPERTY LINE
- · - · SETBACK LINE
- · - · OVERHEAD POWER LINE
- · - · FLOOD ZONE LINE

TREE LEGEND

- CD RED CEDAR
- PALM PALM
- O 4+4+4 MULTI TRUNK OAK

SYMBOL LEGEND

- IRON PIN FOUND (IPF)
- IRON PIN SET (#5 REBAR)
- PERMANENT REF. MONUMENT (PRM)
- CONCRETE MONUMENT FOUND (CMF)
- COMM/TELE JCT BOX
- UTILITY POLE
- WATER VALVE
- FIRE HYDRANT
- WATER METER
- BACKFLOW PREVENTER
- SEWER CLEANOUT
- SPOT ELEVATION
- TEMPORARY BENCHMARK (T.B.M.)

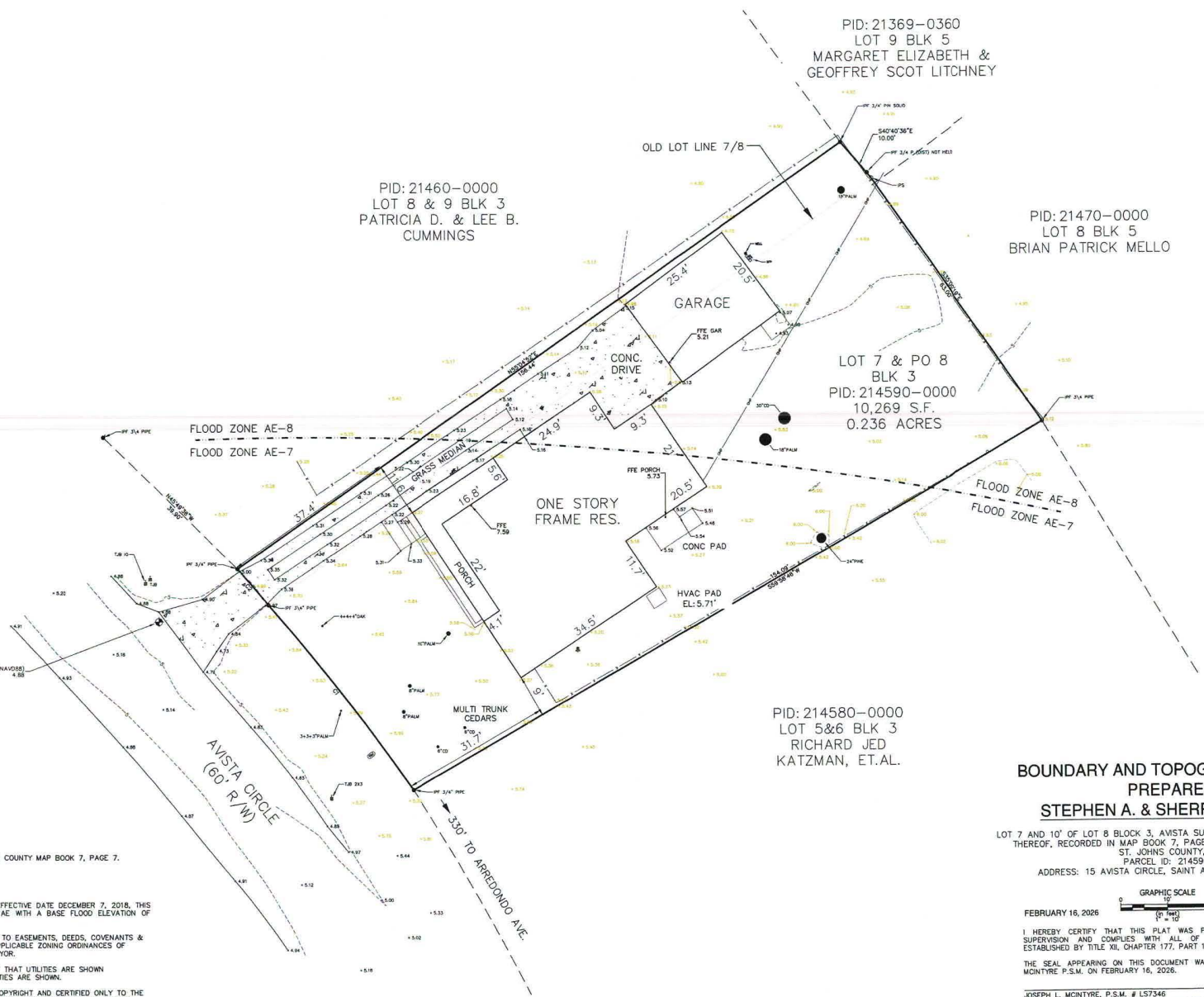
PID: 21460-0000
LOT 8 & 9 BLK 3
PATRICIA D. & LEE B.
CUMMINGS

PID: 21369-0360
LOT 9 BLK 5
MARGARET ELIZABETH &
GEOFFREY SCOT LITCHNEY

PID: 21470-0000
LOT 8 BLK 5
BRIAN PATRICK MELLO

LOT 7 & PO 8
BLK 3
PID: 214590-0000
10,269 S.F.
0.236 ACRES

PID: 214580-0000
LOT 5&6 BLK 3
RICHARD JED
KATZMAN, ET.AL.



REFERENCE & NOTES:

1. BEARINGS REFERENCED ST. JOHNS COUNTY MAP BOOK 7, PAGE 7.
2. DEED: OR BK 454, PG 483
3. PID: 214590-0000
4. BASED ON F.I.R.M. 12109C0318J EFFECTIVE DATE DECEMBER 7, 2018, THIS PROPERTY IS LOCATED IN ZONE AE WITH A BASE FLOOD ELEVATION OF 8.0'(NAVD88).
5. THIS PROPERTY MAY BE SUBJECT TO EASEMENTS, DEEDS, COVENANTS & RESTRICTIONS, SETBACKS, AND APPLICABLE ZONING ORDINANCES OF RECORD UNKNOWN TO THE SURVEYOR.
6. THIS SURVEY DOES NOT WARRANT THAT UTILITIES ARE SHOWN ACCURATELY NOR THAT ALL UTILITIES ARE SHOWN.
7. THIS SURVEY IS PROTECTED BY COPYRIGHT AND CERTIFIED ONLY TO THE PARTIES LISTED HEREON. USE OF THIS SURVEY WITHOUT THE EXPRESS WRITTEN CONSENT OF THE SURVEYOR IS PROHIBITED. © COPYRIGHT 2025 ALL RIGHTS RESERVED.
8. VERTICAL DATUM: NAVD88, CONTOUR INTERVAL: 1.0'

**BOUNDARY AND TOPOGRAPHIC SURVEY
PREPARED FOR
STEPHEN A. & SHERRE L. KELLY**

LOT 7 AND 10' OF LOT 8 BLOCK 3, AVISTA SUBDIVISION, ACCORDING TO THE PLAT THEREOF, RECORDED IN MAP BOOK 7, PAGE 7 OF THE PUBLIC RECORDS OF ST. JOHNS COUNTY, FLORIDA.
PARCEL ID: 214590-0000
ADDRESS: 15 AVISTA CIRCLE, SAINT AUGUSTINE, FLORIDA, 32080

FEBRUARY 16, 2026
GRAPHIC SCALE
SCALE 1" = 10'

I HEREBY CERTIFY THAT THIS PLAT WAS PREPARED UNDER MY DIRECT SUPERVISION AND COMPLIES WITH ALL OF THE SURVEY REQUIREMENTS ESTABLISHED BY TITLE XII, CHAPTER 177, PART 1 OF THE FLORIDA STATUTES.

THE SEAL APPEARING ON THIS DOCUMENT WAS AUTHORIZED BY JOSEPH L. MCINTYRE P.S.M. ON FEBRUARY 16, 2026.

JOSEPH L. MCINTYRE, P.S.M. # L57346
MCINTYRE SURVEYING, LLC
6443 BREVARD STREET, ST. AUGUSTINE, FL 32080 - (843)-209-7357
LICENSED BUSINESS NO. 8495



FB T-500
PROJECT: 26-003

C:\020206\003-15 avista circle-survey & Sherris Kelly\Avista\020206\15 avista circle-survey & Sherris Kelly.dwg : 2/16/26

Apply for Exemptions

Homestead Compliance

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

2024 TRIM Notice

Summary

Parcel ID	2145900000
Location Address	15 AVISTA CIR SAINT AUGUSTINE 32080-0000
Neighborhood	Davis Shores North (589.01)
Tax Description*	7-7 AVISTA SUB OF DAVIS SHORES LOT 7 & S10FT OF LOT 8 BLK 3 OR4544/483 <small>*The Description above is not to be used on legal documents.</small>
Property Use Code	Single Family (0100)
Subdivision	Avista Subdivision
Sec/Twp/Rng	17-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.230
Homestead	N

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



Owner information

Owner Name	Kelly Stephen A, Sherre L 100%
	Kelly Sherre L 100%
Address	844 WILKINSON CREEK RD JACKSONVILLE, FL 32223-0000

St. Johns County, FL

Map



DETACHED GARAGE

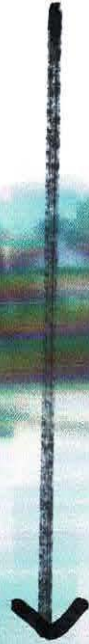


**REAR ELEVATION
DETACHED GARAGE**

DETACHED GARAGE



**DRIVEWAY
FLOODING**





Planning and Zoning Board

Planning Division Staff Report
 Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
April 7, 2026	6.a.	PZB2026-0025
Request	Address	Parcel ID
Use by Exception	17 King Street	199210-0000

Site & Background Information

Applicant:	Gary McGeddy c/o Harvest of St. Augustine
Owner:	Trinity Episcopal Parish
Property Class: (St. Johns County Property Appraiser)	1100 - Stores
Future Land Use Designation:	Historic Preservation
Zoning Designation:	Historic Preservation (HP-2)
Acreage:	0.80
Neighborhood:	City of St. Augustine South of Plaza
Archaeological Zone:	I B

Request Summary

This application is a Use by Exception request for a cocktail lounge/tavern within the Historic Preservation (HP-2) zoning district, at 17 King Street. Approval of this request would allow the applicant to alter/update their alcohol license issued by the City. Currently, the business is operating as a restaurant with a 4COP license through DBPR. The owner would also like to sell bottles of wine for retail purposes. The 4COP license would also allow them to function as a bar which would fall under the City's definition of a cocktail lounge/tavern.

Consistency with the City of St. Augustine Comprehensive Plan 2040

Goal, Policy, or Objective	Staff Analysis
Future Land Use Element [LINK TO DOCUMENT]	
<p>FLUE Policy 3.1.6</p> <p>Adaptive reuse of historic structures shall be given priority over activities that would harm or destroy the historic value of such resources.</p>	<p>This request is consistent with the city’s policy to prioritize the adaptive use of an historic structure</p>
<p>Policy 6.5.1</p> <p>Historic Preservation</p> <p>This district is intended to provide a mix of uses, including residential, institutional and commercial uses that will encourage the preservation and restoration of historic structures, which includes protecting and maintaining the colonial Town Plan. This district is also intended to provide a mix of compatible nonresidential uses that will encourage the restoration and reproduction of historic structures including compatible infill development and maintain the historic nature and low intensive ambiance of the neighborhoods, and pedestrian scale of the neighborhoods. This is in an effort to recognize and preserve the authentic historic and physical character of the area including the historic skyline, and the City’s contribution to the historic and archaeological record of the State and nation. Commercial uses included in a residential mixed-use development shall occupy a minimum of 40% and a maximum of 60% of the development area, unless otherwise approved by the PZB.</p>	<p>The use of a cocktail lounge/tavern is consistent with the Historic Preservation future land use goal to provide a mix of compatible nonresidential uses that will maintain the historic nature and low intensive ambiance of the neighborhoods, and pedestrian scale.</p>
Historic Preservation Element [LINK TO DOCUMENT]	
Conservation and Coastal Management Element [LINK TO DOCUMENT]	
Recreation and Open Space Element [LINK TO DOCUMENT]	
Transportation and Mobility Element [LINK TO DOCUMENT]	
Housing Element [LINK TO DOCUMENT]	
Infrastructure Element [LINK TO DOCUMENT]	

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

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

Bar, cocktail lounge, saloon or tavern means any establishment in the business of retailing and on-premises drinking of malt, vinous or other alcoholic beverages, or any place, regardless of its underlying state licensing or marketing nomenclature where alcoholic beverages are obtainable for sale and consumption on the premises, except for temporary alcohol permit locations, permitted special event venues, government and military services or events, or a restaurant where alcohol is sold and consumed on-premises; provided, however, that there shall be excluded from such definition any such establishment which suffers or permits:

- (1) Any female person, while on the premises of such establishment, to exposure to the public view that area of the human female breast at or below the areola thereof;
- (2) Any female person, while on the premises of such establishment, to employ any device or covering which is intended to give the appearance of or simulate such portions of the human female breast as described in subsection (1) above;
- (3) Any person, while on the premises of such establishment, to expose to public view his or her genitals, pubic area, buttocks, anus or anal cleft or cleavage; and provide further that such establishments shall hereinafter be referred to as "special cabarets."

Exception means a use that would not be appropriate generally or without restriction throughout the zoning district but which, if controlled as to number, area, location or relation to the neighborhood would promote the public health, safety, welfare, morals, order, comfort, convenience, appearance, prosperity or general welfare. Such uses may be permitted in such zoning district as exceptions, if specific provision for such exception is made in the district regulations of this chapter.

Sec. 28-184. - Historic preservation district: HP-2.

- (3) Permitted uses by exception:
 - c. Cocktail lounges/taverns.

Sec. 28-29. – Zoning exceptions, variances and appeals. [[LINK TO CODE SECTION](#)]

- (a) *Zoning exceptions:*
 - (1) *In general.* In the granting of zoning exceptions, the planning and zoning board may provide such conditions and safeguards as may be appropriate of this chapter (see [section 28-2](#), Exception).
 - (2) *Written applications.* All applications for an exception under this chapter shall be in writing in such form as may be prescribed by the board.
 - (3) *Public hearing.* Unless a longer time shall be agreed upon by the applicant and the board in the particular case, a public hearing shall be held by the board to consider any application for a zoning exception within not more than thirty (30) days from the date of filing of the completed application. Notice of public hearing shall be made as provided in [section 28-59](#)(a) and (b), and any party shall be heard in person or by agent or attorney.
 - (4) *Violations of exceptions.* The violation of the terms of an exception, including any conditions and safeguards which may be made a part thereof, shall be deemed a violation of this chapter and punishable as provided in this chapter.

Staff find that the use of the by exception for a bar/tavern is appropriate generally. There is only one existing tavern within a four-hundred-foot radius which is Trade Winds Lounge. Staff does not find the area is overly saturated with bar/ taverns.

Staff Recommendation

Staff finds that the use as cocktail lounge/tavern at 17 King Street would be consistent with the provisions for a use by exception. Based on a review of Sec. 28-29 staff finds that the Board may **APPROVE or APPROVE with Conditions** the Use by Exception request for a cocktail lounge/tavern at 17 King Street.

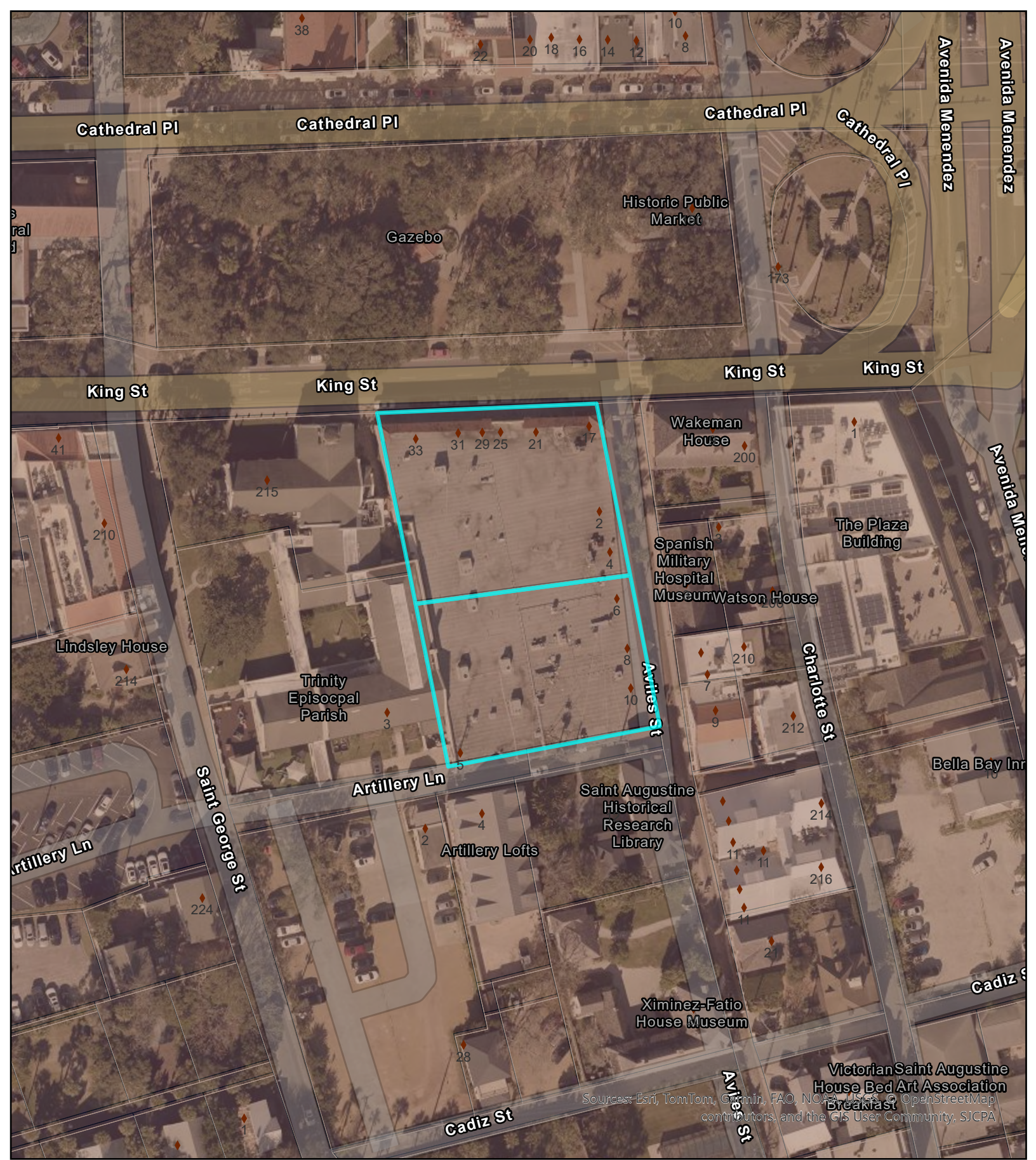
Attachments

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

Staff Report prepared by:

Jennifer Thompson, AICP
Senior Planner
Planning and Building Department

**Attachment 1:
Site Maps
and Photos**



Future Land Use

City of St. Augustine
17 King St.

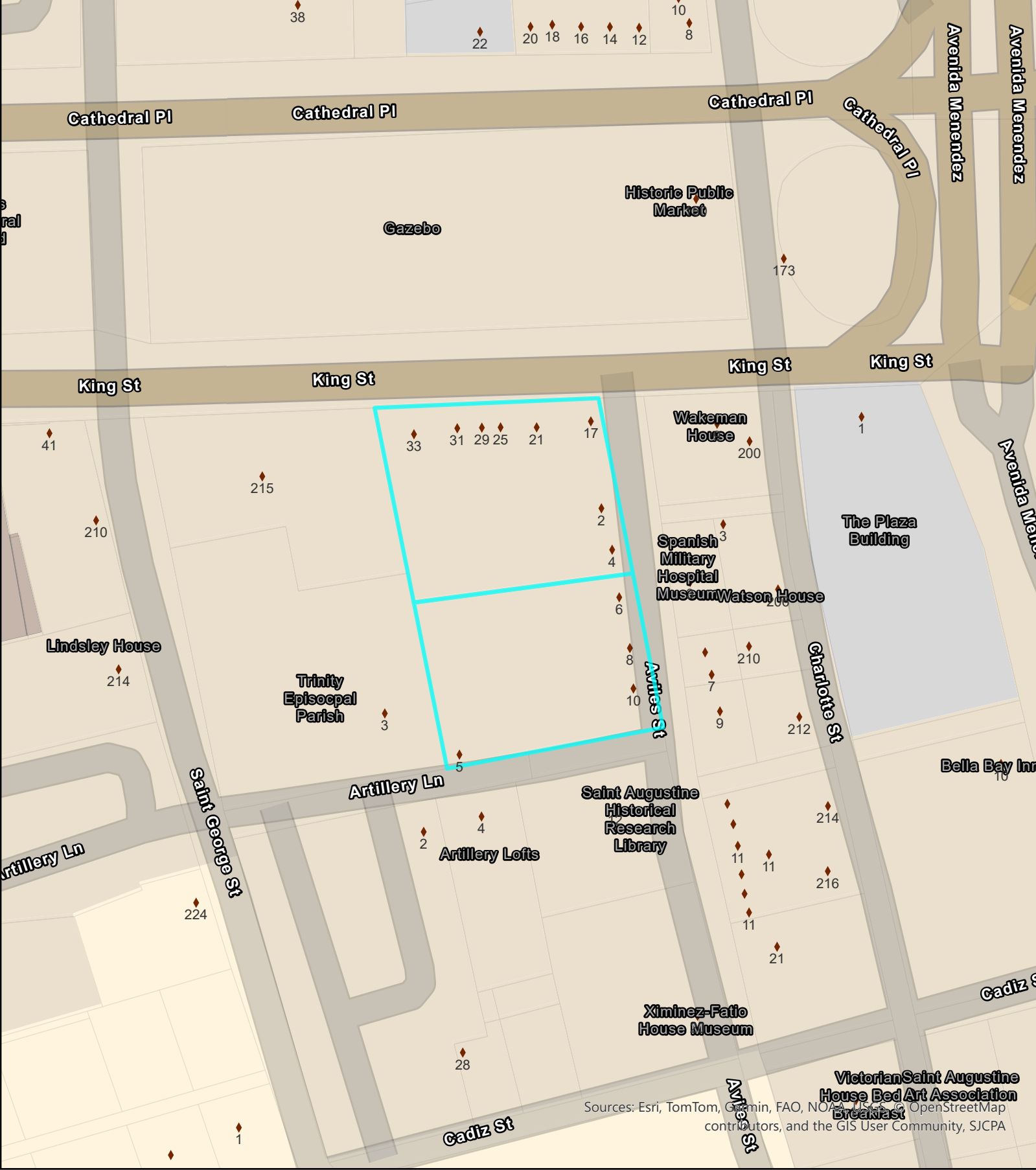
Legend
 Historic Preservation

Scale: 1:1,000

0 30 60 120 Feet

Page 84 of 396

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

Zoning Map

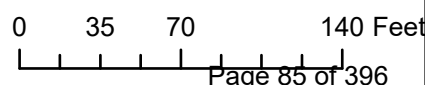
City of St. Augustine

17 King St.

Legend

- Historic Preservation (HP-1)
- Historic Preservation (HP-2)
- Historic Preservation (HP-4)
- Planned Unit Development (PUD)

Scale: 1:1,000



Legend

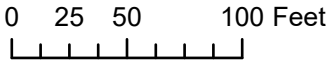
DEM2018

Value

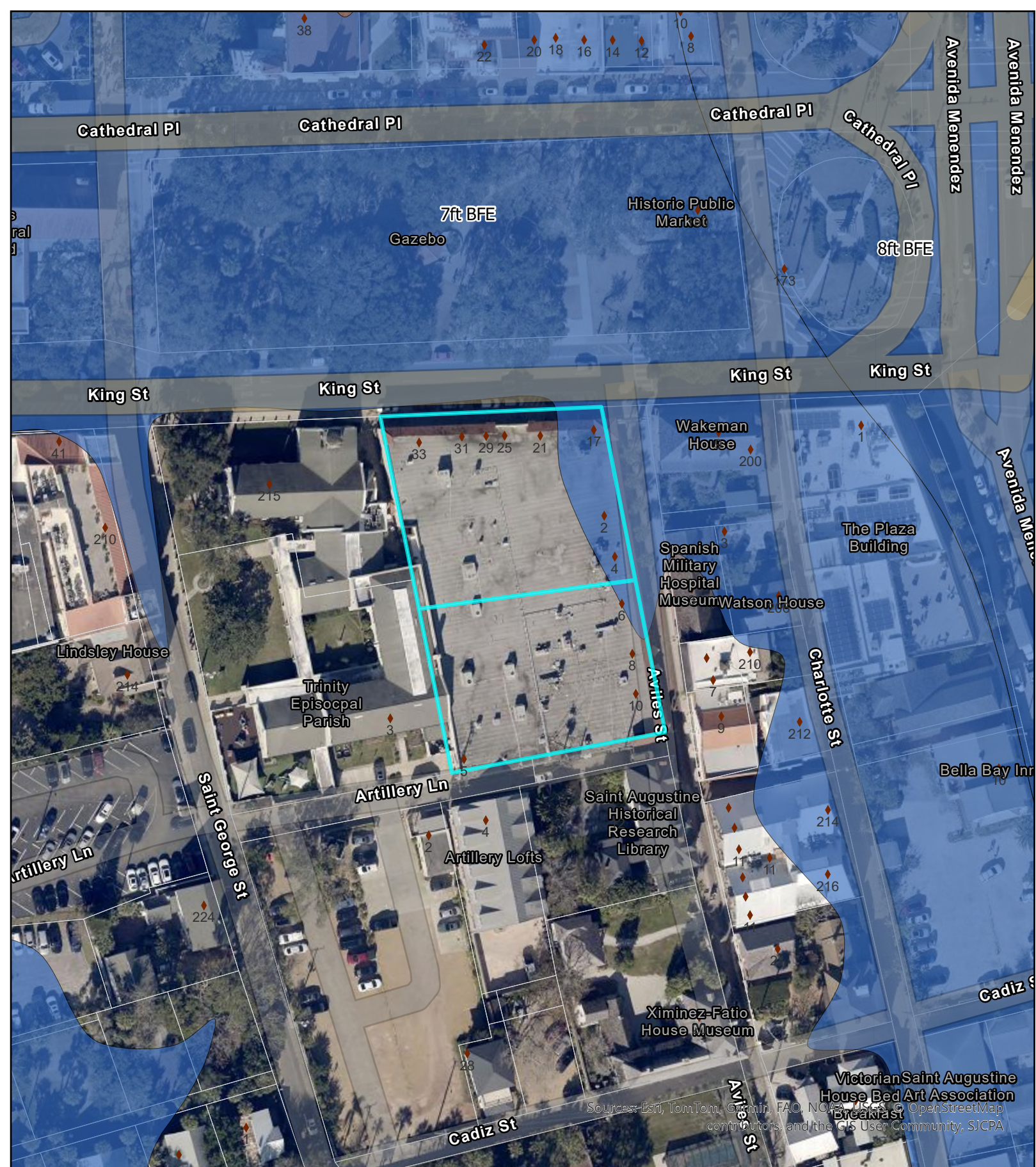


Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, SICPA

Digital Elevation Model DEM 2018
City of St. Augustine
17 King St.
Source: 2018 FDEM LiDAR Project



Scale: 1:1,000



FEMA Flood Zones

City of St. Augustine

17 King St.

Legend

Flood Zone

AE

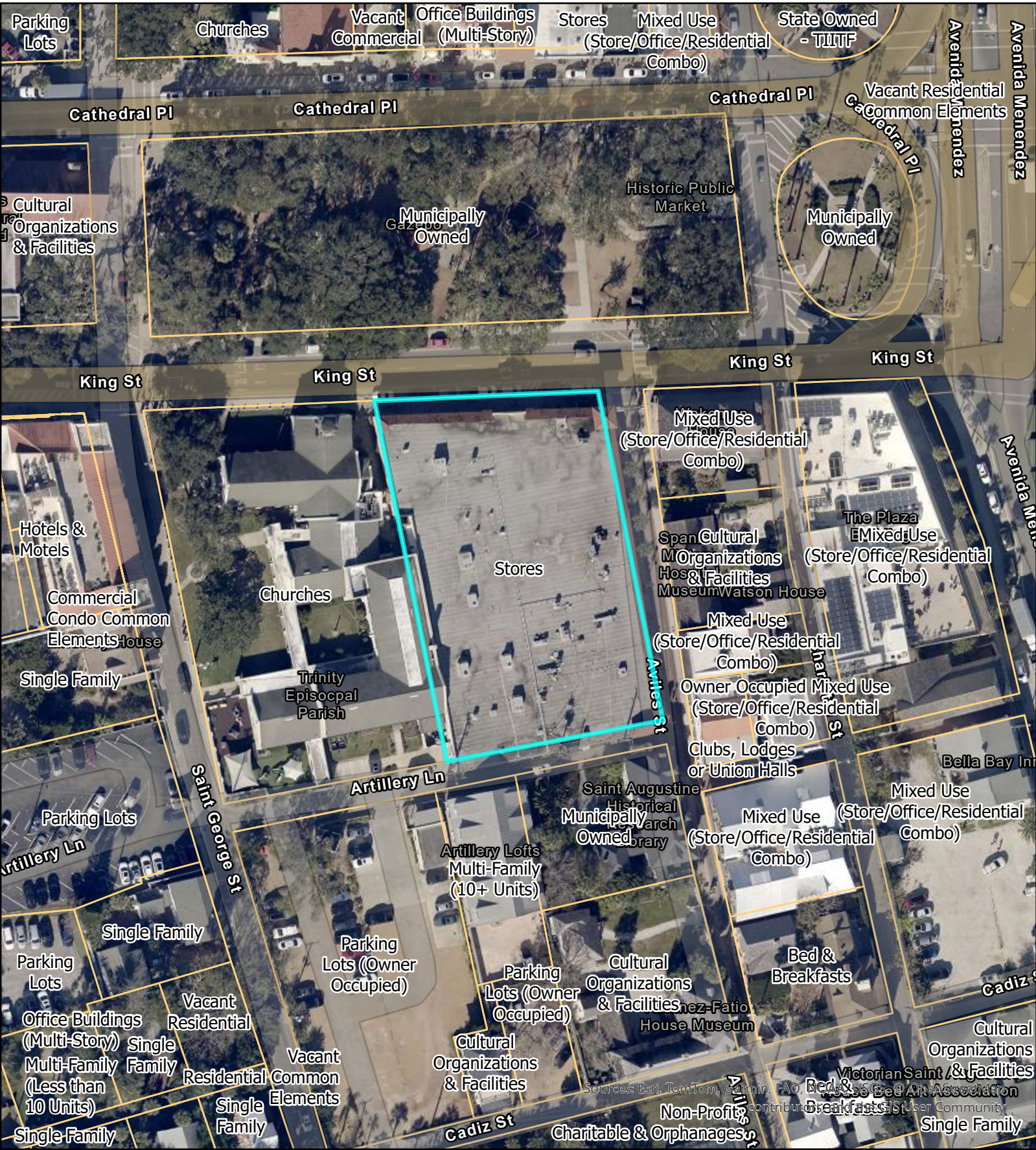
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0 35 70 140 Feet

Page 87 of 396

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



St Johns County Property Appraiser
Use Classification
City of St. Augustine
 17 King St.

Legend

ParcelInfo

Scale: 1:1,000

0 30 60 120 Feet

Page 88 of 396

Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, OpenStreetMap contributors, Swatch Photos, User Community

17 King St.



12/13/2025

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: Gary McGeddy Contact Number: (732) 962-5566
 Business (if applicable): Harvest of St. Augustine
 Address: 17 King Street City: St. Augustine State: FL Zip: 32084
 E-Mail Address: gmcgeddy@theplazaexperience.com

2. NAME OF PROPERTY OWNER: TEP Contact Number: (904) 810-5758
 Business (if applicable): Superior Real Estate
 Address: 142 King Street City: St. Augustine State: FL Zip: 32084
 E-Mail Address: admin@buysuperiorrealestate.com

3. LEGAL DESCRIPTION OF PROJECT PROPERTY:
 Lot: 3 & 4 Block: 33
 Subdivision: _____ Parcel Number: 199210-0000

4. PROJECT STREET ADDRESS: 17 King Street St. Augustine, FL 32084

5. SPECIFIC PROPOSED USE: Full Service Restaurant With Beverage Retail

6. ACTION REQUESTED:

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

7. DESCRIPTION OF ACTION REQUESTED: We are currently licensed with DBPR and ABT as a restaurant with a bar, using a 4COP - SFS License. We have purchased a 4COP Quota License, which allows us to be a restaurant that can sell bottles of alcohol to our customers. We would like to sell the bottles to our guests during dinners, tastings, and curated shopping experiences.

8. JUSTIFICATION FOR ACTION REQUESTED: The city denied our request and required us to apply for use by exception.

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: NA

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

(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.

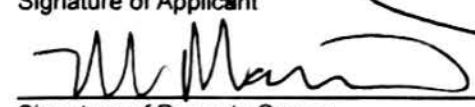
IMPORTANT NOTICE: When the hearing date has been set and a legal notice has been published or posted, the applicant must be prepared to present the request at the scheduled hearing date. If the applicant requests a continuance, the decision to grant or deny the request for continuance will be decided 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 of Applicant

2/26/26

Date



Signature of Property Owner

2/27/26

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.

Gary McGeddy

Print name of applicant


Signature of applicant

2/24/26
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.

17 King Street St. Augustine, FL 32084

Project Address: _____

Applicant's Name: Gary McGeddy Applicant's Signature: 

Owner's Name: Matt Marino Owner's Signature: 

Owner's Authorization For Agent

Gary McGeddy is/are hereby authorized TO ACT ON BEHALF
OF TEP, Inc, the owner(s) of those lands described within
 the attached application, or described within the previously filed
Application number: P2B2026-0025, 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:
17 King Street St. Augustine, FL 32084

BY: *Matthew Marino*
Signature of Owner

Fr. Matthew Marino
Print Name of Owner

904-810-5758
Telephone Number

State of Florida

County of St. Johns

Signed and sworn before me on this 6TH day of March, 2026

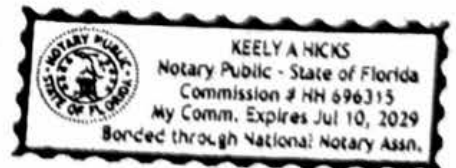
By Fr. Matthew Marino

Identification verified:

Oath sworn: Yes No

Notary Signature: *Keely A Hicks*

My Commission expires: July 10, 2029



**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 1992100000
 Location Address 17 KING ST
 SAINT AUGUSTINE 32084-0000
 Neighborhood City St Aug S of Plaza (COM) (610.03)
 Tax Description* CITY OF ST AUGUSTINE LOTS 3 & 4 BLK 33 OR1948/1162
 *The Description above is not to be used on legal documents.
 Property Use Code Stores (1100)
 Subdivision City of St Augustine
 Sec/Twp/Rng 18-7-30
 District City of St Augustine (District 452)
 Millage Rate 19.5552
 Acreage 0.800
 Homestead N

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



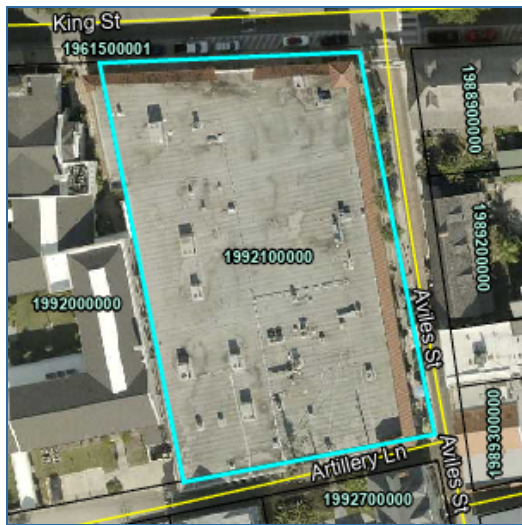
Owner Information

Owner Name Tep Inc 100%
 Mailing Address 215 SAINT GEORGE ST
 SAINT AUGUSTINE, FL 32084-0000

Exemption Information

Exemption Type	Status	Amount
Church/Religious		\$1,204,574

Map



Valuation Information

Assessed Year	2026
Building Value	\$2,352,848.00
Extra Features Value	\$0.00
Total Land Value	\$1,742,400.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
Just Market	\$4,095,248.00
Total Deferred	\$445,024.00
Assessed Value	\$3,650,224.00
Total Exemptions	\$1,204,574.00
Taxable Value	\$2,445,650.00

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

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	\$2,070,216	\$0	\$1,742,400	\$0
2024	\$1,800,000	\$0	\$1,742,400	\$0
2023	\$1,445,656	\$0	\$1,812,000	\$0
2022	\$1,269,497	\$0	\$1,812,000	\$0
2021	\$959,012	\$0	\$1,812,000	\$0
2020	\$959,012	\$0	\$1,812,000	\$0
2019	\$878,435	\$0	\$1,812,000	\$0
2018	\$878,435	\$0	\$1,812,000	\$0
2017	\$878,435	\$0	\$1,812,000	\$0
2016	\$878,435	\$0	\$724,800	\$0
2015	\$878,435	\$0	\$724,800	\$0

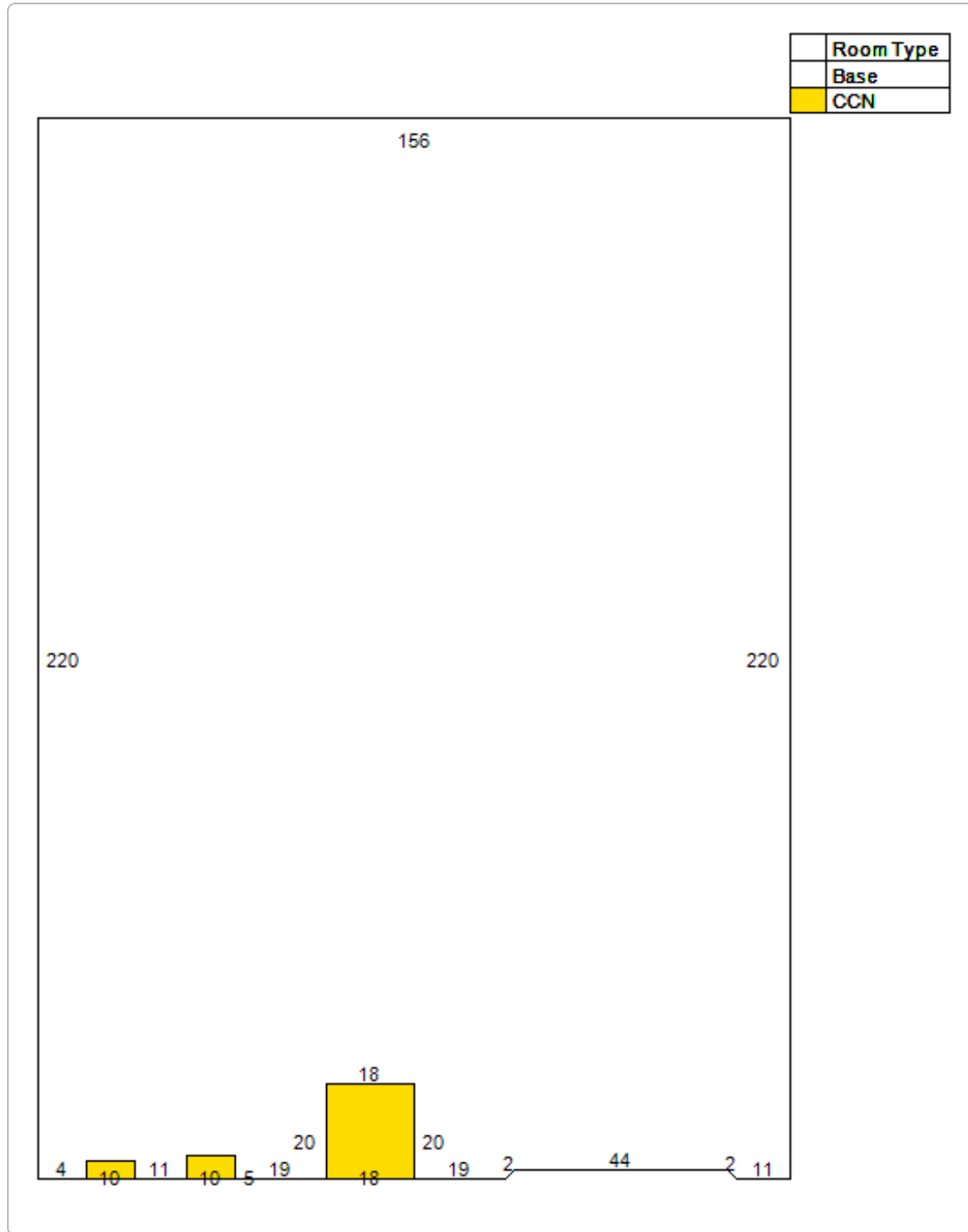
Building Information

Building	1
Building Value	\$2,352,848
Year Built	1954
Actual Area	34228
Conditioned Area	33778
Use	Stores (Retail)
Style	04
Exterior Wall	Concrete Stucco

Roof Cover	Built Up, Clay Tile
Roof Structure	Rigid Frame
Interior Flooring	Asphalt Tile, Carpet
Interior Wall	Drywall
Heating Type	Air Duct
Air Conditioning	Central
Bedrooms	
Baths	

Description	Square Footage
BASE AREA	33778
FINISHED CANOPY	360
FINISHED CANOPY	50
FINISHED CANOPY	40
Total SqFt	34228

Sketch Information



Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Stores	151	240	34848	SF	\$1,742,400

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
	5/1/2003	\$2,750,000.00	WARRANTY DEED	1948	1162	Q	I	BETMAR INVESTMENTS LTD	TEP INC
	7/1/1999	\$100.00	WARRANTY DEED	1434	430	U	I	COOPER BETTY	BETMAR INVESTMENTS LTD
	12/8/1992	\$725,000.00	WARRANTY DEED	971	251	Q	I	ESPRIT/ST AUG LIMITED PTNRSP	COOPER BETTY
	9/1/1978	\$0.00		663	134	U	I		ESPRIT/ST AUG LIMITED PTNRSP
	1/1/1978	\$600,000.00		365	193	Q	I		

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: 3/18/2026, 3:47:55 AM](#)

Contact Us





Planning and Zoning Board

Planning Division Staff Report
 Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
April 7, 2026	6.b.	PZB2026-0030
Request	Address	Parcel ID
Use by Exception	1095 Anastasia Blvd.	160600-0000

Site & Background Information

Applicant: Greg Charalambous
 c/o Runny Ink Printing

Owner: Thompson Bros. Realty

Property Class: 1700 – Office Buildings
 (St. Johns County
 Property Appraiser)

Future Land Use Designation: Residential Medium Density

Zoning Designation: [Residential General Two \(RG-2\)](#)

Acreage: 0.12

Neighborhood: Office (Class C) Countywide (COM)

Archaeological Zone: N/A

Request Summary

This application request is to operate an office for an online printing and embroidery business, a use by exception within the RG-2 zoning district at 1095 Anastasia Blvd. The previous use of this property was a law office.

Attached under “supplemental information” are ordinances 2000-26 and 2000-27. These ordinances reclassified 1095 Anastasia Blvd from Residential Low Density to Residential Medium Density and rezoned the property from Residential Single Family Two (RS-2) to Residential General Two (RG-2).

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

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

Exception means a use that would not be appropriate generally or without restriction throughout the zoning district but which, if controlled as to number, area, location or relation to the neighborhood would promote the public health, safety, welfare, morals, order, comfort, convenience, appearance, prosperity or general welfare. Such uses may be permitted in such zoning district as exceptions, if specific provision for such exception is made in the district regulations of this chapter.

Sec. 28-29. - Zoning exceptions, variances and appeals. [[LINK TO SECTION](#)]

(a) Zoning exceptions:

- (1) In general. In the granting of zoning exceptions, the planning and zoning board may provide such conditions and safeguards as may be appropriate of this chapter (see [section 28-2](#), Exception).
- (2) Written applications. All applications for an exception under this chapter shall be in writing in such form as may be prescribed by the board.
- (3) Public hearing. Unless a longer time shall be agreed upon by the applicant and the board in the particular case, a public hearing shall be held by the board to consider any application for a zoning exception within not more than thirty (30) days from the date of filing of the completed application. Notice of public hearing shall be made as provided in [section 28-59](#)(a) and (b), and any party shall be heard in person or by agent or attorney.
- (4) Violations of exceptions. The violation of the terms of an exception, including any conditions and safeguards which may be made a part thereof, shall be deemed a violation of this chapter and punishable as provided in this chapter.

Sec. 28-164. Residential, general-two: RG-2. [[LINK TO SECTION](#)]

Intent. This district is intended to apply to those neighborhoods designated for multiple-family dwellings and uses, as well as those nonresidential uses compatible and complementary with medium density residential uses, so as to create and maintain a diverse medium intensity residential character.

(1) *Permitted uses and structures:*

- a. Multifamily dwellings.
- b. Accessory apartments.
- c. Single-family dwellings.
- d. Tourist homes and bed and breakfast inns.
- e. Rooming and boarding houses.
- f. Hotel or motel, thirty (30) units maximum.
- g. Housing for the elderly.
- h. Neighborhood recreation facility.
- i. Home-based business.

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

(3) *Permitted uses by exception:*

- a. Marinas.
- b. Hotels and motels, fifty (50) units maximum.
- c. Restaurants and/or bars in connection with hotels or motels.
- d. Restaurants with lounges.
- e. **Professional and business offices.**
- f. See section 28-347, special event venue as per section 28-347(8) only allowed as an accessory use to a principal use.
- g. Intermediate care facilities.
- h. Mobile food dispensing vehicle as per section 28-347(9).

Staff Recommendation

Based on a review of Sec. 28-29 staff find that the Board can **APPROVE, APPROVE with conditions**, a use by exception request for a professional and business office located at 1095 Anastasia Blvd.

Attachments

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

Staff Report prepared by:

Jennifer Thompson, AICP
Senior Planner
Planning and Building Department

**Attachment 1:
Site Maps
and Photos**



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

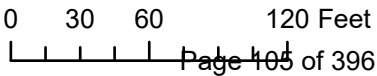
Future Land Use

City of St. Augustine
1095 Anastasia Blvd.

Legend

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

Scale: 1:1,000



Legend

DEM2018

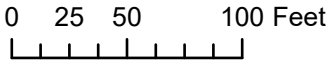
Value

- 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

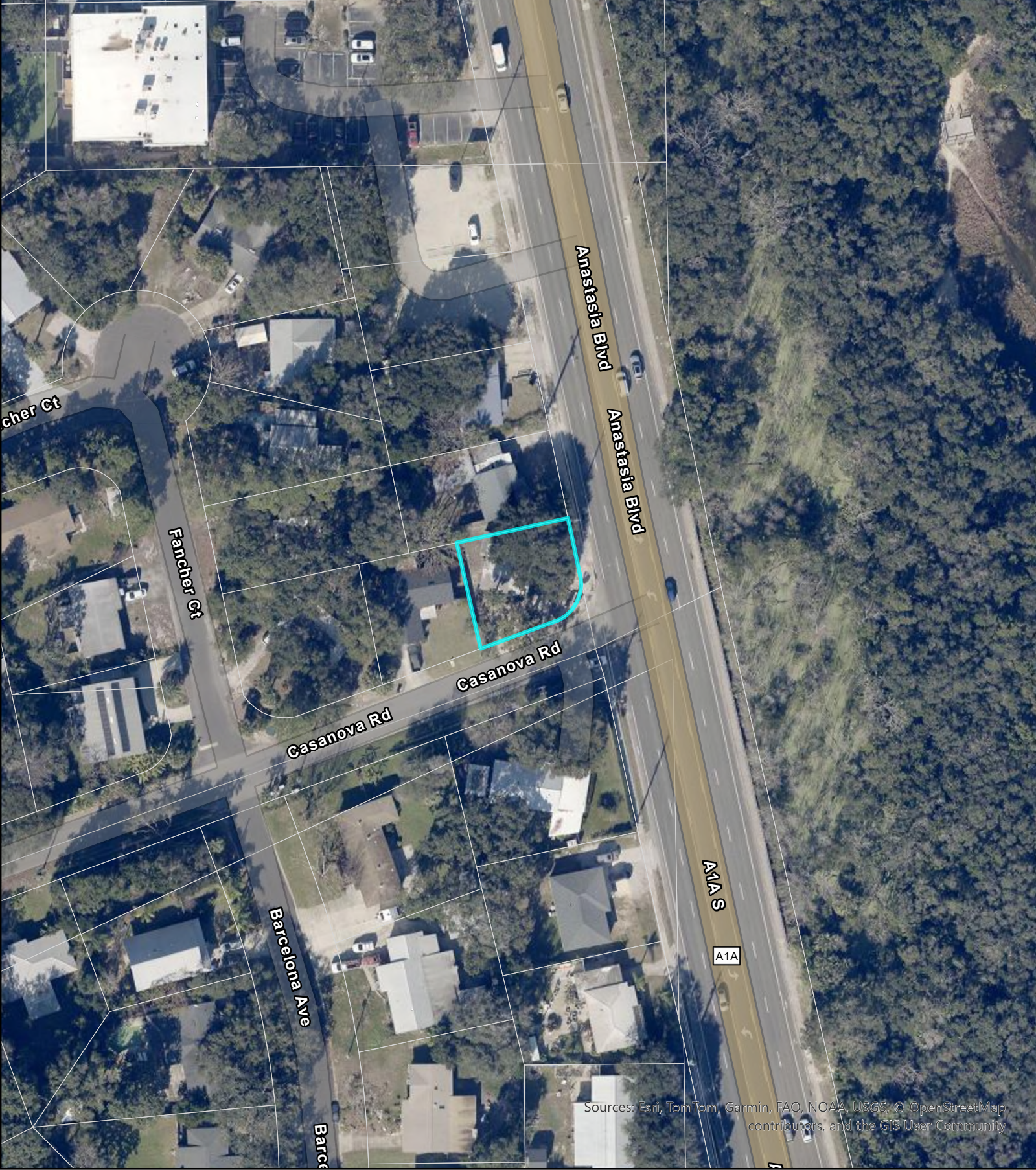


Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

Digital Elevation Model DEM 2018
City of St. Augustine
1095 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

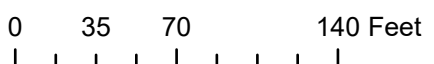
FEMA Flood Zones

City of St. Augustine

1095 Anastasia Blvd.

Legend

Scale: 1:1,000



1095 Anastasia Blvd.



12/13/2025

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: Greg Charalambous Contact Number: _____

Business (if applicable): Runny Ink Printing

Address: 145 Oyster Catcher Circle City: St. Augustine State: FL Zip: 32080

E-Mail Address: greg.charalambous@gmail.com

2. NAME OF PROPERTY OWNER: Thompson Brothers Realty Contact Number: 904-806-1811

Business (if applicable): _____

Address: 93 B Orange Street City: St. Augustine State: FL Zip: 32084

E-Mail Address: _____

3. LEGAL DESCRIPTION OF PROJECT PROPERTY:

Lot: _____ Block: _____

Subdivision: _____ Parcel Number: _____

4. PROJECT STREET ADDRESS: 1095 Anastasia Blvd

5. SPECIFIC PROPOSED USE: DTF Printing and Embroidery Business

6. ACTION REQUESTED:

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

7. DESCRIPTION OF ACTION REQUESTED: _____

We are requesting a use of exception to use this property as the office for our online printing and embroidery business.

8. JUSTIFICATION FOR ACTION REQUESTED: _____

We have an offer to purchase this property contingent on securing a use exception from the city of St Augustine to use the property as an office for our online printing and embroidery business. The property was previously used as a law office.

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

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

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

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

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

10. PREVIOUS APPPLICATIONS:

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

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

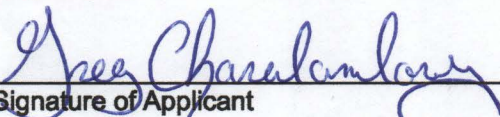
11. AGREEMENT:

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

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

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

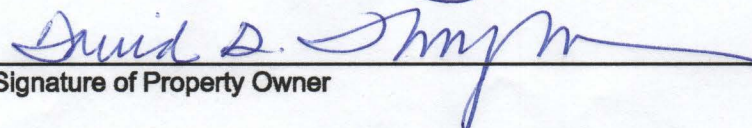
IMPORTANT NOTICE: When the hearing date has been set and a legal notice has been published or posted, the applicant must be prepared to present the request at the scheduled hearing date. If the applicant requests a continuance, the decision to grant or deny the request for continuance will be decided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



Signature of Applicant

3-7-2026

Date



Signature of Property Owner

3/7/2026

Date

PZB APPLICATION FEE SCHEDULE

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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

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Project Address: 1095 ANASTASIA BLVD.

Applicant's Name: Greg Charalambous Applicant's Signature: Greg Charalambous

for TRAMPOLINE BUSINESS REALTY INC.
 Owner's Name: DAVID TRAMPOLINE Owner's Signature: David Trampolone



Owner's Authorization For Agent

DAVID D. THOMPSON is/are hereby authorized TO ACT ON BEHALF OF THOMPSON BROTHERS Realty, INC the owner(s) of those lands described within the attached application, or described within the previously filed Application number: PZB2026-0030, 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: David D. Thompson
Signature of Owner

DAVID D. THOMPSON
Print Name of Owner

904.806-4323
Telephone Number

State of FLORIDA

County of SAN JUAN

Signed and sworn before me on this 17th day of MARCH, 2026.

By JAMES E. TUNSTALL

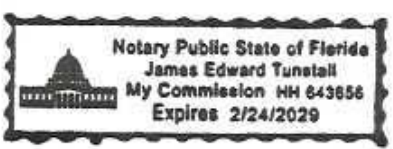
Identification verified:

Oath sworn: Yes No

Notary Signature: [Signature]

My Commission expires: FEBRUARY 2, 2029

Rev:022117





**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

**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

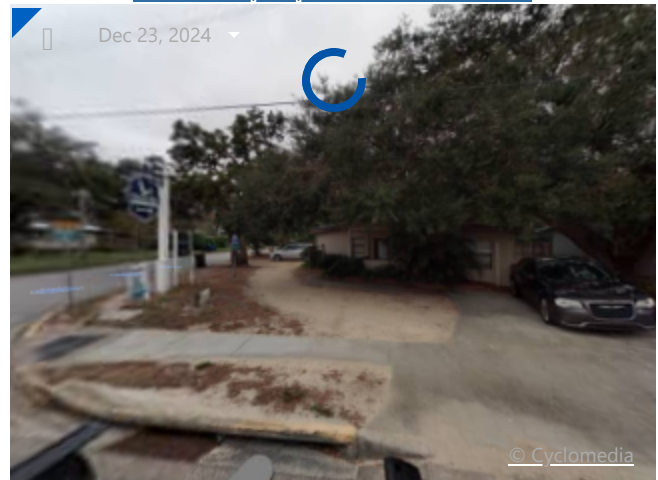
2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1606000000
Location Address	1095 ANASTASIA BLVD SAINT AUGUSTINE 32080-0000
Neighborhood	Office (Class C) Countywide (COM) (202.03)
Tax Description*	8-9 HIGHLAND MANOR LOT 5 (EX R/W OF S-3 IN DB224/440) OR1493/1902 <i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Office Buildings (1Story) (1700)
Subdivision	Highland Manor Unit #1
Sec/Twp/Rng	21-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.120
Homestead	N

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



Owner Information

Owner Name	Thompson Bros Realty Inc 100%
Mailing Address	PO BOX 70 SAINT AUGUSTINE, FL 32085-0070

Map



Valuation Information

Assessed Year	2026
Building Value	\$66,933.00
Extra Features Value	\$2,381.00
Total Land Value	\$136,000.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
Just Market	\$205,314.00
Total Deferred	\$105,873.00
Assessed Value	\$99,441.00
Total Exemptions	
Taxable Value	\$99,441.00

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

Historical Assessment Information

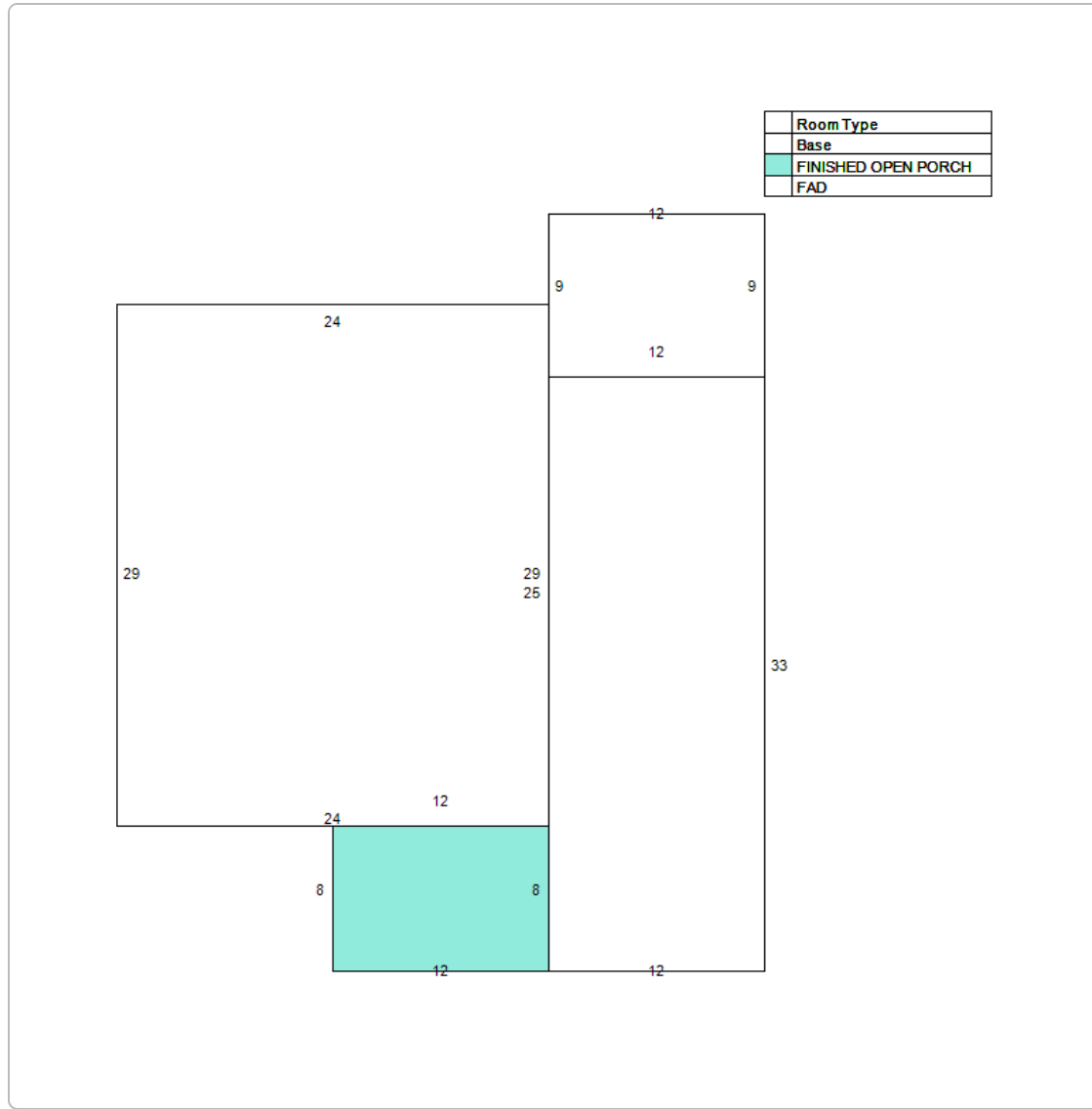
Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	\$67,990	\$2,621	\$136,000	\$0
2024	\$63,097	\$2,861	\$136,000	\$0
2023	\$56,818	\$3,101	\$108,800	\$0
2022	\$37,630	\$1,730	\$28,560	\$0
2021	\$38,825	\$1,907	\$28,560	\$0
2020	\$40,020	\$2,083	\$28,560	\$0
2019	\$35,371	\$2,134	\$28,560	\$0
2018	\$36,290	\$958	\$28,560	\$0
2017	\$75,008	\$1,068	\$28,560	\$0
2016	\$76,065	\$1,177	\$28,560	\$0
2015	\$67,979	\$1,286	\$28,560	\$0

Building Information

Building	1	Roof Cover	Composite Shingle
Building Value	\$66,933	Roof Structure	Gable Hip
Year Built	1953	Interior Flooring	Carpet, Ceramic Tile
Actual Area	1296	Interior Wall	Drywall
Conditioned Area	1200	Heating Type	Air Duct
Use	Office Class C	Air Conditioning	Central
Style	04	Bedrooms	0
Exterior Wall	Aluminum Vinyl	Baths	

Description	Square Footage
BASE AREA	696
ADDITION	396
ADDITION	108
FINISHED OPEN PORCH	96
Total SqFt	1296

Sketch Information



Extra Feature Information

Code Description	Status	Value
Wood Fence - 6' and Above (COM)		221
Concrete Paving - Under 8" (COM)		1901
Brick Pavers (COM)		259

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Mixed Use (Store/Office/Residential Combo)	68	80	5440	SF	\$136,000

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
	5/3/2000	\$110,000.00	WARRANTY DEED	1493	1902	U	I	COPE ALTON W & KATHRYN S	THOMPSON BROS REALTY INC
	11/12/1999	\$80,000.00	WARRANTY DEED	1454	761	Q	I	PLAPPERT HARRY & CARMEN G NKA DOW	COPE ALTON W & KATHRYN S
	6/18/1992	\$25,900.00	WARRANTY DEED	947	1049	U	I	PRATTEN DAISY B	PLAPPERT HARRY,CARMEN L
	6/18/1992	\$100.00	CORRECTIVE DEED	947	1048	U	I	PRATTEN JOHN W JR	PRATTEN DAISY B
	5/1/1991	\$0.00		898	686	U	I		PRATTEN JOHN W JR
	6/1/1987	\$0.00		750	632	U	I		
	6/1/1987	\$0.00		750	631	U	I		
	11/1/1982	\$0.00		562	644	U	I		
	1/1/1979	\$0.00		409	560	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: [3/18/2026, 3:47:55 AM](#)

Contact Us



Attachment 4:
Supplemental Information

ORDINANCE NO. 2000-26

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, AMENDING THE CITY OF ST. AUGUSTINE COMPREHENSIVE PLAN, FUTURE LAND USE MAP, TO RECLASSIFY A PARCEL OF LAND LOCATED AT 1075, 1085 AND 1095 ANASTASIA BOULEVARD, CONTAINING APPROXIMATELY 0.4 ACRES IN THE CITY OF ST. AUGUSTINE, AND MORE PARTICULARLY DESCRIBED HEREINAFTER, FROM RESIDENTIAL LOW DENSITY TO RESIDENTIAL MEDIUM DENSITY; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the owners of certain property, as described herein, have requested that the Comprehensive Plan designation of such property be changed from Residential Low Density to Residential Medium Density; and

WHEREAS, the City of St. Augustine Planning and Zoning Board, sitting as the local planning agency, made recommendation to the City Commission on June 6, 2000, in conjunction with a request for a use by exception for professional and business office; and

WHEREAS, the City Commission of the City of St. Augustine, Florida, hereby finds that the proposed amendment involves a parcel of land of ten (10) acres or less, and the Planning and Zoning Board approved a use by exception for said property, limiting the density to less than ten (10) units per acre in conjunction with this amendment to the future land use map; and

WHEREAS, the City has otherwise acted in full compliance with Section 163.3187, *Florida Statutes*.

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

Section 1. That the City of St. Augustine Comprehensive Plan, Future Land Use Map, be, and the same is hereby, amended to provide that the following described property, located at 1075, 1085 and 1095 Anastasia Boulevard, containing approximately 0.4 acres in the City of St. Augustine, be reclassified from its current classification of Residential Low Density to the classification of Residential Medium Density:

Lots 3, 4 and 5 (excluding right-of-way for Anastasia Boulevard), Highland Manor Subdivision, as recorded in Map Book 8, Page 9, Public Records of St. Johns County, Florida.

Section 2. That the remaining portions of said Comprehensive Plan for the City of St. Augustine, Florida which are not in conflict with the provisions of this ordinance shall remain in full force and effect.

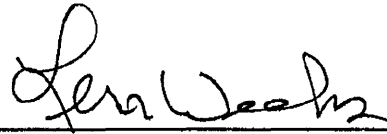
Section 3. That if any section, subsection, sentence, clause, phrase or provision of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 4. That this ordinance shall be effective thirty-one (31) days after adoption, or if challenged within thirty (30) days after adoption, effective upon

issuance of a final order by the Department of Community Affairs or the Administration Commission.

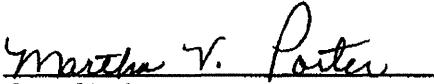
PASSED by the City Commission of the City of St. Augustine, Florida, this

10th day of July, A.D., 2000.

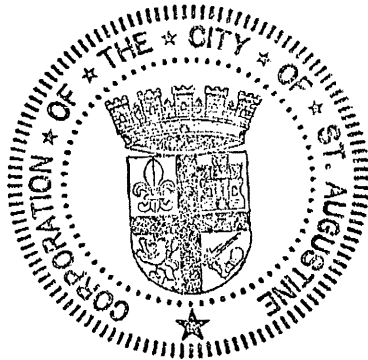


Mayor-Commissioner

ATTEST:



City Clerk



THE ST. AUGUSTINE RECORD

PUBLISHED EVERY AFTERNOON MONDAY THROUGH FRIDAY, SATURDAY AND SUNDAY MORNING
ST. AUGUSTINE AND ST. JOHNS COUNTY, FLORIDA

COPY OF ADVERTISEMENT

RECEIVED

JUL 12 2000

CITY CLERK

STATE OF FLORIDA,
COUNTY OF ST. JOHNS

Before the undersigned authority personally appeared **Linda Y. Murray**
who on oath says that she is an Accounting Clerk of the St. Augustine Record,
a daily newspaper published at St. Augustine in St. Johns County, Florida:
that the attached copy of advertisement, being a

NOTICE OF LAND USE CHANGE (DISPLAY ADVERTISEMENT)

in the matter of **ORDINANCE # 2000-26**

1075, 1085, & 1095 ANASTASIA BOULEVARD

in the Court, was published in said newspaper in the issues of
WEDNESDAY, JULY 5, 2000

Affiant further says that the St. Augustine Record is a newspaper published
at St. Augustine, in said St. Johns County, Florida, and that the said newspaper
heretofore been continuously published in said St. Johns County, Florida, each
day and has been entered as second class mail matter at the post office in the
City of St. Augustine, in said St. Johns County, for a period of one year preceding
the first publication of the copy of advertisement; and affiant further says that
she has neither paid nor promised any person, firm or corporation any discount,
rebate, commission or refund for the purpose of securing the advertisement for
publication in the said newspaper.

Sworn to and subscribed before me this 7TH day of **JUNE** 2000,

by *Linda Y. Murray* who is personally known to me
or who has produced **PERSONALLY KNOWN** as identification.

Zoe Ann Moss

(Signature of Notary Public)



Zoe Ann Moss
MY COMMISSION # CCR41R14 EXPIRES
Aug 31 2001
BONDED THRU TROY FAIN INSURANCE, INC.

Zoe Ann Moss

THE ST. AUGUSTINE RECORD

PUBLISHED EVERY AFTERNOON MONDAY THROUGH FRIDAY, SATURDAY AND SUNDAY MORNING
ST. AUGUSTINE AND ST. JOHNS COUNTY, FLORIDA

COPY OF ADVERTISEMENT
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Zoe Ann Moss
(Signature of Notary Public)



Zoe Ann Moss
MY COMMISSION # 00641814 EXPIRES
August 22, 2003 (Seal)
BONDED THRU TROY PAIR INSURANCE, INC.

Zoe Ann Moss

Logan continued the final leg of his 1,000-mile tour by joining staff

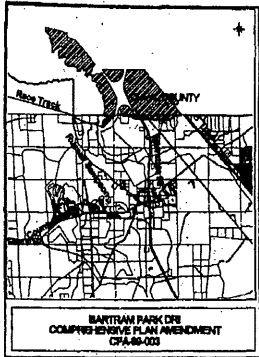
hood services.

2,500 yards of red, white and blue fabric.
In Cocoa Beach, 20 boats fes-

**ON PROPOSED AMENDMENT
PREHENSIVE PLAN (1990-2005)
AND USSE CHANGE**

St. Johns county and Zoning Agency
20, 2000, at 1:30 p.m., to consider and
County Commissioners on a proposed
ap 1990-2005 of the St. Johns County
s amended. Further, on August 8, 2000,
1 of County Commissioners will hold a
proposed Comprehensive Plan Amend-
County Auditorium, County Administra-
county road 16-A) and US 1 North, St.
s may appear at the public hearings to
ent. The St. Johns County Comprehen-
icipalities of the City of St. Augustine,
astings, and the portion of the Town of

endment is approximately 127.95 acres
of Racetrack Road; west of US 1 and



ICIAL ACCOMMODATIONS AND TO

In accordance with the Americans with
accommodations or an interpreter to
1, ADA Coordinator, at (904) 823-2500
4020 Lewis Speedway, St. Augustine,
ividuals: Florida Relay Service: 1-800-
e date of this meeting.

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s will need a record of proceedings and
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IRS

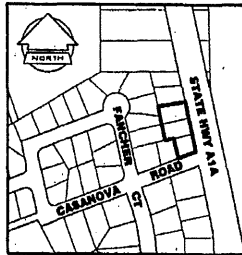
NOTICE OF LAND USE CHANGE

THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE
PROPOSES TO ADOPT THE FOLLOWING ORDINANCE TO
CHANGE THE LAND USE FOR THE PROPERTY DEPICTED IN
THE SHADED AREA SHOWN ON THE MAP IN THIS ADVER-
TISEMENT.

ORDINANCE NO. 2000-26

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA,
AMENDING THE CITY OF ST. AUGUSTINE COMPREHENSIVE
PLAN; FUTURE LAND USE MAP, TO RECLASSIFY A PARCEL OF
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HEREINAFTER, FROM RESIDENTIAL LOW DENSITY TO RESI-
DENTIAL MEDIUM DENSITY;
PROVIDING FOR SEVERABILITY; PROVIDING FOR INCLUSION
IN THE CODE OF THE CITY OF ST. AUGUSTINE. BY REFER-
ENCE ONLY; AND PROVIDING AN EFFECTIVE DATE.

A PUBLIC HEARING AND FIRST READING OF THE ORDI-
NANCE WILL BE HELD ON MONDAY, JULY 10, 2000 DURING
THE REGULAR CITY COMMISSION MEETING BEGINNING AT
4:00 P.M., IN THE CITY COMMISSION MEETING ROOM, CITY
HALL, 75 KING STREET, 1ST FLOOR, WEST WING. ALL PER-
SONS INTERESTED IN THIS MATTER MAY APPEAR AND BE
HEARD.



Said proposed ordinance may be inspected by the public at the
office of the Planning and Building Division, City of St. Augustine,
City Hall, 75 King Street, Fourth Floor, Elevator B, during the
hours of 8:00am and 5:00pm except weekends and holidays.

In accordance with Florida Statute 286.0105; "If any person decides
to appeal any decision made by the City Commission with respect
to any matter considered at this scheduled 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 proceed-
ings, 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 City of St. Augustine, (904) 825-1007; or 1-800-
955-8771 (TDD) or 1-800-955-8770 (V), via Florida Relay Service,
not later than seven days prior to the proceeding at the address
given on this notice.

Martha V. Porter
City Clerk

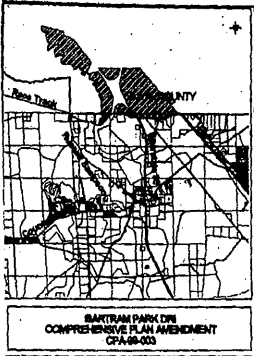
his 1,000-mile tour by joining staff

In Cocoa Beach, 20 boats fes- fabric.

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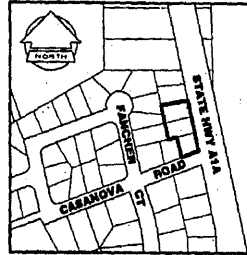
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ORDINANCE NO. 2000-26

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA,
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should contact the City of St. Augustine, (904) 825-1007; or 1-800-
955-8771 (TDD) or 1-800-955-8770 (V), via Florida Relay Service,
not later than seven days prior to the proceeding at the address
given on this notice.

Martha V. Porter
City Clerk

ORDINANCE NO. 2000-27

AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, REZONING PROPERTY LOCATED AT 1075, 1085 AND 1095 ANASTASIA BOULEVARD, CONTAINING APPROXIMATELY 0.4 ACRES IN THE CITY OF ST. AUGUSTINE, AND MORE PARTICULARLY DESCRIBED HEREINAFTER, FROM ITS CURRENT CLASSIFICATION OF RESIDENTIAL SINGLE FAMILY-TWO (RS-2) TO THE CLASSIFICATION OF RESIDENTIAL GENERAL-TWO (RG-2); REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, it appears to the City Commission of the City of St. Augustine, Florida, that all legal requirements have been met, a public hearing has been held, and the Planning and Zoning Board has recommended that the property located at 1075, 1085 and 1095 Anastasia Boulevard in the City of St. Augustine, being more fully described herein, should be rezoned.

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

Section 1. That the property located at 1075, 1085 and 1095 Anastasia Boulevard, containing approximately 0.4 acres in the City of St. Augustine, Florida, and being more fully described as follows:

Lots 3, 4 and 5 (excluding right-of-way for Anastasia Boulevard), Highland Manor Subdivision, as recorded in Map Book 8, Page 9, Public Records of St. Johns County, Florida

be, and the same is hereby, rezoned from its current classification of Residential Single Family-Two (RS-2) to the classification of Residential General-Two (RG-2).

Section 2. That the City Planning and Building Director be, and is hereby, authorized and directed to change the Zoning Atlas for the City of St. Augustine, Florida, to reflect the rezoning of the above-described land.

Section 3. That all ordinances or parts of ordinances in conflict herewith are hereby repealed.

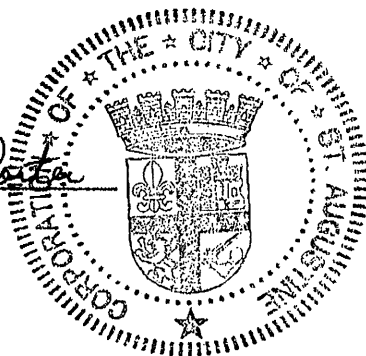
Section 4. That if any section, subsection, sentence, clause, phrase or provision of this ordinance is held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not be so construed as to render invalid or unconstitutional the remaining provisions of this ordinance.

Section 5. That this ordinance shall take effect thirty-one (31) days after adoption in conjunction with Ordinance No. 2000-26, or if Ordinance No. 2000-26 is challenged within thirty (30) days after adoption, effective upon issuance of a final order by the Department of Community Affairs or the Administration Commission.

PASSED by the City Commission of the City of St. Augustine, Florida, this 10th day of July, A.D., 2000.

ATTEST:

Martha V. Poston
City Clerk



Lee Wachter
Mayor-Commissioner

RECEIVED

COPY OF

THE ST. AUGUSTINE RECORD JUL 6 2000

PUBLISHED EVERY AFTERNOON MONDAY THROUGH FRIDAY, SATURDAY AND SUNDAY MORNING ST. AUGUSTINE AND ST. JOHNS COUNTY, FLORIDA

CITY CLERK

STATE OF FLORIDA, COUNTY OF ST. JOHNS

Before the undersigned authority personally appeared Linda Y. Murray who on oath says that she is an Accounting Clerk of the St. Augustine Record, a daily newspaper published at St. Augustine in St. Johns County, Florida:

that the attached copy of advertisement, being a

NOTICE OF PROPOSED ENACTMENT

in the matter of ORDINANCE # 2000-27

1075, 1085, & 1095 ANASTASIA BOULEVARD

in the Court, was published in said newspaper in the issues of

JUNE 30, 2000

Affiant further says that the St. Augustine Record is a newspaper published at St. Augustine, in said St. Johns County, Florida, and that the said newspaper heretofore been continuously published in said St. Johns County, Florida, each day and has been entered as second class mail matter at the post office in the City of St. Augustine, in said St. Johns County, for a period of one year preceding the first publication of the copy of advertisement; and affiant further says that she has neither paid nor promised any person, firm or corporation any discount, rebate, commission or refund for the purpose of securing the advertisement for publication in the said newspaper.

Sworn to and subscribed before me this 3RD day of JULY 2000,

by Linda Y. Murray who is personally known to me or who has produced PERSONALLY KNOWN as identification.

Zoe Ann Moss (Signature of Notary Public)



Zoe Ann Moss August 22, 2001 (Seal) CONCED THRU TROY FAIN INSURANCE, INC.

Zoe Ann Moss

NOTICE OF PROPOSED ENACTMENT OF ORDINANCE NO. 2000-27 BY THE CITY OF ST. AUGUSTINE, FLORIDA.

NOTICE IS HEREBY GIVEN OF A PUBLIC HEARING TO BE HELD BY THE CITY COMMISSION OF THE CITY OF ST. AUGUSTINE CONCERNING THE SECOND READING AND FINAL PASSAGE OF ORDINANCE 2000-27. THE PUBLIC HEARING WILL BE HELD BEGINNING AT 4:00 P.M. IN THE CITY COMMISSION MEETING ROOM, 1ST FLOOR, WEST WING, CITY HALL, 75 KING STREET, ST. AUGUSTINE. PUBLIC COMMENTS ARE INVITED ON THE FOLLOWING MATTER:

ORDINANCE 2000-27. AN ORDINANCE OF THE CITY OF ST. AUGUSTINE, FLORIDA, REZONING PROPERTY LOCATED AT 1075, 1085 AND 1095 ANASTASIA BOULEVARD, CONTAINING APPROXIMATELY 0.4 ACRES IN THE CITY OF ST. AUGUSTINE, AND MORE PARTICULARLY DESCRIBED HEREINAFTER, FROM ITS CURRENT CLASSIFICATION OF RESIDENTIAL SINGLE FAMILY-TWO (RS-2) TO THE CLASSIFICATION OF RESIDENTIAL GENERAL-TWO (RG-2); REPEALING ALL ORDINANCES OR PARTS OF ORDINANCES IN CONFLICT HERewith; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

Said proposed ordinance may be inspected by the public at the office of the City Clerk, City Hall, Lobby

B, second floor, 75 King Street, St. Augustine, FL 32084, during the hours of 8:00 A.M. and 5:00 P.M. except weekends and holidays.

All interested parties may appear at the meeting and be heard with respect to the proposed ordinance. In accordance with Florida Statute 286.0105, if any person decides to appeal any decision made by the City Commission 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 notice. Telephone: Martha V. Porter, City Clerk (904) 825-1007; or 1-800-955-8771 (TDD) or 1-800-8770 (V), via Florida Relay Service.

Martha V. Porter City Clerk L1091, June 30, 2000



Planning and Zoning Board

Planning Division Staff Report
Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
April 7, 2026	7.a.	PZB2026-0010
Request	Address	Parcel ID
Conservation Overlay Zone Development	E Park Avenue	152400-2030

Site & Background Information

Applicant:	Frederic Depuydt c/o Atlantic Property Builders LLC
Owner:	Integrated Property Holdings Inc.
Property Class: (St. Johns County Property Appraiser)	0000 – Vacant Residential
Future Land Use Designation:	Residential Low Density
Zoning Designation:	Residential Single-Family-One: RS-1
Acreage:	0.15
Neighborhood:	Greater Fullerwood
Archaeological Zone:	II A

Request Summary

This is a request for [Conservation Overlay Zone \(COZ\) development](#) for the removal of two (2) significant trees within [COZ 3](#) at E Park Avenue PID: 152400-2030. The approval of this application would allow for the removal of a forty-five (45) inch dbh and a forty-eight (48) inch dbh Live Oak trees to build a new single-family home.

Staff Analysis

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

Comprehensive Plan Element	Goal, Policy, or Objective
Future Land Use	
Historic Preservation	
Conservation and Coastal Management	CCM Objective 2.6 The City shall commit to preservation of community trees and the urban forest to improve air quality, community health, quality of life, aesthetics, and energy conservation.
Recreation and Open Space	
Transportation and Mobility	
Housing	
Infrastructure	

Review of Applicable City of St. Augustine Code of Ordinances

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.

Review of (Sec. 11-29(d)(1))

Removal of significant trees shall be [reviewed by the Planning and Zoning Board](#), all significant trees removed shall be replaced in accordance with the requirements of [Chapter 25](#). The planning and zoning board is authorized to impose limitations on the nature and manner of construction and/or so as to avoid alteration of surface water hydrology which would increase the flood hazard potential and to [minimize the impact on existing trees and native vegetation](#). In determining whether or not a permit required by this section should be issued, the PZB shall [consider and base all decisions on the following](#):

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

The applicant is proposing to remove three trees:

Tree #1: 45 dbh Live Oak - Significant

Tree #2: 48 dbh Live Oak – Significant

Tree#3: 3,3 dbh Camphor – Invasive

The arborist report indicates Tree #2 is in average condition but does not include the health of Tree #1.

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

Tree#1 - 45 dbh Live Oak is along the western property boundary. The house would be within the tree protection zone of the tree. The house is two stories and would require significant pruning of the tree. The arborist report recommends removal.

Tree#2 - 48 dbh Live Oak is in the rear yard and only the stairs of the house are within the tree protection zone.

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

To reduce erosion issues the applicant should use silt fences along the perimeter of all ground disturbing activities.

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

The lot contains four (4) trees, and the applicant is requesting to remove three (3) including two (2) significant Live Oaks and one (1) invasive Camphor tree. The applicant is proposing to retain one Japanese privet (*Ligustrum japonica*) with a dbh of 5 inches, which is considered a small tree or shrub.

- e. Whether the tree has been designated a significant tree.

The applicant is proposing to remove three trees:

Tree #1: 45 dbh Live Oak - Significant

Tree #2: 48 dbh Live Oak – Significant

Tree#3: 3,3 dbh Camphor – Invasive

The arborist report indicates Tree #2 is in average condition but does not include the health of Tree #1.

- f. Impact upon the urban and natural environment, including:
1. Ground and surface water stabilization.
 2. Water quality and aquifer recharge.
 3. Ecological impacts.
 4. Noise pollution.
 5. Air movement.
 6. Air quality.
 7. Wildlife habitat.

The removal of two (2) significant trees of such large size will greatly reduce the tree canopy. The loss of canopy will have ecological impacts, including the increase of noise pollution, and a decrease in wildlife habitat. To reduce impacts to water quality the applicant should use silt fences along the perimeter of all ground disturbing activities.

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

Tree#2 - 48 dbh Live Oak is a candidate for retaining. The lot is zoned RS-1 which has a 20-foot front yard setback. A reduction to the front yard setback would allow the house to be moved forward and away from Tree #2.

Review of Sec. 25-53

(d) Tree mitigation.

- (1) Preservation and removal of trees on a site to be developed may result in the need for tree mitigation. Mitigation requirement is determined by the following calculation:

$$\text{Tree saved credit} - \text{Trees removed deficit} = \text{Excess Tree Credits/Deficits}$$

Trees Removed			Trees Retained			Trees Planted			
Type (dbh)	Size Range	Deficit	Type (dbh)	Size Range	Credit	QTY	Type (dbh)	Size Range	Credit
1. Live Oak (45)	20+ dbh	2	3. Ligustrum	3+ dbh	1	1	Live Oak	3+ dbh	1.5
2. Live Oak (48)	20+ dbh	2				1	River Birch	3+ dbh	1.5
4. Camphor (Invasive)									
		Deficit -4			Retaining Credits 1	Planting Credits 3			
Total Credits/Deficits 0									

Sec. 25-53 (d) Tree mitigation requires the credits for trees retained to be in excess of deficits of trees removed. The tree mitigation table in the application shows 4 deficits for tree removal and 1 credit for trees retained or relocated. The tree survey shows two trees to be planted, a 3-inch River Birch and a 3-inch Live Oak. This would give 4 credits including the retained Ligustrum, allowing the applicant to achieve 0 credits/deficits.

The applicant should plant or retain more trees to create a positive number of tree credits to be consistent with chapter 25.

Staff Recommendation

Review of Section 11-29 is the responsibility of the Planning and Zoning Board for the proposed development within Conservation Overlay Zone 3.

Attachments

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

Staff Report prepared by:

A handwritten signature in blue ink, appearing to read 'Sarah Daugherty', with a long horizontal flourish extending to the right.

Sarah Daugherty
Planning Manager
Planning and Building Department

**Attachment 1:
Site Maps
and Photos**



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

Future Land Use

City of St. Augustine

E Park Ave/PID152400-2030

Legend
 Residential Low Density

Scale: 1:1,000

0 30 60 120 Feet

Page 137 of 396



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

Zoning Map

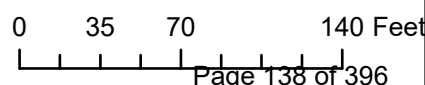
City of St. Augustine

E Park Ave/PID152400-2030

Legend

- Residential Single-Family-One (RS-1)
- Residential Single-Family-Two (RS-2)

Scale: 1:1,000

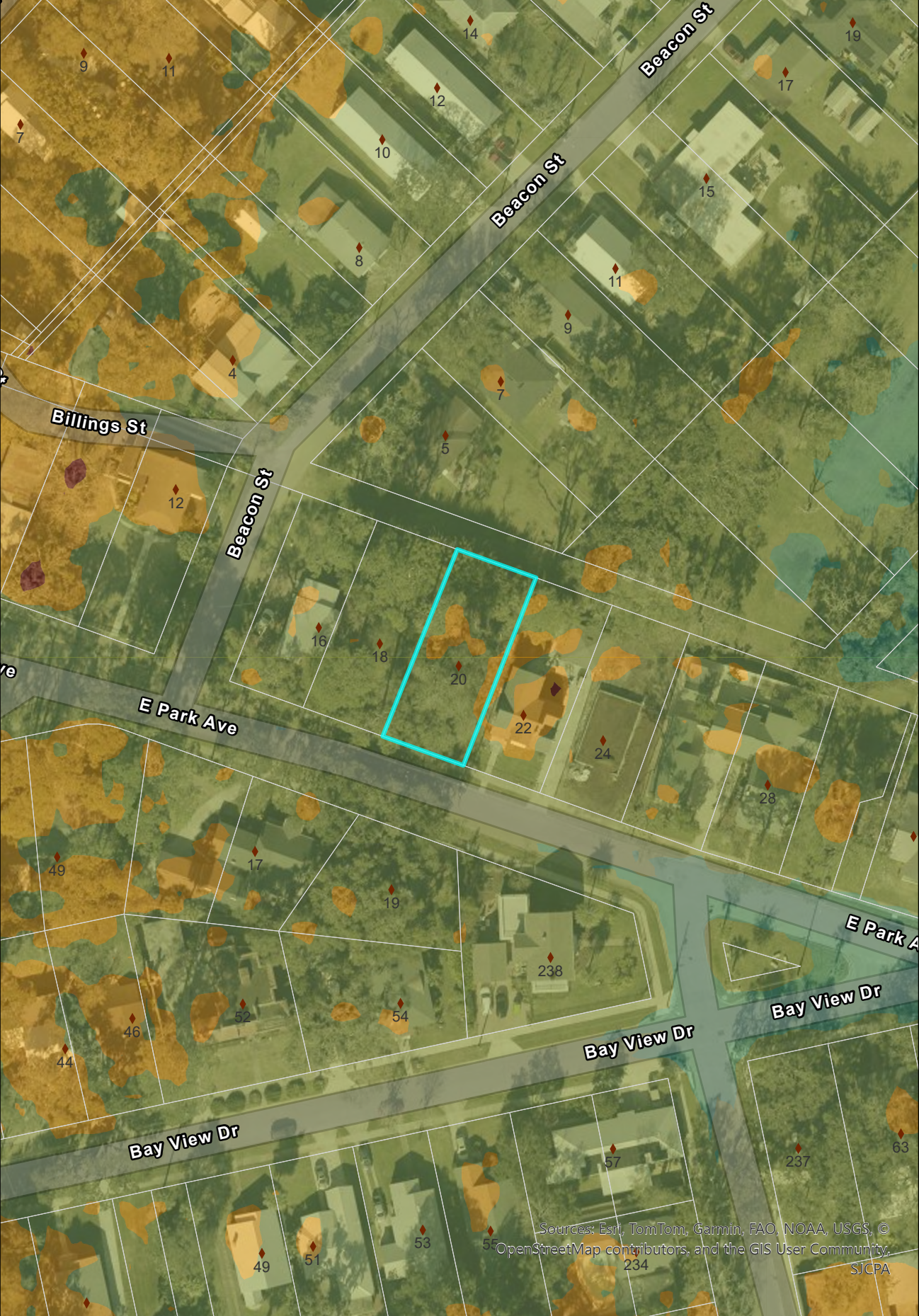


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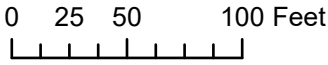
DEM2018

Value

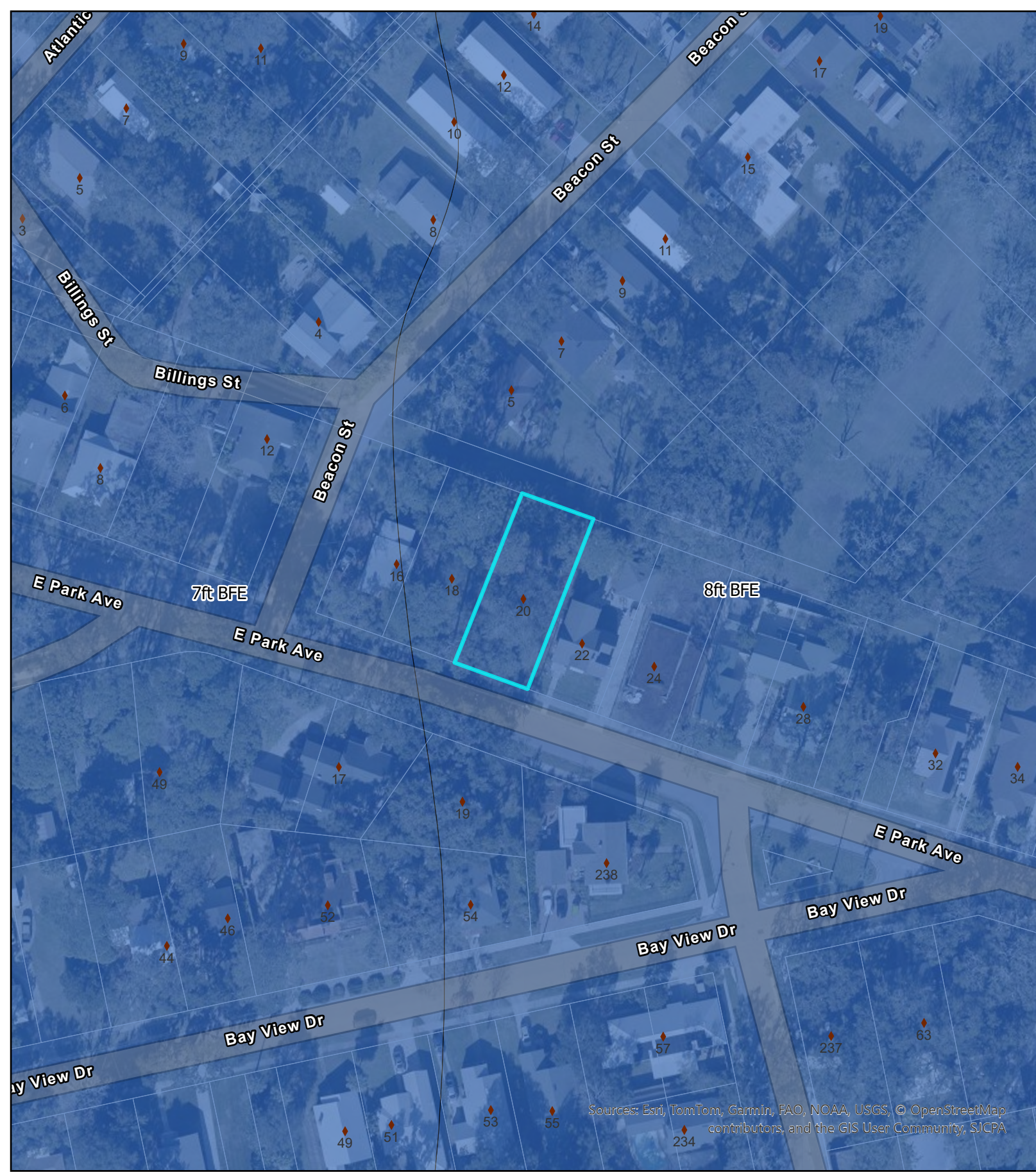
- 23.451 to 0
- 0 to 2
- 2 to 4
- 4 to 6
- 6 to 8
- 8 to 10
- 10 to 15
- 15 to 25
- 25 to 50
- 50 to 155



Digital Elevation Model DEM 2018
City of St. Augustine
E Park Ave/PID152400-2030
Source: 2018 FDEM LiDAR Project



Scale: 1:1,000



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

FEMA Flood Zones

City of St. Augustine

E Park Ave/PID152400-2030

Legend

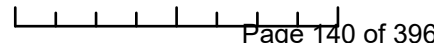
Flood Zone

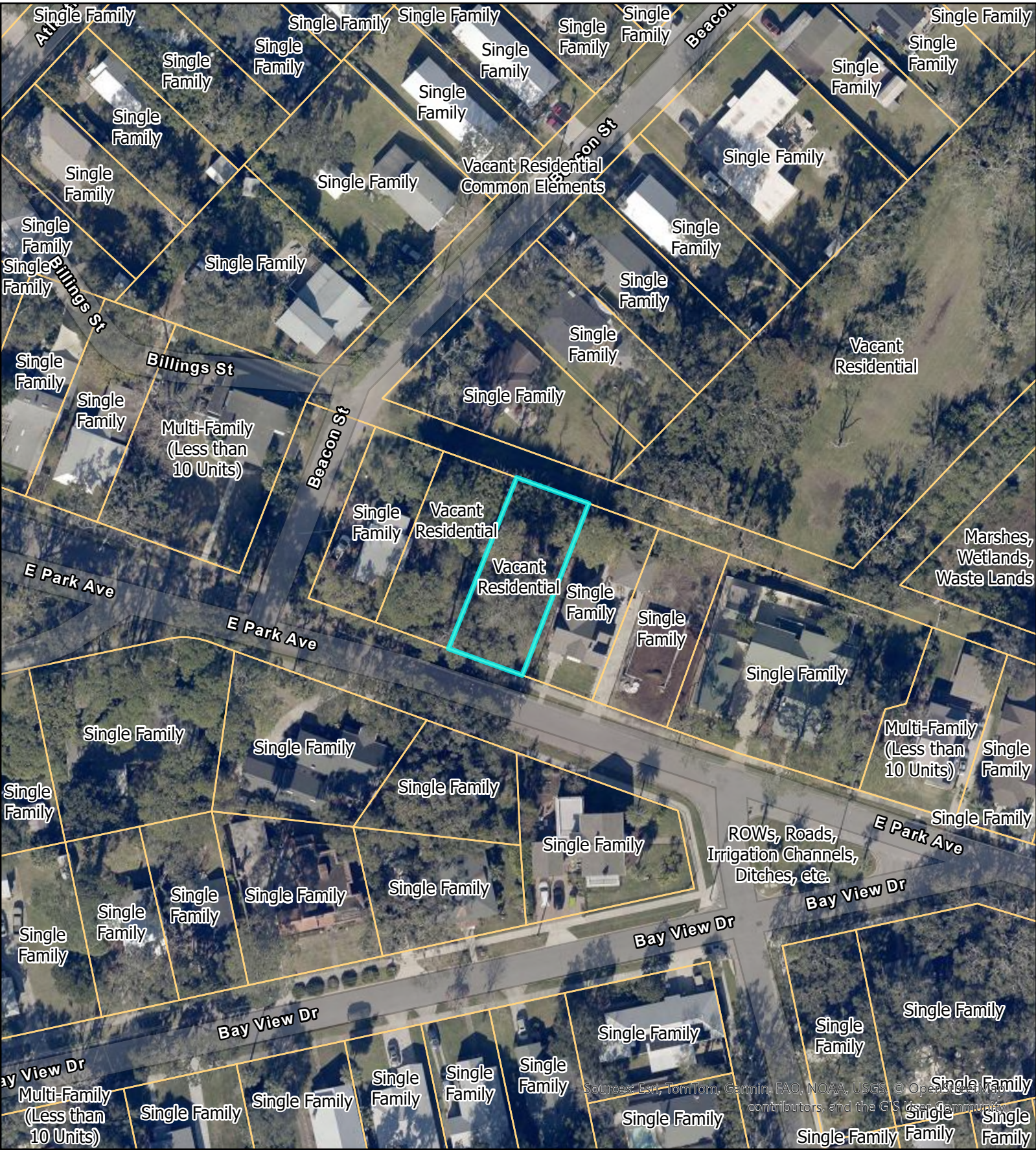
AE

Scale: 1:1,000



0 35 70 140 Feet





St Johns County Property Appraiser
 Use Classification
 City of St. Augustine
 E Park Ave/PID152400-2030

Legend
 [Yellow Outline] ParcelInfo

Scale: 1:1,000

0 30 60 120 Feet

E Park Ave. 152400-2030



12/13/2025

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: Frederic Depuydt Contact Number: 904 238 4416
 Business (if applicable): Atlantic Property Builders LLC
 Address: _____ City: _____ State: _____ Zip: _____
 E-Mail Address: frederic@atlanticpropertybuilders.com

2. NAME OF PROPERTY OWNER: Integrated Property Holdings Inc Contact Number: 773 526 2072
 Business (if applicable): _____
 Address: 12724 Gran Bay Pkwy W, STE 410 City: Jacksonville State: FL Zip: 32258
 E-Mail Address: rubyriverlodge@gmail.com

3. LEGAL DESCRIPTION OF PROJECT PROPERTY:
 Lot: LOT 202 Block: BLK 5 OR5824/155 & 6232/13
 Subdivision: Fuller Wood Park Parcel Number: 1524002020

4. PROJECT STREET ADDRESS: 20 E Park Ave, Saint Augustine, FL, 32084

5. SPECIFIC PROPOSED USE: Residential

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

7. DESCRIPTION OF ACTION REQUESTED: Removal of one live oak tree on lot to allow for constuction of proposed new single family home

8. JUSTIFICATION FOR ACTION REQUESTED: Based on the location of the tree on the lot, there is no reasonable ability to adjust the location of the home to retain the tree and allow for reas

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

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

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

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

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

10. PREVIOUS APPPLICATIONS:

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

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

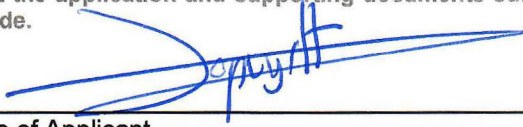
11. AGREEMENT:

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

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

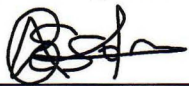
Florida Statute 286.0105 states that a person appealing any decision by this board at any meeting regarding this application may need a verbatim record of the proceedings which includes testimony and evidence upon which the appeal is to be based.

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



Signature of Applicant

01/16/2026
Date



Signature of Property Owner

1/16/2026
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.

F. Depuydt

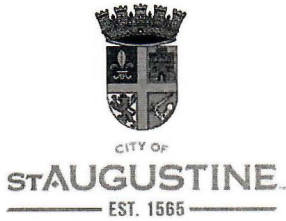
Print name of applicant

[Handwritten Signature]

Signature of applicant

01/16/2026

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.

20 E Park Avenue, Saint Augustint FL, 32084

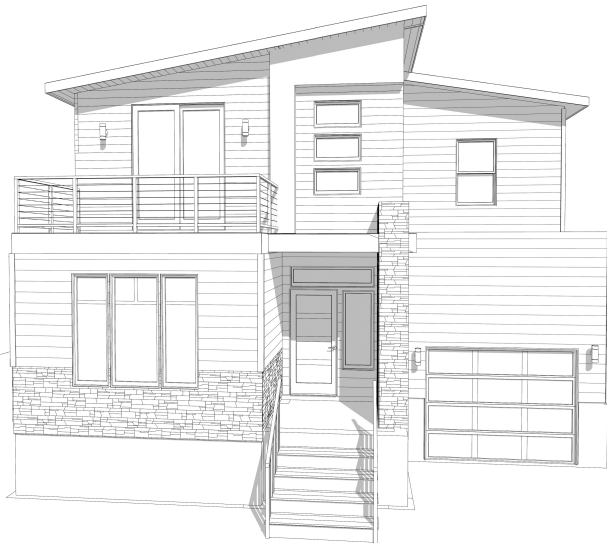
Project Address: _____

Frederic Depuydt

Applicant’s Name: _____ Applicant’s Signature: _____

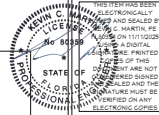
Integrated Property Holdings Inc

Owner’s Name: _____ Owner’s Signature: _____



CONSTRUCTION PLANS

FOR
NEW SINGLE FAMILY
LOCATED AT
**LOT 203 - E. PARK AVENUE
ST. AUGUSTINE, FL 32084**



Revision	Date	Description



GENERAL NOTES
NEW SINGLE FAMILY
LOT 203 - E. PARK AVENUE
ST. AUGUSTINE, FL 32084

GENERAL NOTES:

- IT IS THE INTENT THAT THIS WORK BE IN CONFORMANCE WITH THE 2023 FLORIDA BUILDING CODE, 8TH ED. RESIDENTIAL AND ALL AUTHORITIES HAVING JURISDICTION OVER THIS TYPE OF CONSTRUCTION AND OCCUPANCY. CONTRACTOR SHALL DO THEIR WORK IN CONFORMANCE WITH ALL APPLICABLE CODES AND REGULATIONS.
- THE CONTRACTOR SHALL VERIFY ALL CONDITIONS AND DIMENSIONS AT THE JOBSITE PRIOR TO COMMENCING WORK. CONTRACTOR SHALL REPORT ALL DISCREPANCIES TO THE ARCHITECT AND EXISTING CONDITION TO THE ENGINEER PRIOR TO COMMENCING WORK.
- THESE DOCUMENTS, AS INSTRUMENTS OF SERVICE, ARE THE PROPERTY OF THE ENGINEER AND MAY NOT BE USED OR REPRODUCED WITHOUT EXPRESSED WRITTEN CONSENT OF THE ENGINEER.
- ALL DETAILS AND SECTIONS SHOWN ON THESE DRAWINGS ARE INTENDED TO BE TYPICAL AND SHALL BE CONSTRUED TO APPLY TO ANY SIMILAR SITUATION ELSEWHERE IN THE WORK, EXCEPT WHERE A DIFFERENT DETAIL IS SHOWN.
- CONTRACTOR WILL INCORPORATE ALL NECESSARY LOCAL/STATE/FEDERAL BUILDING, FIRE, AND HANDICAP CODES INTO THE DESIGN AND BASE PROPOSAL FOR A COMPLETE TURN-KEY PROJECT.
- PROJECT SHALL BE TURNED OVER TO OWNER IN A CLEAN CONDITION WITH ALL TRASH AND DEBRIS REMOVED FROM SITE. ALL WINDOWS AND GLASS CLEAN, ALL FLOORS CLEAN, ALL HORIZONTAL SURFACES DUSTED AND CLEANED, AND ALL PLUMBING AND TOILET FIXTURES CLEAN AND IN GOOD WORKING ORDER. CONTRACTOR SHALL HAUL ALL RUBBISH FROM SITE ON A REGULAR BASIS. DO NOT ALLOW TO ACCUMULATE.
- CONTRACTOR TO OBTAIN ALL PERMITS, PAY ALL FEES AND TAXES. CONTRACTOR SHALL GUARANTEE ALL MATERIALS & WORKMANSHIP FREE FROM DEFECTS. FOR A PERIOD OF NOT LESS THAN ONE (1) YEAR FROM THE DATE OF ACCEPTANCE. CORRECTION OF ANY DEFECTS SHALL BE COMPLETED WITHOUT ADDITIONAL CHARGE AND SHALL INCLUDE REPLACEMENT OR REPAIR OF ANY OTHER PHASE OF THE INSTALLATION WHICH MAY HAVE BEEN DAMAGED THEREBY.
- DIMENSIONS INDICATED ON THE DRAWINGS IN REFERENCE TO EXISTING CONDITIONS ARE THE BEST AVAILABLE DATE OBTAINABLE, BUT ARE NOT GUARANTEED. BEFORE PROCEEDING WITH ANY WORK DEPENDENT ON THE DATA INVOLVED, THE CONTRACTOR SHALL FIELD CHECK AND VERIFY ALL DIMENSIONS, GRADES, LINES, LEVELS, OR OTHER CONDITIONS OF LIMITATIONS AT THE SITE TO AVOID CONSTRUCTION ERRORS. IF ANY WORK IS PERFORMED BY THE CONTRACTOR OR ANY OF HIS SUBCONTRACTORS PRIOR TO ADEQUATE VERIFICATION OF APPLICABLE DATA, AT RESULTANT EXTRA COST FOR ADJUSTMENT OR WORK AS REQUIRED TO CONFORM TO EXISTING LIMITATIONS, SHALL BE ASSUMED BY THE CONTRACTOR WITHOUT REIMBURSEMENT OR COMPENSATION BY THE OWNER.
- A DESIGNATED LOCATION FOR STORAGE OF CONSTRUCTION MATERIAL AND EQUIPMENT SHALL BE DETERMINED BY THE OWNER AND IDENTIFIED AT THE PRE-CONSTRUCTION MEETING.
- CONTRACTOR PERSONNEL ARE CONFINED TO AREAS OF BUILDING NECESSARY FOR COMPLETION OF WORK. FREE ACCESS TO ALL PARTS OF THE BUILDING IS NOT ALLOWED.
- CONTRACTOR IS RESPONSIBLE FOR SCHEDULING DELIVERY, RECEIVING, UNLOADING, UNGRATING, SORTING, SETTING IN PLACE, AND PROTECTING FROM DAMAGE ALL NEW EQUIPMENT FURNISHED BY THE CONTRACTOR. THIS SHALL ALSO APPLY TO ITEMS FURNISHED BY THE OWNER TO THE CONTRACTOR.
- TERMITE PROTECTION SHALL BE PROVIDED BY REGISTERED TERMITICIDES, INCLUDING SOIL APPLIED PESTICIDES, BAITING SYSTEMS, AND PESTICIDES APPLIED TO WOOD, OR OTHER APPROVED METHODS OF TERMITE PROTECTION LABELED FOR USE AS A PREVENTATIVE TREATMENT TO NEW CONSTRUCTION. UPON COMPLETION OF THE APPLICATION OF THE TERMITE PROTECTIVE TREATMENT, A CERTIFICATE OF COMPLIANCE SHALL BE ISSUED TO THE BUILDING DEPARTMENT BY THE LICENSED PEST CONTROL COMPANY THAT CONTAINS THE FOLLOWING STATEMENT: THE BUILDING HAS RECEIVED A COMPLETE TREATMENT FOR THE PREVENTION OF SUBTERRANEAN TERMITES. TREATMENT IS IN ACCORDANCE WITH THE RULES AND LAWS ESTABLISHED BY FLORIDA DEPARTMENT OF AGRICULTURE AND CONSUMER SERVICES.
- TERMITE PROTECTION TO BE DONE AFTER ALL EXCAVATION, BACKFILLING AND COMPACTION IS COMPLETE. ANY DISTURBED SOIL TREATMENT MUST BE RETREATED.
- TREATMENT SHALL BE PROTECTED FROM RAINFALL BY 6 MIL VAPOR BARRIER. IF RAINFALL OCCURS BEFORE BARRIER PLACEMENT, SOIL MUST BE RETREATED.
- PROTECTIVE SLEEVES AROUND METALLIC PIPING PENETRATING CONCRETE SLAB-ON-GRADE FLOORS SHALL BE NON-CELLULOSE CONTAINING MATERIALS AND RECEIVE AN APPLICATION OF TERMITICIDE IN ANNULAR SPACE BETWEEN SLEEVE AND PIPE.

ELECTRICAL NOTES:

- ALL ELECTRICAL WIRING TO BE IN ACCORDANCE WITH 2023 FLORIDA BUILDING CODE, 8TH EDITION, RESIDENTIAL AND NFPA 70 2020 NATIONAL ELECTRIC CODE (NEC).
- ALL SMOKE DETECTORS AND CARBON MONOXIDE DETECTORS SHALL BE IN ACCORDANCE WITH THE SECTION R314 OF 2023 FLORIDA BUILDING CODE, 8TH EDITION.
- ELECTRICAL CONTRACTOR SHALL PROVIDE GROUND-FAULT CIRCUIT INTERRUPTER PROTECTION IN KITCHENS, BATHROOMS, LAUNDRY, GARAGES, AND OUTDOORS PER NEC 210.8 (A).
- ELECTRICAL CONTRACTOR SHALL PROVIDE ARC-FAULT CIRCUIT INTERRUPTER PROTECTION IN LIVING, DINING, HALLWAYS, AND BEDROOMS PER NEC 210.12 (A).
- ALL OUTDOOR RECEPTACLES SHALL BE PROTECTED FROM MOISTURE PER NEC 406.9.
- ALL PERMANENTLY INSTALLED LIGHTING FIXTURES SHALL COMPLY WITH THE MINIMUM REQUIREMENTS PER FBC-ENERGY CONSERVATION R404.
- ELEVATORS SHALL BE IN ACCORDANCE WITH FBC 2023, 8TH ED, SECTION R321.1.

MECHANICAL NOTES:

- ALL DUCT SIZING SHALL BE IN ACCORDANCE WITH ACCA MANUAL "D". PROVIDE DUCT TESTING IN ACCORDANCE WITH ASHRAE STANDARD 152.
- DUCT LAYOUT AND ALL OTHER MECHANICAL COMPONENTS ARE SHOWN ON THE APPROVED DUCT LAYOUT PLAN INCLUDED IN THE ENERGY CALCULATION PACKAGE PERFORMED BY OTHERS.
- ALL DUCTS & AIR HANDLERS NOT LOCATED IN CONDITIONED SPACE SHALL BE TESTED TO BE "SUBSTANTIALLY" LEAK FREE.
- DUCTS IN GARAGE AND DUCTS PENETRATING THE WALLS OR CEILINGS SEPARATING THE DWELLING FROM THE GARAGE SHALL BE INSTALLED ACCORDING TO FBC R302.5.2.
- ALL INSULATION SPECIFICATIONS ARE INCLUDED IN THE ENERGY CALCULATION PACKAGE PERFORMED BY OTHERS. IF ANY INSTALLED INSULATION MATERIALS DO NOT MATCH THE ENERGY FORMS, NEW CALCULATIONS SHALL BE PERFORMED OR THE ORIGINAL APPROVED INSULATIONS SHALL BE INSTALLED.
- ELEVATORS SHALL BE IN ACCORDANCE WITH THE FBC 2023, 8TH ED, SECTION R321.1.

PLUMBING NOTES:

- ALL WORK SHALL BE PERFORMED BY A LICENSED PLUMBING CONTRACTOR IN A FIRST-CLASS WORKMANLIKE MANNER. THE COMPLETE SYSTEM SHALL BE FULLY OPERATIVE.
- ALL EXCAVATION & BACK FILL AS REQUIRED FOR THIS PHASE OF CONSTRUCTION SHALL BE A PART OF THIS CONTRACT.
- ALL WORK SHALL BE COORDINATED WITH OTHER TRADES TO AVOID INTERFERENCE WITH THE PROCESS OF CONSTRUCTION.
- VERIFY LOCATION, SIZE, TRAPS, INVERTS OF ALL EXISTING UTILITIES PRIOR TO BEGINNING CONSTRUCTION. ADVISE ENGINEER OF ANY DISCREPANCIES. ANY COST RESULTING FROM DISCREPANCIES NOT REPORTED AT THIS TIME SHALL BE PAID BY THE CONTRACTOR.
- WATER PIPING TO BE UPON OR PER TYPE "M" OR TYPE "L" COPPER ABOVE OR BELOW GRADE.
- SOIL WASTE & VENT PIPING TO BE PVC #40 DWV.
- ALL FIXTURES MUST BE PROVIDED WITH READILY ACCESSIBLE STOPS.
- WHERE DISSIMILAR METALS ARE TO BE JOINED, APPROVED INSULATING UNIONS SHALL BE USED.
- INSULATE HOT WATER LINES WITH 1" THICK SNAP ON INSULATION FIRST 8 FEET FROM WATER HEATER.
- CONDENSATE LINES TO BE COPPER/PVC DEPENDING ON PROJECT REQUIREMENTS.
- INSULATE WITH 1/2" THICK ARMAFLEX INSULATION.

BUILDING STRUCTURE INFORMATION:

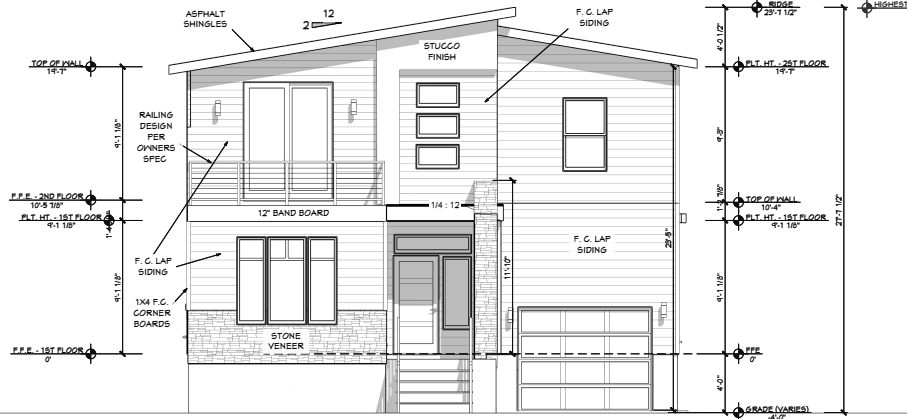
CONDITIONED SPACE:	
1ST FLOOR	747 S.F.
2ND FLOOR	780 S.F.
TOTAL CONDITIONED:	1,527 S.F.
UNCONDITIONED SPACE:	
GARAGE	264 S.F.
FRONT PORCH	48 S.F.
REAR PATIO	122 S.F.
BALCONY(2ND FLOOR)	42 S.F.
TOTAL UNCONDITIONED:	526 S.F.
TOTAL SPACE:	2,053 S.F.
CONDITIONED VOLUME	13,743 CU.FT.
TYPE OF CONSTRUCTION	5B
OCCUPANCY	R-3
FIRE SPRINKLERS	NO
MAX HEIGHT OF STRUCTURE	<35'

Label	Layout Page Table
A-0	GENERAL NOTES
SITE	SITE PLAN
A-1	ELEVATIONS
A-2	FLOOR PLANS
A-3	SECTIONS & DETAILS
A-4	ROOF PLAN
A-5	ELECTRICAL LAYOUT
A-6	PLUMBING LAYOUT
A-7	FLASHING DETAILS
S-1	STRUCTURAL NOTES
S-2	FOUNDATION PLAN
S-3	FRAMING PLAN
S-4	ROOF FRAMING
S-5	FRAMING DETAILS
S-6	FRAMING DETAILS

MARTIN ENGINEERING, LLC
450 STATE ROAD 13 N. #106-937
JACKSONVILLE, FL 32284
904-671-7156
FL CA #32027

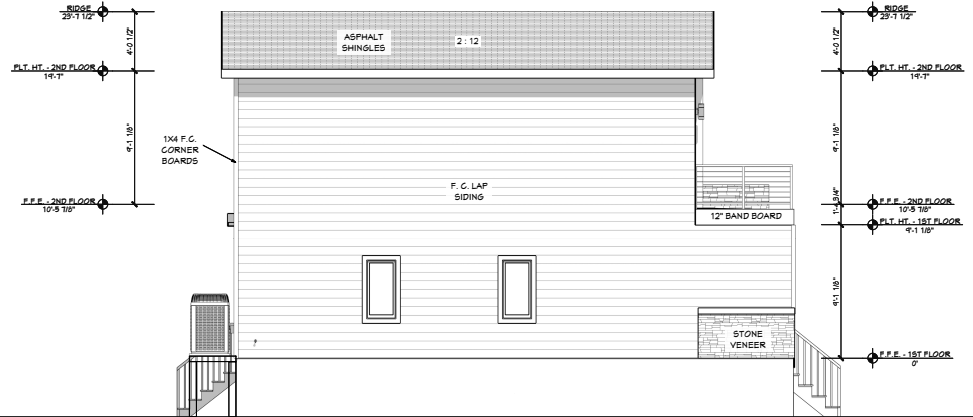
PROJECT #: 25-1228
DESIGNED: KCM
DRAWN: KCM
SCALE: AS NOTED
DATE: 11/11/2025

A-0



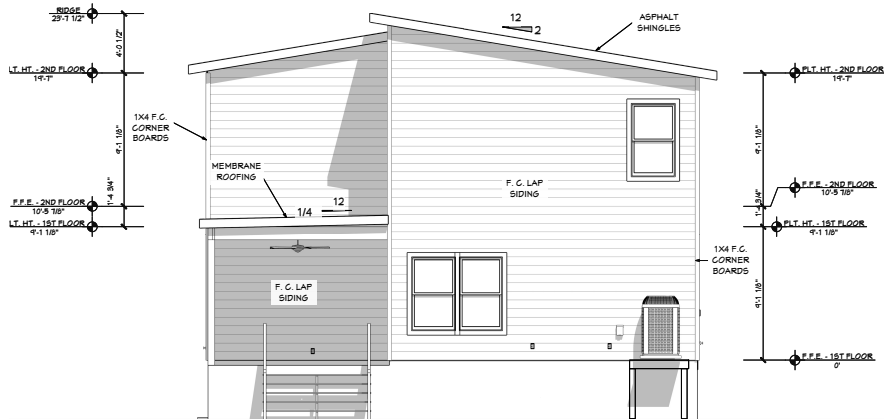
FRONT ELEVATION

SCALE: 1/4" = 1'-0"



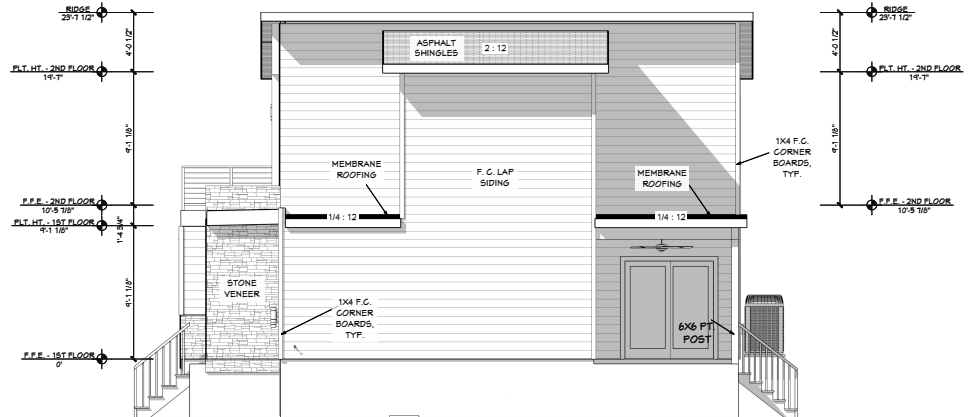
LEFT ELEVATION

SCALE: 1/4" = 1'-0"



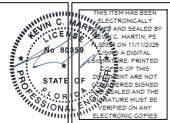
REAR ELEVATION

SCALE: 1/4" = 1'-0"



RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



REVISION	DATE	DESCRIPTION



ELEVATIONS
 NEW SINGLE FAMILY
 LOT 7
 ST. AUGUSTINE, FL 32094

MARTIN ENGINEERING, LLC
 450 STATE ROAD 13 N. #106-307
 JACKSONVILLE, FL 32254
 904-671-1756
 FL CA #32027

PROJECT #: 25-1228
 DESIGNED: KCM
 DRAWN: KCM
 SCALE: AS NOTED
 DATE: 11/11/2025

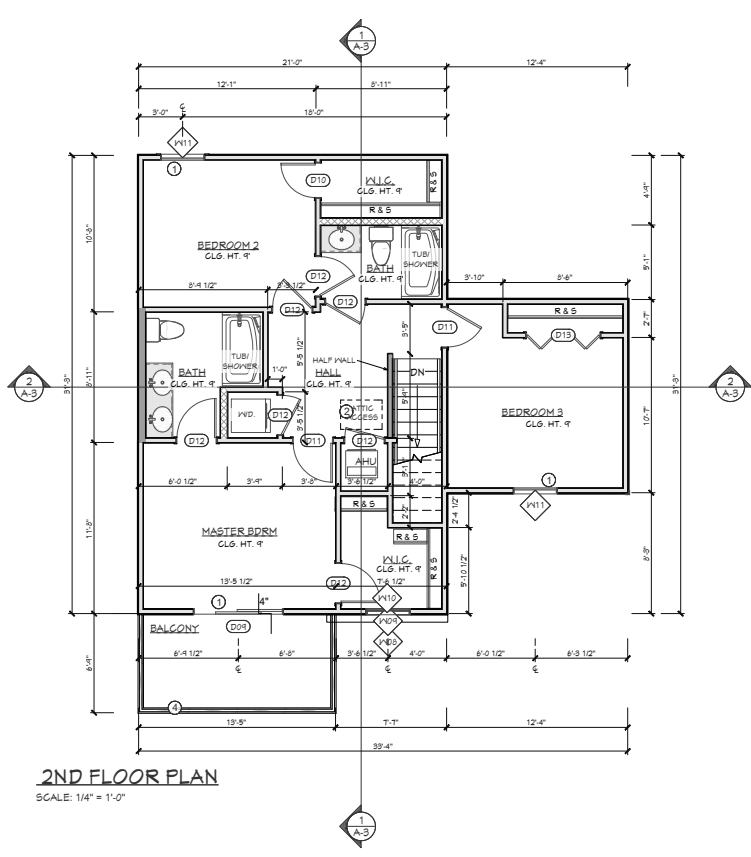
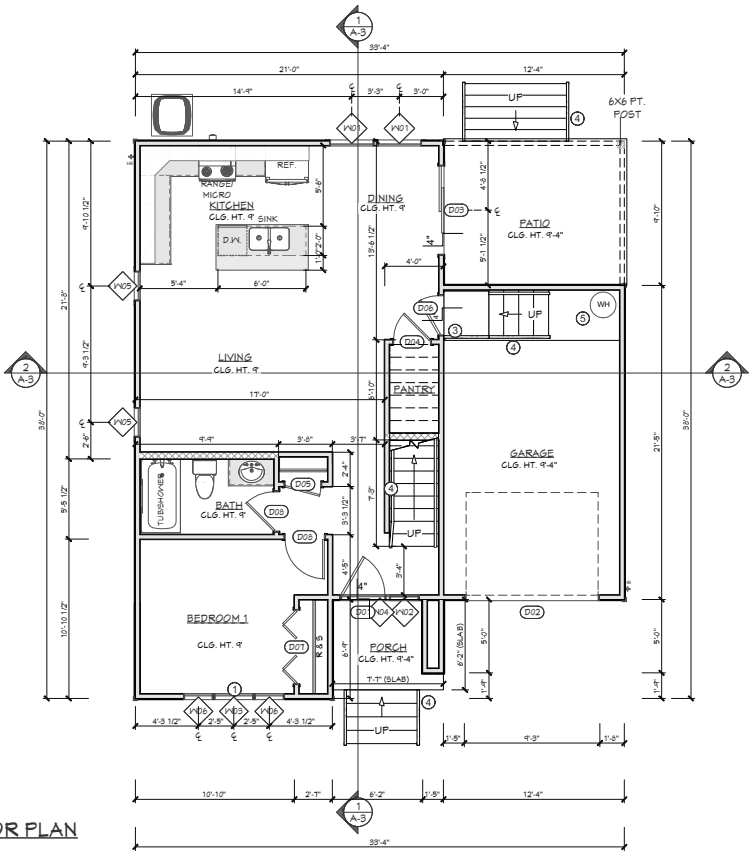
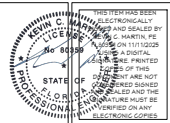
A-1

NOTE SCHEDULE	
1	R310.2.1-EMERGENCY ESCAPE AND RESCUE OPENINGS (EGRESS)
2	R201.1-ATTIC ACCESS TO BE A MIN. 22"X30" IN SIZE IN A HALLWAY OR OTHER READILY ACCESSIBLE LOCATION
3	R202.5-OPENING PROTECTION, DYEWELLING GARAGE SEPARATION, SOLID WOOD DOOR 1.315" THICK, SOLID OR HONEYCOMB STEEL DOOR 1.315" THICK, OR 20-MIN DOOR WITH SELF CLOSING DEVICE
4	R312.1-GUARD RAILINGS SHALL NOT BE LESS THAN 36" HIGH AND SHALL NOT HAVE OPENINGS THAT ALLOW PASSAGE OF A 4" DIA SPHERE
5	M1507.3.1-ALL APPLIANCES SHALL BE PROTECTED FROM VEHICLE IMPACT WITH APPROVED BARRIERS (WHEEL STOP, BOLLARD, CURB MIN. 2' BEYOND APPLIANCE, ETC.)

DOOR SCHEDULE							
NUMBER	LABEL	FLOOR	QTY	SIZE	WIDTH	HEIGHT	COMMENTS
D01	3056	1	1	3056 L EX	36"	80"	
D02	4070	1	1	4070	108"	84"	
D03	6065	1	1	6065 R EX	12"	80"	
D04	2665	1	1	2665 R IN	30"	80"	
D05	2565	1	1	2565 R IN	24"	80"	
D06	2665	1	1	2665 L EX	32"	80"	
D07	5065	1	1	5065 L/R	60"	80"	
D08	2565	1	2	2565 L IN	32"	80"	
D09	6050	2	1	6050 R EX	12"	46"	
D10	2465	2	1	2465 R IN	25"	80"	
D11	2265	2	2	2265 L IN	32"	80"	
D12	2265	2	1	2265 R IN	32"	80"	
D13	5065	2	1	5065 L/R	60"	80"	

WINDOW SCHEDULE											
NUMBER	LABEL	FLOOR	QTY	SIZE	WIDTH	HEIGHT	BOTTOM	TOP	DESCRIPTION	COMMENTS	AREA, ACTUAL (SQ FT)
W01	3050SH	1	2	3050SH	36"	60"	24"	84"	SINGLE HUNG		15
W02	2050FX	1	1	2050FX	24"	60"	20"	80"	FIXED GLASS		10
W03	2050SC	1	1	2050SC	32"	72"	24"	96"	SINGLE CASEMENT-HL		16
W04	5414FX	1	1	5414FX	64"	16"	82"	98"	FIXED GLASS		1.11
W05	2040FX	1	2	2040FX	24"	48"	32"	80"	FIXED GLASS		3
W06	2060FX	1	2	2060FX	24"	72"	24"	96"	FIXED GLASS		12
W08	3018FX	2	1	3018FX	36"	20"	26"	46"	FIXED GLASS		5
W09	3018FX	2	1	3018FX	36"	20"	51"	71"	FIXED GLASS		5
W10	3018FX	2	1	3018FX	36"	20"	16"	46"	FIXED GLASS		5
W11	3050SH	2	2	3050SH	36"	60"	24"	84"	SINGLE HUNG		15
TOTALS:											148.11

NO	SYMBOL	WALL TYPE
1	[Pattern]	2X4-INTERIOR 2
2	[Pattern]	2X4-SIDING
3	[Pattern]	2X4-INTERIOR
4	[Pattern]	2X4-INTERIOR
5	[Pattern]	2X4-SIDING



ENCLOSED AREAS BELOW DESIGN FLOOD ELEVATION SHALL BE VENTED AND IN ACCORDANCE WITH SECTION R322.2.2 OF THE 2023 FBC. ELECTRICAL SYSTEMS, EQUIPMENT AND COMPONENTS, HEATING, VENTILATING, AIR CONDITIONING, PLUMBING APPLIANCES AND PLUMBING FIXTURES, DUCT SYSTEMS, AND OTHER SERVICE EQUIPMENT SHALL BE LOCATED AT OR ABOVE THE BASE FLOOD ELEVATION (EL 8') PLUS 1FT = EL 9'

NO.	REVISION	DATE	DESCRIPTION

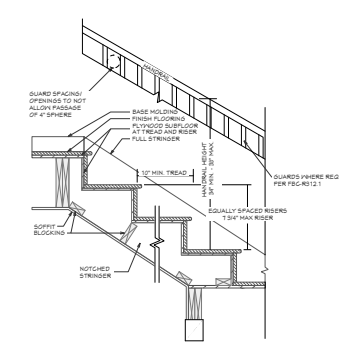


FLOOR PLANS
NEVA SINGLE FAMILY
LOT 205 - E PARK AVENUE
571-AUGUSTINE, FL 32004

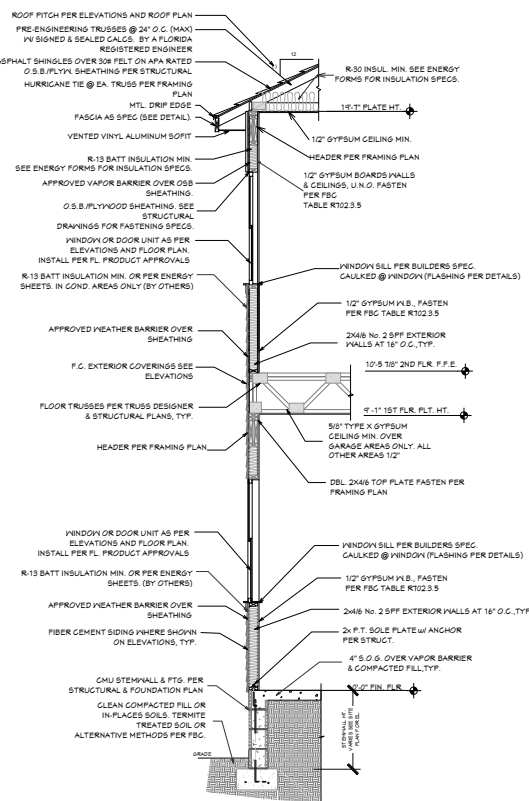
MARTIN ENGINEERING, LLC
450 STATE ROAD 13 N. #106-307
JACKSONVILLE, FL 32284
904-671-7156
FL CA #32027

PROJECT #: 25-1228
DESIGNED: KGM
DRAWN: KGM
SCALE: AS NOTED
DATE: 11/11/2025

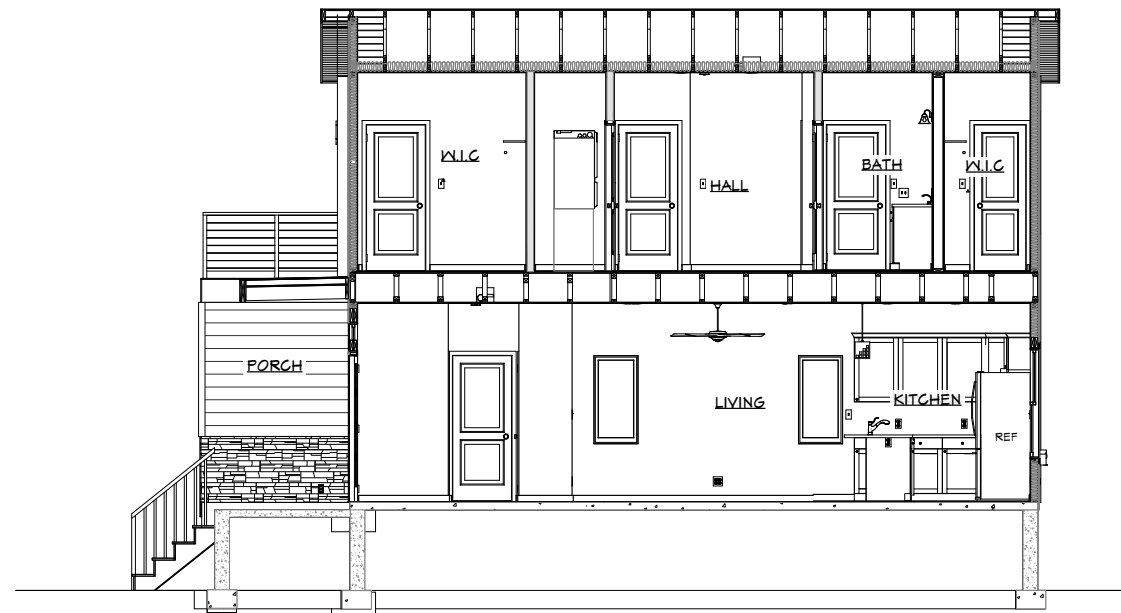
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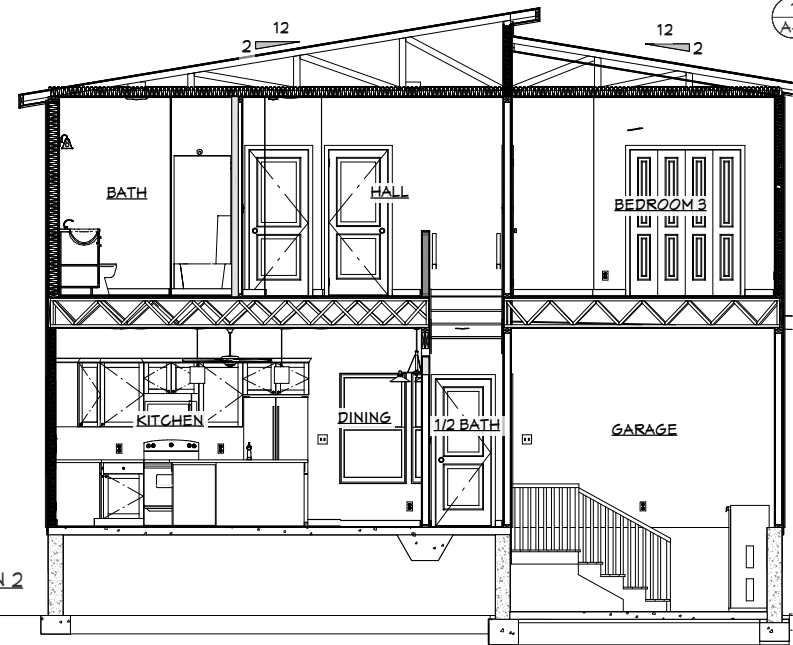
4 INTERIOR STAIR DETAIL
 ALL STAIR REQ. TO BE IN ACCORDANCE WITH FBC-R311.7



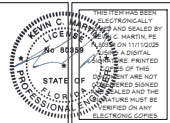
3 TYP. EXT. WALL SECTION
 SCALE: 1/2" = 1'-0"



1 CROSS SECTION 1
 SCALE: 1/4" = 1'-0"



2 CROSS SECTION 2
 SCALE: 3/8" = 1'-0"



Revision	Date	Description



SECTIONS & DETAILS
 NIKS SINGLE FAMILY
 LOT 205 - E. PARK AVENUE
 511 AUGUSTINE, FL 32004

MARTIN ENGINEERING, LLC
 450 STATE ROAD 13 N. #106-937
 JACKSONVILLE, FL 32284
 904-671-7156
 FL CA #32027

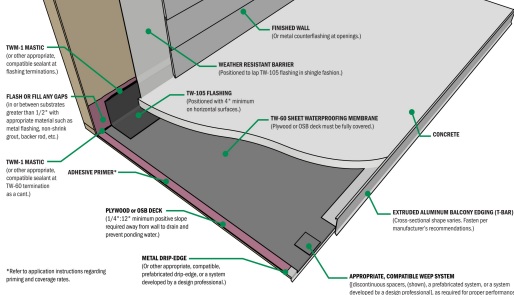
PROJECT #: 25-1228
 DESIGNED: KCM
 DRAWN: KCM
 SCALE: AS NOTED
 DATE: 11/11/2025

A-3

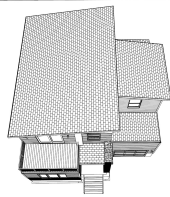
TW-14 Typical Balcony/Breezeway TW-105 Flashing Detail



PO Box 1300
 4001 W. 40th Street
 Jacksonville, FL 32216
 904.644.4400
 tamko@tamko.com



*Refer to application instructions regarding
 priming and coverage rates.



ROOF ISOMETRIC
 N.T.S.

VENTILATION CALCULATIONS

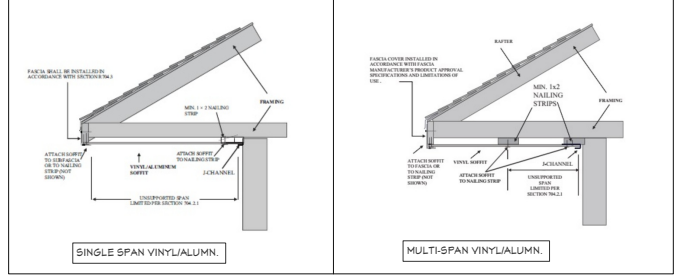
VENTILATION REQUIRED:
 ATTIC SPACE = 940 SQ FT
 940/300 = 3.13 SQ FT
 3.13 x 144 = 451.2 SQ IN
 451.2 x 0.5(50%) = 225.6 SQ IN NET FREE ROOF VENT REQ'D
 451.2 x 0.5(50%) = 225.6 SQ IN NET FREE SOFFIT VENT REQ'D

UPPER OFF RIDGE ROOF VENT SPECS:
 4'-0" VENT PROVIDES 144 SQ IN NET FREE SPACE
 6'-0" VENT PROVIDES 216 SQ IN NET FREE SPACE
 8'-0" VENT PROVIDES 288 SQ IN NET FREE SPACE
 RIDGE VENT = 18 SQ IN/FT OF NET FREE AREA

UPPER ROOF VENT REQUIREMENTS:
 225.6 SQ IN / 18 = 12.5 LIN. FT OR MORE OF RIDGE VENT
 REQ.

SOFFIT VENTS REQUIREMENTS:
 LIN. FT OF SOFFIT AVAILABLE = 164'
 AIR FLOW PER LIN. FT. = 5.24 SQ IN
 TOTAL = 866 SQ IN NET FREE SOFFIT AREA PROVIDED > 225.6 SQ IN REQUIRED

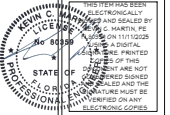
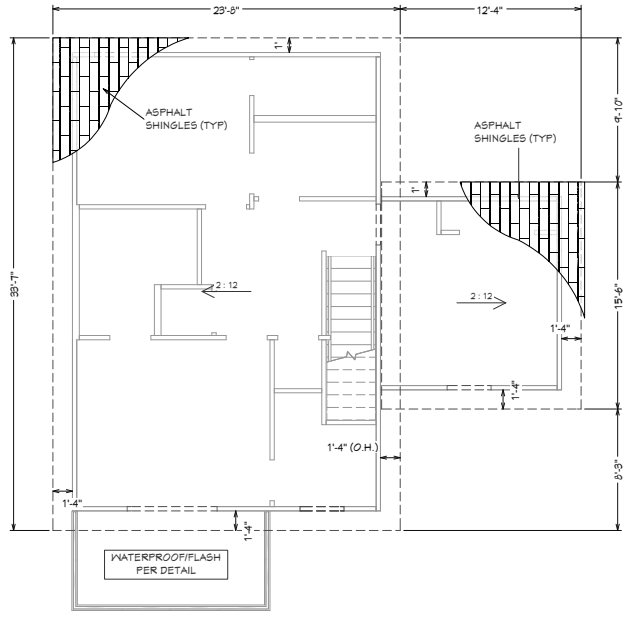
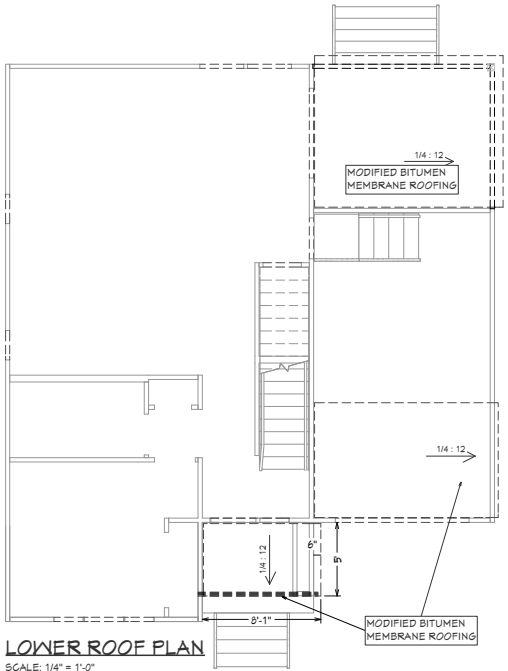
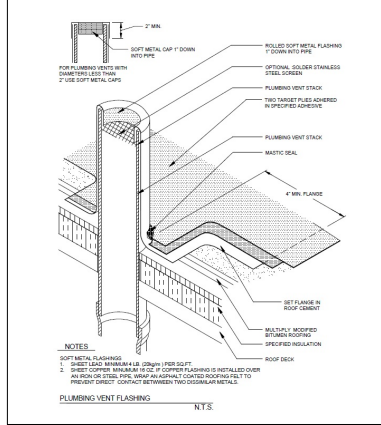
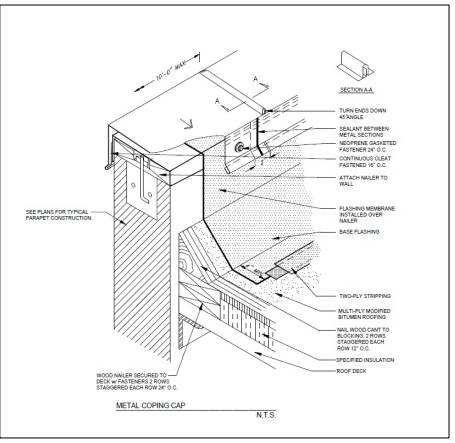
VENTILATION REQUIREMENTS SHALL BE IN ACCORDANCE W/ SECTION R006.1 OF THE 2023 RESIDENTIAL FLORIDA BUILDING CODE.



SOFFIT DETAILS
 SCALE: N.T.S.

SOFFIT DETAILS FOR INSTALLATION & ILLUSTRATION ONLY. TRUSS DESIGNERS TO REFER TO ACTUAL SOFFIT DESIGN PER TYP. WALL SECTION. ALL SOFFITS SHALL BE INSTALLED PER MANUF. SPECS., FL. PRODUCT APPROVALS, AND FBC R104

ALL ROOF AREAS WITH PITCHES OF 2/12 TO 4/12 SHALL REQUIRE A DOUBLE LAYER OF UNDERLAYMENT IN ACCORDANCE W/ SECTION R905.1.1, ITEM 3 OF THE 2023 RESIDENTIAL FLORIDA BUILDING CODE.



Revision	Date	Description



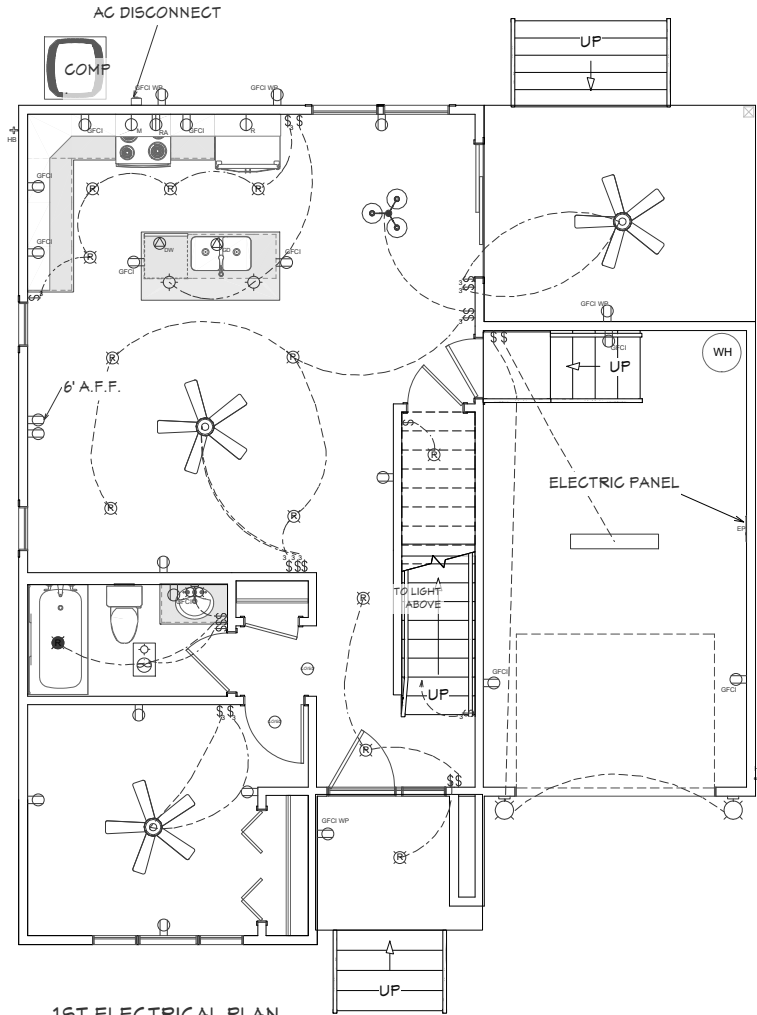
ROOF PLAN
 NEW SINGLE FAMILY
 107 AUGUSTINE, FL 32024

MARTIN ENGINEERING, LLC
 450 STATE ROAD 13 N. #106-307
 JACKSONVILLE, FL 32254
 904-671-1756
 FL C.A.#52027

PROJECT #: 25-1228
 DESIGNED: KGM
 DRAWN: KGM
 SCALE: AS NOTED
 DATE: 11/11/2025

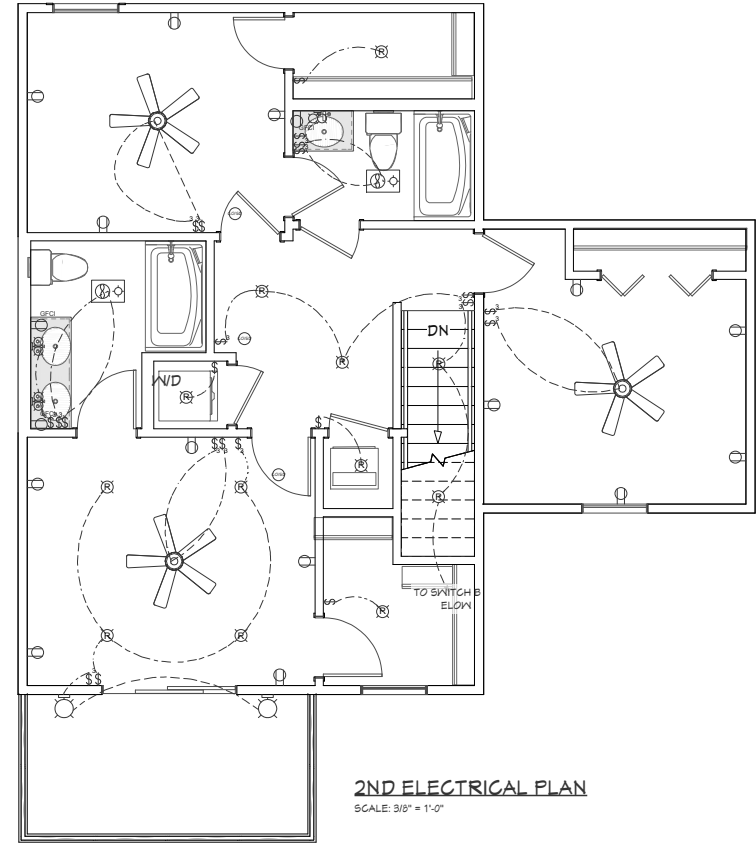
A-4

SYMBOL	QTY	ELECTRICAL SCHEDULE DESCRIPTION	COMMENTS
	1	DOWN LIGHTS	
	1	DISHWASHER	
	23	DUPLEX	
	1	ELECTRIC RANGE	
	3	EXHAUST (LIGHT)	
	1	ELECTRICAL PANEL	
	5	CO/SMOKE DETECTOR	
	13	GFCI	
	4	GFCI WP	
	1	GARBAGE DISPOSAL	
	1	MICROWAVE	
	1	MEDIUM SURFACE MOUNTED TUBE LIGHT (48"X12")	
	6	MID-BODY CLASSIC	
	2	PERFORATED BOX PENDANT	
	24	RECESSED DOWN LIGHT 6"	
	1	RECESSED VAPOR LIGHT	
	1	REFRIGERATOR	
	4	SCONCE 2	
	4	SCOPE SCONCE	
	18	SINGLE POLE	
	24	THREE WAY	



1ST ELECTRICAL PLAN
SCALE: 3/8" = 1'-0"

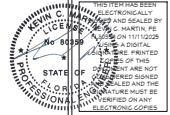
ENCLOSED AREAS BELOW DESIGN FLOOD ELEVATION SHALL BE VENTED AND IN ACCORDANCE WITH SECTION R322.2.2 OF THE 2023 FBC. ELECTRICAL SYSTEMS, EQUIPMENT AND COMPONENTS: HEATING, VENTILATING, AIR CONDITIONING; PLUMBING APPLIANCES AND PLUMBING FIXTURES; DUCT SYSTEMS; AND OTHER SERVICE EQUIPMENT SHALL BE LOCATED AT OR ABOVE THE BASE FLOOD ELEVATION (EL 8') PLUS 1FT = EL 9'



2ND ELECTRICAL PLAN
SCALE: 3/8" = 1'-0"

ELECTRICAL NOTES:

- 1 ELECTRICAL CONTRACTOR SHALL PROVIDE ARC-FAULT CIRCUIT INTERRUPTERS IN ALL BRANCH CIRCUITS THAT SUPPLY 120-VOLT, SINGLE PHASE, 15 & 20 AMP OUTLETS IN LIVING ROOMS, DINING ROOMS, HALLWAYS, BEDROOMS, DENS, SUNROOMS, RECREATION ROOMS, CLOSETS, OR SIMILAR AREAS PER NEC 210.12(A)
- 2 ALL PERMANENTLY INSTALLED LUMINARIES, EXCLUDING THOSE IN KITCHEN APPLIANCES, SHALL HAVE AN EFFICACY OF AT LEAST 45 LUMENS-PER-WATT OR SHALL UTILIZE LAMPS WITH AN EFFICACY OF NOT LESS THAN 65 LUMENS-PER-WATT. PER FBC ENERGY CONSERVATION SECTION R404.1
- 3 ALL SERVICES SUPPLYING DWELLING UNITS ARE REQUIRED TO BE PROVIDED WITH SURGE PROTECTION DEVICE (TYPE 1 OR TYPE 2) PER NEC SECTION R230.6T



REVISION	DATE	DESCRIPTION



ELECTRICAL LAYOUT
NEKA SINGLE-FAMILY
LOT 203 - E PARK AVENUE
571-AUGUSTINE, FL 3204

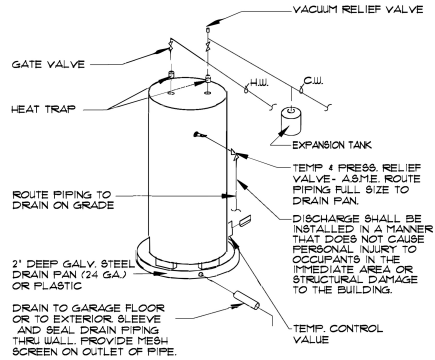
MARTIN ENGINEERING, LLC
450 STATE ROAD 13 N. #106-307
JACKSONVILLE, FL 32254
904-671-7156
FL CA #32027

PROJECT #: 25-1228
DESIGNED: KGM
DRAWN: KGM
SCALE: AS NOTED
DATE: 11/11/2025

A-5

PLUMBING NOTES:

- ALL PLUMBING WORK SHALL BE PERFORMED IN ACCORDANCE WITH THE FLORIDA BUILDING CODE-RESIDENTIAL 8TH EDITION 2023, AND WITH ALL APPLICABLE REGULATIONS.
- ALL HORIZONTAL SANITARY PIPING SHALL SLOPE AT 1/8" PER FOOT MINIMUM FOR 3" AND LARGER AND AT 1/4" SLOPE FOR 2-1/2" PIPES AND SMALLER.
- PLUMBING FIXTURES, FIXTURES SHALL BE AS SELECTED BY OWNER AND SHALL BE COMPLETE WITH DRAINS, TRAPS, SUPPLIES AND ANY OTHER ACCESSORY REQUIRED. FIXTURES AND FAUCETS SHALL COMPLY WITH THE FBC WATER SAVING STANDARDS.
- MATERIALS:
 - PIPING, UPONOR PEX PIPING OR PVC.
 - SOIL, WASTE AND VENT, AND STORM, SANITARY PIPE, PVC, DIVY SCHEDULE 40 UNDER GROUND, AND ABOVE GROUND.
 - DOMESTIC WATER PVC PIPE AND FITTINGS INSIDE BUILDING WALLS, PVC OUTSIDE UNDER GROUND.
 - CONDENSATE DRAIN, DING PVC PIPE AND FITTINGS.
 - INSULATE ALL ABOVE GROUND CONDENSATE PIPING WITH 1-1/2" FOAM PLASTIC INSULATION WITH SOLVENT SEALED SEAMS.
 - DOMESTIC WATER SUPPLY ASSEMBLY, CHROME FINISH TUBING WITH ANGLE SHUT OFF VALVES.
 - F & T RELIEF LINES COPPER PIPE AND FITTINGS.
 - DRAIN PAN LINES, DIVY PVC AND FITTINGS.
 - ALL AUTOMATIC ELECTRIC WATER HEATERS SHALL MEET THE STANDARDS OF THE LATEST ENERGY EFFICIENCY CODE.
 - VALVES, DOMESTIC WATER VALVES SHALL BE OF BRONZE BODY, SWEAT ENDS.
 - HOSE BIBS, SHALL BE 3/4" ROUGH BRASS CONSTRUCTION WITH SHUT OFF VALVE AND VACUUM BREAKER.
 - ALL OUTDOOR FLOOR CLEAN OUTS SHALL BE TERMINATED UP TO GRADE AND SHALL BE MARKED.
 - CLEANOUTS SHALL BE PROVIDED AT THE BASE OF EACH WASTE OR SOIL STACK AS PER SECTION 100.3.4 FBC.
 - CONTRACTOR SHALL PROVIDE MAINTENANCE FREE MECHANICAL SHOCK ARRESTORS AT ALL FIXTURES WITH QUICK CLOSING VALVES.
 - VENT SYSTEMS USING AIR ADMITTANCE VALVES SHALL COMPLY WITH THIS SECTION. INDIVIDUAL AND BRANCH-TYPE AIR ADMITTANCE VALVES SHALL CONFORM TO ASSE 1050.
 - THE FLOW VELOCITY OF THE WATER DISTRIBUTION SYSTEM SHALL BE CONTROLLED TO REDUCE THE POSSIBILITY OF WATER HAMMER A WATER HAMMER ARRESTOR SHALL BE INSTALLED IN ACCORDANCE WITH MANUFACTURERS SPECIFICATIONS, WATER HAMMER ARRESTORS SHALL CONFORM TO ASSE 1010.
 - BATHTUB, SHOWER AND WHIRLPOOL BATHTUB VALVES. THE HOT WATER SUPPLIED TO BATHTUBS AND WHIRLPOOL BATHTUBS SHALL BE LIMITED TO A MAXIMUM TEMPERATURE OF 120 F (49 C) BY A WATER-TEMPERATURE LIMITING DEVICE THAT CONFORMS TO ASSE 1010, EXCEPT WHERE SUCH PROTECTION IS OTHERWISE PROVIDED BY A COMBINATION TUB/SHOWER VALVE IN ACCORDANCE WITH SECTION P2108.3 ACCESS PANEL FOR WHIRLPOOL BATHTUB PUMP SHALL BE PROVIDED PER FBCR 2120.L
 - DISHWASHER CONNECTION. THE COMBINED DISCHARGE FROM A SINK DISHWASHER AND WASTE GRINDER IS PERMITTED TO DISCHARGE THROUGH A SINGLE 1-1/2"(38 MM) TRAP. THE DISCHARGE PIPE FROM THE DISHWASHER SHALL BE INCREASED TO A MINIMUM OF 3/4"(19MM) IN DIAMETER AND SHALL CONNECT WITH A WYE FITTING BETWEEN THE DISCHARGE OF THE FOOD-WASTE GRINDER AND THE TRAP INLET OR TO THE HEAD OF THE FOOD GRINDER. THE DISHWASHER WASTE LINE SHALL RISE AND BE SECURELY FASTENED TO THE UNDERSIDE OF THE COUNTER BEFORE CONNECTING TO THE SINK TAIL PIECE OR THE FOOD GRINDER.
 - THE CONTRACTOR SHALL FIELD VERIFY ALL INVERT ELEVATIONS AND SIZE OF EXISTING SEWER AND WATER MAINS FOR CONNECTION OF NEW SERVICES.
 - ALL PLUMBING FIXTURES SHALL BE DETERMINED BY OWNER
 - THESE DRAWINGS ONLY PROVIDE DESIGN LOCATIONS FOR THE EQUIVALENT DEPICTED HEREIN, THE PLUMBING CONTRACTOR SHALL OBTAIN SHOP DRAWINGS/ CUT SHEETS FROM THE EQUIVALENT SUPPLIER IN ORDER TO PLACE ROUGH-IN LINES AT OPTIMUM LOCATIONS FOR THE SPECIFIED EQUIPMENT.
 - THE PLUMBING CONTRACTOR SHALL PROVIDE FINAL CONNECTIONS TO ALL REQUIRED EQUIVALENT, UNLESS OTHERWISE NOTED.
 - NECESSARY, OBVIOUSLY REQUIRED PLUMBING ITEMS THAT ARE NOT SHOWN ON THESE DRAWINGS DOES NOT RELIEVE THE PLUMBING CONTRACTOR FROM THEIR RESPONSIBILITY OF INSTALLING A COMPLETELY OPERATING AND SAFE PLUMBING SYSTEM APPLICABLE W/ ALL CODES AS PREVIOUSLY DESCRIBED IN NOTE 1 ABOVE.
 - PIPE PROTECTION AS PER SECTION 305 FBCR ANY PIPE THAT PASSES UNDER A FOOTING OR THROUGH A FOUNDATION WALL SHALL BE PROVIDED WITH A RELIEVING ARCH, OR A PIPE SLEEVE PIPE SHALL BE BUILT INTO THE FOUNDATION WALL. THE SLEEVE SHALL BE TWO PIPE SIZES GREATER THAN THE PIPE PASSING THROUGH THE WALL. PIPES PASSING THROUGH CONCRETE OR GINDER WALLS AND FLOORS OR OTHER CORROSIVE MATERIAL SHALL BE PROTECTED AGAINST EXTERNAL CORROSION BY A PROTECTIVE SHEATHING OR WRAPPING OR OTHER MEANS THAT WILL WITHSTAND ANY REACTION FROM THE LIME AND ACID OF CONCRETE, GINDER, OR OTHER CORROSIVE MATERIAL. SHEATHING OR WRAPPING SHALL ALLOW FOR MOVEMENT INCLUDING EXPANSION AND CONTRACTION OF PIPING MINIMUM WALL THICKNESS OF MATERIAL SHALL BE 0.010 INCH



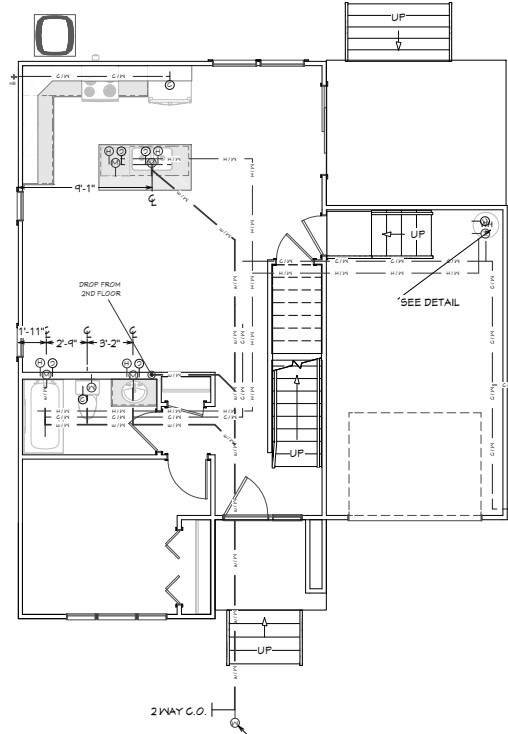
PLUMBING LEGEND:

C	COLD WATER ACCESS
H	HOT WATER ACCESS
W	WASTE WATER ACCESS
---	COLD WATER LINE
---	HOT WATER LINE
---	WASTE WATER

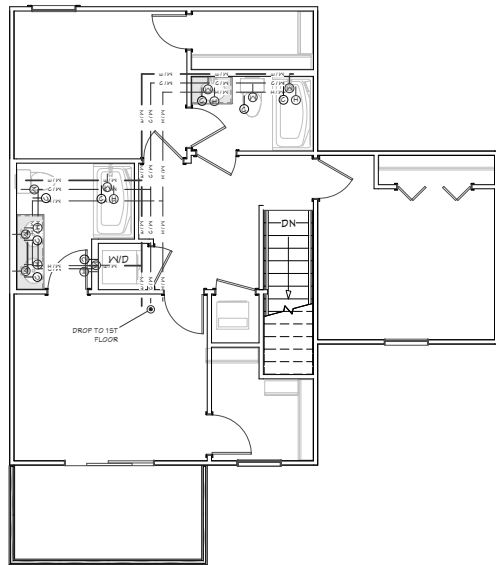
PLUMBING SCHEDULE

NO.	DESCRIPTION	WASTE	WATER	
			COLD	HOT
WC	WATER CLOSET	3"	1/2"	---
LAV.	LAVATORY	1 1/4"	1/2"	1/2"
TUB/SHUR	TUB / SHOWER	1 1/2"	1/2"	1/2"
G.T.	GARDEN TUB	1 1/2"	1/2"	1/2"
SHUR	SHOWER	2"	1/2"	1/2"
SINK	KITCHEN SINK	2"	1/2"	1/2"
W	CLOTHES WASHER	2"	1/2"	1/2"
DW	DISH WASHER	1" W	---	1/2"
REF.	REFRIGERATOR	---	1/2"	---

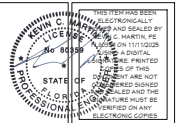
PROVIDE ANTI-SCALD VALVE. PROVIDE MICH SHOCK ABSORBER TO EA. SUPPLY.



1ST PLUMBING PLAN
SCALE: 1/4" = 1'-0"



2ND PLUMBING PLAN
SCALE: 1/4" = 1'-0"



REVISION	DATE	DESCRIPTION

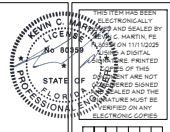


PLUMBING LAYOUT
NEA SINGLE FAMILY
LOT 205 - E PARK AVENUE
511 AUGUSTINE, FL 32024

MARTIN ENGINEERING, LLC
450 STATE ROAD 13 N. #106-337
JACKSONVILLE, FL 32254
904-671-7156
FL CA #32027

PROJECT #: 25-1228
DESIGNED: KGM
DRAWN: KGM
SCALE: AS NOTED
DATE: 11/11/2025

A-6



REVISION	DATE	DESCRIPTION

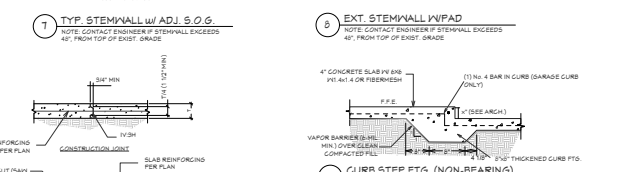
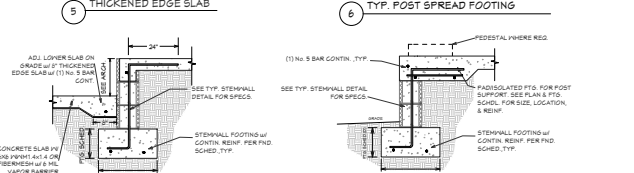
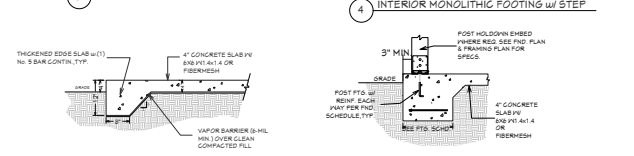
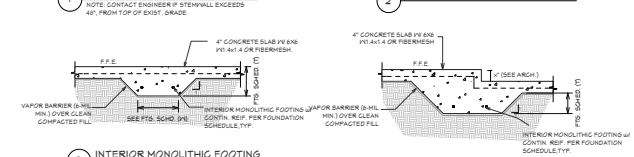
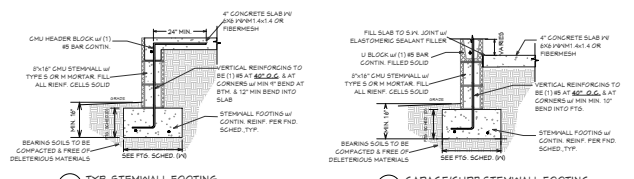


FOUNDATION PLAN
 NEAR SINGLE FAMILY
 LOT 203 - E PARK AVENUE
 511 AUGUSTINE, FL 32004

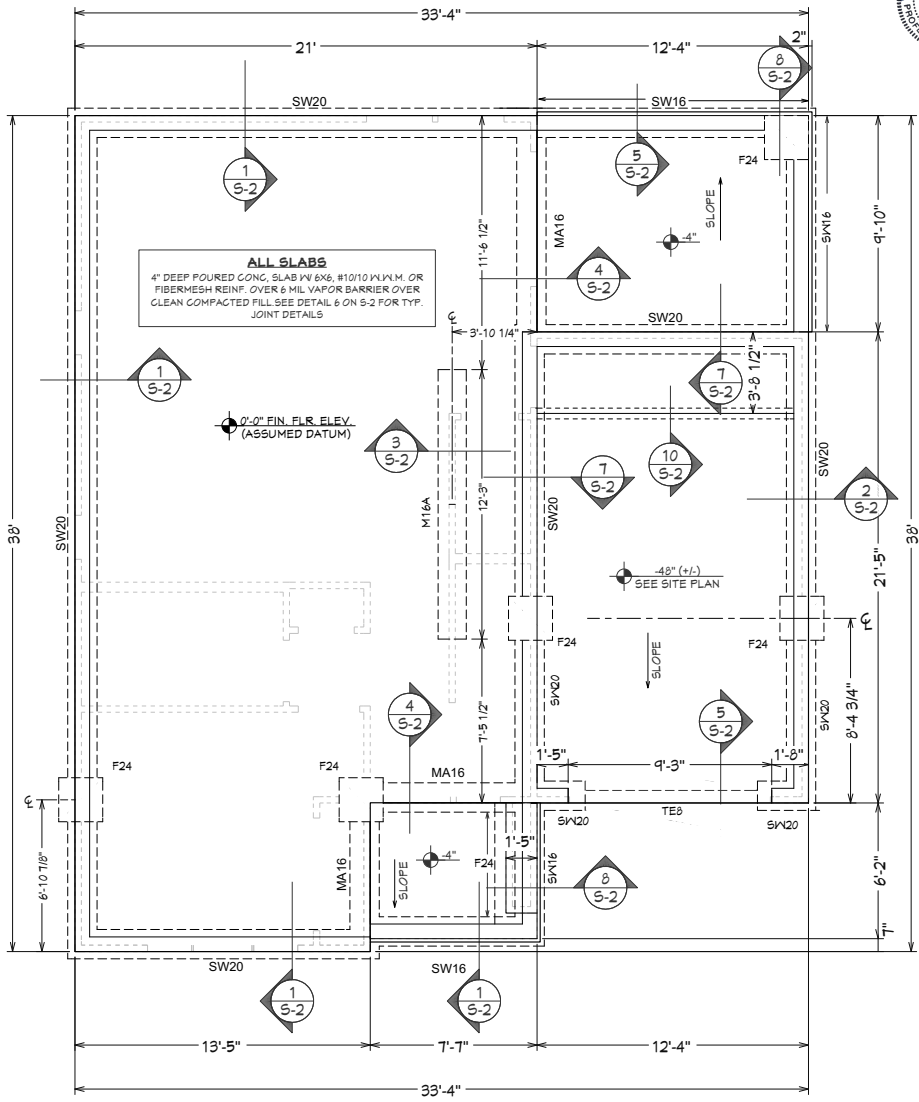
MARTIN ENGINEERING, LLC
 450 STATE ROAD 13 N. #106-307
 JACKSONVILLE, FL 32284
 904-671-7156
 FL CA #35027

PROJECT #: 25-1228
 DESIGNED: KGM
 DRAWN: KGM
 SCALE: AS NOTED
 DATE: 11/11/2025

9-2



ENCLOSED AREAS BELOW DESIGN FLOOD ELEVATION SHALL BE VENTED AND IN ACCORDANCE WITH SECTION R302.2.2 OF THE 2023 FBC. ELECTRICAL SYSTEMS, EQUIPMENT AND COMPONENTS; HEATING, VENTILATING, AIR CONDITIONING; PLUMBING APPLIANCES AND PLUMBING FIXTURES; DUCT SYSTEMS; AND OTHER SERVICE EQUIPMENT SHALL BE LOCATED AT OR ABOVE THE BASE FLOOD ELEVATION (EL 1) PLUS 1 FT = EL 8'

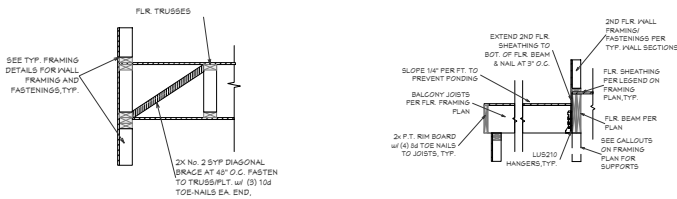


FOUNDATION/FOOTING SCHEDULE						
ID/MARK	WIDTH (IN)	LENG	DEPTH (IN)	REINFORCING		TYPE
				BOTTOM	TOP/TRANSVERSE	
SW20	1'-8"	CONTIN.	1'-0"	(2) #5 CONTIN.	N/A	STEM WALL FOOTING
SW16	1'-4"	CONTIN.	1'-0"	(2) #5 CONTIN.	N/A	STEM WALL FOOTING
M12	1'-0"	CONTIN.	1'-0"	(2) #5 CONTIN.	N/A	EXTERIOR MONOLITHIC
M16A	1'-4"	CONTIN.	1'-0"	(2) #5 CONTIN.	N/A	INTERIOR MONOLITHIC
M8A	8"	CONTIN.	1'-0"	(2) #5 CONTIN.	N/A	INTERIOR MONOLITHIC
TE8	8"	CONTIN.	1'-0"	(1) #5 CONTIN.	N/A	THICKENED EDGE
F24	1'-0"	1'-0"	1'-0"	(2) #5 E.V.L.	N/A	SPREAD FOOTING

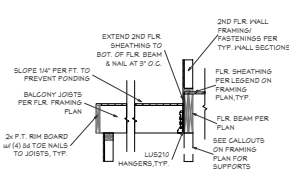
FOUNDATION PLAN
 SCALE: 3/8" = 1'-0"

FOUNDATION LEGEND	
	STEM WALL FOOTINGS
	MONOLITHIC FOOTINGS
	EXTERIOR & INTERIOR WALLS
	6" CURB

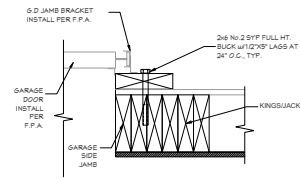
NOTE TO CONTRACTOR: THE PLAN SHOWN ON THIS SHEET IS FOR STRUCTURAL FOUNDATION REQUIREMENTS AND LOCATIONS ONLY. REFER TO THE ARCHITECTURAL PLANS FOR PLUMBING & OTHER SLAB DIMENSIONS.



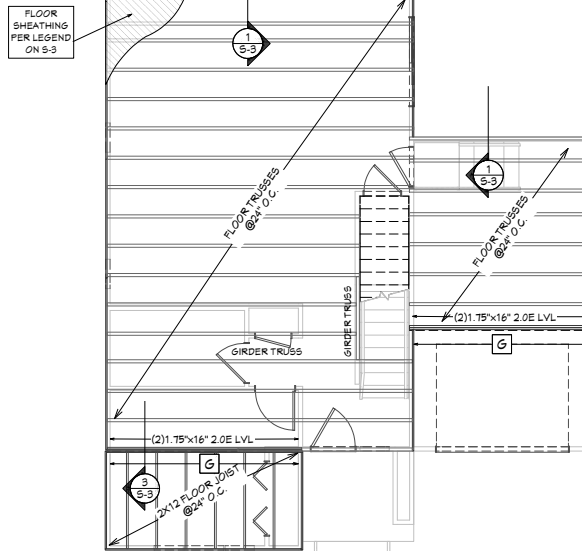
1 END TRUSS BRACING



3 BALCONY FRAMING

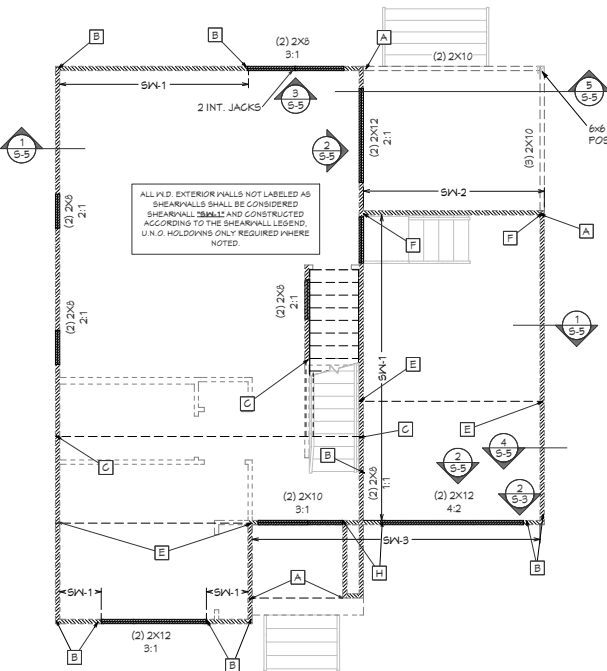


2 GARAGE DOOR JAMB DETAIL



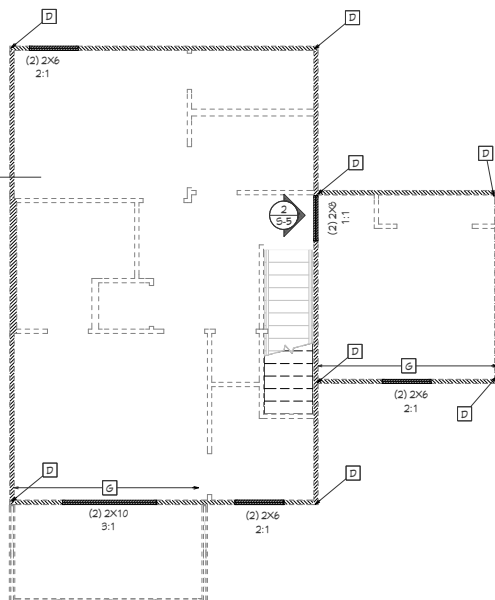
FLOOR FRAMING

SCALE: 1/4" = 1'-0"



1ST FLR. FRAMING PLAN

SCALE: 1/4" = 1'-0"



2ND FLR. FRAMING PLAN

SCALE: 1/4" = 1'-0"

SHEATHING LEGEND

TYPE	SHEATHING	FASTENERS	SHEATHING FASTENING		
			EDGES	FIELD	SABLE END
ROOF	15/32 OSB/PLY	8d RING SHANK	6" O.C.	6" O.C.	4" O.C. FIELD & EDGES, 4" FROM ROOF EDGE/END WALL
FLOOR	23/32 OSB/PLY (6000 PSI MIN.)	10d COM.	6" O.C.	6" O.C.	FROM ROOF
PORCH	3/8 OSB/PLY	8d COM./BOX	3" O.C.	6" O.C.	EDGE/END WALL
CLG	1 1/8" (MIN.) OSB/PLY	8d COM./BOX (N.O.)			PER SHEAR WALL LEGEND.

1. ALL WOOD STRUCTURAL SHEATHING SHALL BE APA RATED, EXPOSURE 1.
2. STRUCTURAL WOOD PANELS NOMINAL THICKNESS & SPAN RATINGS SHALL MEET THE FOLLOWING MINIMUM REQUIREMENTS:
 7/16" = 43T THICKNESS - 24/16 SPAN RATING
 15/32" = 46T THICKNESS - 32/16 SPAN RATING
 1 1/8" = 54T THICKNESS - 40/20 SPAN RATING
 23/32" = 111T THICKNESS - 48/24 SPAN RATING
3. ALL ROOF SHEATHING SHALL BE INSTALLED WITH THE LONG DIMENSION PERPENDICULAR TO THE ROOF SUPPORTS.
4. SHEATHING/SUBSTRATES & FASTENINGS FOR EACH ROOFING TYPE SHALL BE IN ACCORDANCE WITH THE FLORIDA PRODUCT APPROVAL.
5. FASTENERS FOR ROOF SHEATHING GREATER THAN 15/32" SHALL BE 8d COMMON (131x2 1/2") RING SHANK NAILS U.N.O.
6. 2x BLOCKING FOR EDGE NAILING SHALL BE INSTALLED IF NOTED ON THE PLANS.

SHEAR WALL LEGEND

ID	SHEATHING	VERTICAL EDGES	HORIZONTAL EDGES	FIELD	SILL ANCHORS (STUBBIES)	# END STUDS/HOLDOWNS
SW-1	7/16"	8d AT 6"	8d AT 3"	8d AT 12"	48" O.C.	2/DTT22
SW-2	7/16"	8d AT 3"	8d AT 3"	8d AT 6"	24" O.C.	2/HTTSKT
SW-3	7/16" (DBL SIDED)	8d AT 3"	8d AT 3"	8d AT 6"	24" O.C.	2/HDB

1. ALL SHEATHING MUST BE MINIMUM OF 7/16" RATED OSB OR FLYWOOD & FASTENED PER THE TYPICAL DETAILS.
2. SHEATHING MAY BE INSTALLED HORIZONTALLY (U.N.O.). ALL HORIZONTAL EDGES MUST BE FULLY BLOCKED WITH 2x FRAMING LAID FLAT AGAINST BACK SIDE OF SHEATHING FOR NAILING.
3. A MINIMUM GAP OF 1/8" AT SHEATHING JOINTS MUST BE MAINTAINED.
4. HOLDOWNS MUST BE PLACED AT EACH END OF SHEARWALL, U.N.O. SEE FRAMING PLAN/DETAILS FOR HOLDOWNS TYPES, LOCATIONS, & INSTALLATION SPECS.
5. MINIMUM END STUDS & HOLDOWNS FOR EACH SHEARWALL SECTION ARE SHOWN IN TABLE ABOVE AND SHALL BE CONSTRUCTED PER THE TYPICAL CORNER FRAMING DETAIL.
6. ALL SILL ANCHORS (STUBBIES) SHALL BE A MIN. 1/2" IN DIA. WITH 3"x3"x14" SQUARE WASHER & NUT. PLACE ANCHORS ON EACH SIDE OF FLUTE SPLICE. SEE TYPICAL ANCHOR DETAILS FOR INSTALLATION SPECS. FULL HT. ALL THREAD RODS MAY BE USED IN LIEU OF STUBBIES PROVIDED THE MINIMUM STUBBIE SPACING IS MAINTAINED.
7. EXTERIOR F.C. LAP SIDING REQUIRES A MIN. 15/32" RATED SHEATHING INSTALLED HORIZONTALLY WITH 2x FLAT WISE BLOCKED EDGES.
8. SHEARWALL FASTENING SHOULD BE CONSTRUCTED PER THE TYPICAL SHEATHING FASTENING DETAILS AND NOTES.

FRAMING LEGEND

	EXTERIOR STRUCTURAL BEARING WALL: 2x4/6 No. 1/2 SFF STUDS AT 16" O.C. STUDS
	INTERIOR STRUCTURAL BEARING WALL: 2x4/6 No. 1/2 SFF STUDS AT 16" O.C. STUDS
	INTERIOR PARTITION WALLS: 2x4/6 No. 1/2 SFF STUDS AT 24" O.C. STUDS
	OPENING HEADER BEAMS
	PORCH BEAMS & OTHERS
	SHEAR WALL SEGMENTS
	GIRDER/ROOF/FLOOR TRUSS ABV.
	POST/COLUMNS

No. OF FLIES	HEADER SIZE
(2) 2x	K

No. OF KING STUDS	No. OF JACK STUDS
(2) 2x	K

G FASTEN 2ND FLR. BTM. FLT. TO FLR. BEAM WITH 8d NAILS AT 24" O.C. EXTEND WALL SHEATHING TO BOTTOM OF FLR. BEAM & NAIL AT 3" O.C.

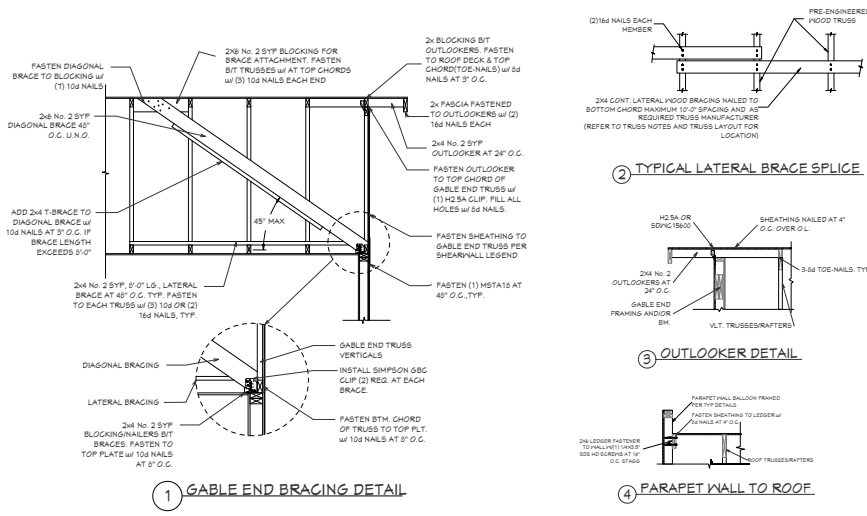
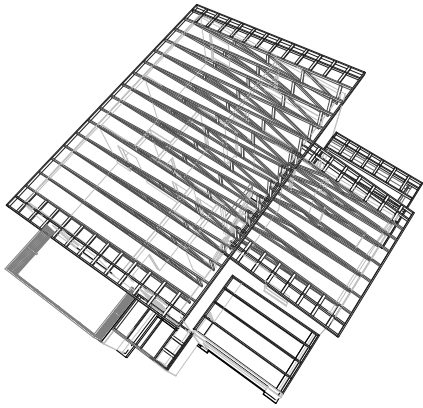
H INSTALL SIMPSON HDB-SD22.5 HOLDOWN AT BASE OF CORNER OR OPENING KING STUD GROUP WHERE SHOWN. INSTALL PER TYPICAL ANCHOR DETAILS (DETAIL 9/5-5)

THIS DOCUMENT BEING ELECTRONICALLY SIGNED AND SEALED BY
 J. MARTIN PERKINS ON 11/11/2025 AT 10:58:37 AM
 STATE OF FLORIDA
 COUNTY OF DUNEDIN
 PROJECT NO. 25-1228
 PROJECT NAME: 1515 PARK AVENUE ST. #106-397 JACKSONVILLE, FL 32254
 DRAWN: KGM
 DESIGNED: KGM
 SCALE: AS NOTED
 DATE: 11/11/2025

FRAMING PLAN
 NEAR SINGLE FAMILY
 107 205 - E PARK AVENUE ST.
 AUSTIN, TX 78704

Martin Engineering

9-3



TRUSS NOTES

- 1 ALL TRUSSES SHALL BE DESIGNED AND APPROVED BY THE DELEGATED TRUSS ENGINEER AND BE LICENSED IN THE STATE OF FLORIDA.
- 2 ALL TRUSSES SHALL BE DESIGNED TO MEET OR EXCEED THE ULTIMATE WIND SPEED, EXPOSURE CATEGORY, AND LOADINGS SPECIFIED ON THE STRUCTURAL NOTES PAGE S-1.
- 3 ALL ROOF AND FLOOR TRUSS ENGINEERING SHALL MATCH THE PROVIDED LAYOUT SHOWN IN THESE PLANS. ANY VARIATIONS FROM THE PROVIDED LAYOUTS SHOULD BE REPORTED TO THE ENGINEER OF RECORD BEFORE CONSTRUCTION BEGINS.
- 4 TRUSSES MUST BE CAPABLE OF TRANSFERRING LATERAL LOADS TO THE STRUCTURAL LOAD BEARING WALLS SHOWN ON THE FRAMING PLAN.
- 5 UPLIFTS HAVE BEEN CALCULATED BY THE ENGINEER OF RECORD AND ALL CONNECTIONS FROM TRUSSES TO STRUCTURE HAVE BEEN SPECIFIED AND SHOULD BE FOLLOWED. ANY QUESTIONS AS TO THE SIZE, TYPE, OR VALUE OF A NAIL, STRAP OR CLIP SHOULD BE VERIFIED BY THE STRUCTURAL ENGINEER.
- 6 PERMANENT TRUSS PEB BRACING SHALL BE INSTALLED WITH THE SAME QUANTITY AND LOCATIONS SHOWN ON THE TRUSS ENGINEERING SHOP DRAWINGS. CONTINUOUS LATERAL BRACING SHALL BE IN ACCORDANCE WITH THE DETAILS TO FPMU CEILING. FASTENING SHALL BE IN ACCORDANCE WITH TABLE R102.3.3 OF THE FBC.
- 7 TABLE 2004.4.1 OF THE FLORIDA BUILDING CODE NAILING REQUIREMENTS ARE IN ADDITION TO THE STRAPPING REQUIREMENTS.
- 8 PROVIDE 5/8" TYPE X 8" XYP BD @ GARAGE CLG. BENEATH HABITABLE SPACE & 1/2" MIN GYP. BD @ GARAGE SIDE WALLS & UNDERSIDE OF STAIRWAY IF USED AS ACCESSIBLE SPACE.
- 9 ALL TRUSS FABRICATION, HANDLING, SHIPPING, INSTALLING, AND BRACING SHALL BE IN ACCORDANCE WITH BCS1 1-03 MANUAL (BUILDING COMPONENT SAFETY INFORMATION) PRODUCED BY THE SBGA AND TPI.

OVER FRAMING NOTES

- 1 ALL ROOF FRAMING MATERIALS SHALL BE No. 2 SOUTHERN YELLOW PINE (SYP) AT 24" O.C., U.N.O.
- 2 ALL ROOF RAFTERS AND COLLAR TIES TO BE A MIN. OF 2x6 No. 2 SYP. RIDGE BOARDS TO BE MIN. OF 2x6 No. 2 SYP.
- 3 ALL SLEEPERS TO BE A MIN. OF 2x6 No. 2 SYP FASTENED TO EACH TRUSS RAFTER BELOW W/ (3) 1/4" X 4" SDS SCREWS.
- 4 FASTEN ROOF RAFTERS TO RIDGE BOARDS AND "SLEEPERS" W/ SIMPSON S95 CLIPS, U.N.O.
- 5 FASTEN COLLAR TIES TO ROOF RAFTERS W/ (4) 1/4" NAILS AT EACH END.
- 6 COLLAR TIES SHALL NOT BE FASTENED HIGHER THAN 25% OVERALL ROOF RAFTER HEIGHT.

ROOF & FLOOR FRAMING LEGEND

	PRE-ENGINEERED ROOF/PLR TRUSSES
	2x4 OUTLOOKERS AT 24" O.C.
	ROOF JOISTS
	UPLIFT CONNECTOR CALLOUT
	TRUSS BRACING (PER PLAN & SHOP DRAWINGS)

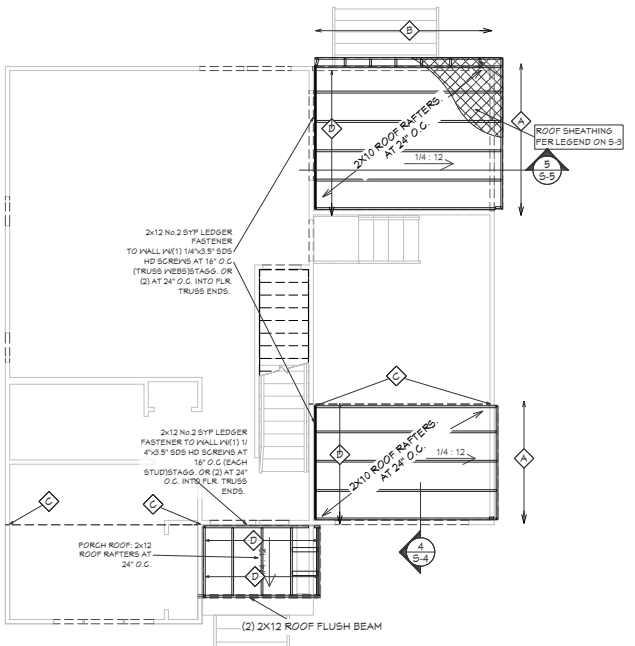
UPLIFT CONNECTOR LEGEND

A	SIMPSON SDYNG15600 TRUSS SCREWS THROUGH TOP PLATES/HEADERS INTO TRUSSES. INSTALL PER DETAIL 1 THROUGH 4 ON S-6 (805# UPLIFT)
B	SIMPSON SDYNG15600 TRUSS SCREWS AT 32" O.C. TO GABLE END TRUSS
C	DOUBLE SIMPSON HTS16 TWINST STRAPS TO GIRDER TRUSS AND STUD GROUP BELOW. FILL ALL HOLES W/ 10d NAILS.
D	SIMPSON A35 CLIP FOR RAFTERS TO LEDGER FILL ALL HOLES W/8d NAILS

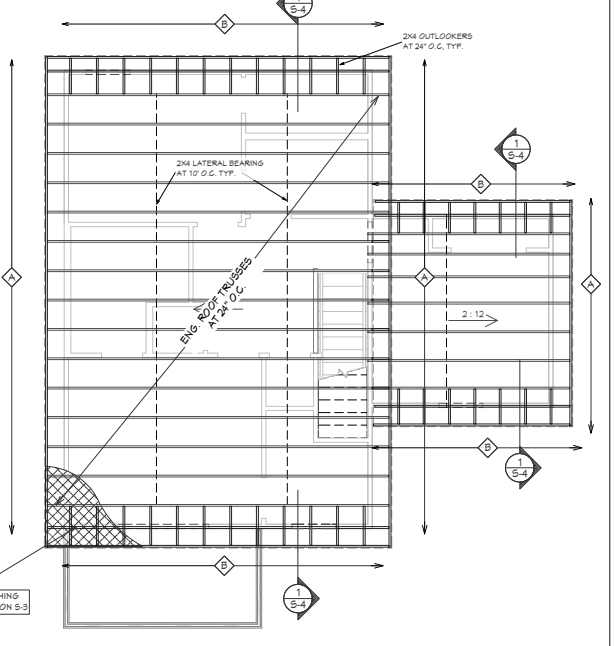
NOTES:
 1 SEE APPROVED TRUSS SHOP DRAWINGS FOR TRUSS TO TRUSS CONNECTORS.
 2 MULTI-PLY TRUSSES SHALL HAVE SDYNG15600 SCREWS INSTALLED PER PLY (SINGLE OR DOUBLE AS SPECIFIED)

TRUSS LAYOUT FROM THE TRUSS MANUFACTURER MUST MATCH THE LAYOUT ON THIS SHEET. TRUSS GIRDER LOCATIONS AND BEARING WALLS HAVE BEEN SPECIFIED. ANY DIFFERENCES OR REQUIRED CHANGES MUST BE REPORTED TO THE E.O.R. FOR REVIEW. TRUSS LAYOUT AND SHOP DRAWINGS REQUIRE E.O.R. APPROVAL PRIOR TO ORDERING AND INSTALLATION.

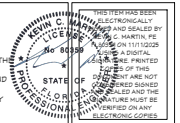
ROOF FRAMING ISO.
SCALE: N.T.S.



LOWER ROOF FRAMING
SCALE: 1/4" = 1'-0"



UPPER ROOF TRUSS PLAN
SCALE: 1/4" = 1'-0"



REVISION	DATE	DESCRIPTION



ROOF FRAMING
 NEARBY FAMILY
 LOT 29 - E PARK AVENUE ST.
 AUGUSTINE, FL 32084

MARTIN ENGINEERING, LLC
 450 STATE ROAD 13 N. #106-937
 JACKSONVILLE, FL 32284
 904-671-1756
 FL CA #35027

PROJECT R: 25-1228
 DESIGNED: KGM
 DRAWN: KGM
 SCALE: AS NOTED
 DATE: 11/11/2025

S-4

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

St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

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

Homestead Compliance

Sales Questionnaire Form

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

Sales Questionnaire

Summary

Parcel ID	1524002030
Location Address	E PARK AVE SAINT AUGUSTINE 32084-0000
Neighborhood	Fullerwood Park (702)
Tax Description*	2-18 FULLERWOOD PARK LOT 203 BLK 5 OR6232/13 <i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Vacant Residential (0000)
Subdivision	Fuller Wood Park Addition to St. Augusti
Sec/Twp/Rng	6-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.150
Homestead	N

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



Owner Information

Owner Name	Integrated Property Holdings Inc 100%
Mailing Address	12724 GRAN BAY PKWY STE 410 JACKSONVILLE, FL 32258-0000

Map



Valuation Information

Assessed Year	2026
Building Value	\$0.00
Extra Features Value	\$0.00
Total Land Value	\$169,000.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
Just Market	\$169,000.00
Total Deferred	\$0.00
Assessed Value	\$169,000.00
Total Exemptions	
Taxable Value	\$169,000.00

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

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Vacant Residential	52	123	52	EF	\$169,000

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
10/2/2025	9/19/2025	\$100.00	WARRANTY DEED	6232	13	U	V	CUNEO HOLDINGS LLC	INTEGRATED PROPERTY HOLDINGS INC

No data available for the following modules: 2025 TRIM Notice, 2024 TRIM Notice, Exemption Information, Historical Assessment Information, Building Information, Sketch Information, Extra Feature Information.

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

[User Privacy Policy](#) | [GDPR Privacy Notice](#)
 Last Data Upload: 3/18/2026, 3:47:55 AM

Contact Us



Attachment 4:
Arborist Report



12/14/25

Revised 2/18/26

Tree Inventory Report

As a Certified Arborist I have performed a complete tree inventory at **Lot #203 E. Park Ave. St. Augustine, FL. 32084** on behalf of Integrated Property Holdings, LLC. This written report is to accompany the tree survey site plan provided for the purposes of site development/build permit application.

Summary

The site has been inventoried, Diameter at Breast Height (DBH) measured , and locations mapped on a site plan for all tree and palms species at the aforementioned location pursuant to City of St. Augustine Municipal code Sec. 25. All trees greater than 3” DBH were measured and accounted for pursuant to City of St. Augustine definition of a “Tree”.

Of the 4 total trees/palms meeting the minimum requirements for inventory, two of the trees on site meet the requirements of a "Significant" tree per Sec. per City of St. Augustine Muni Code Sec. 11-27 definition.

Regarding the ability to construct the proposed home tree #1, a 45” DBH Live Oak, will need to be removed. Tree #2, a 48” DBH Live Oak, will also be removed per the proposed site plan. These trees are considered “Significant” trees and will require approval and permitting. Based on the location of these trees on the lot there is no reasonable ability to adjust the location of the home to retain the tree and allow for reasonable economic use of the property. Assessing the health and vigor of the tree there are a few minor defects, but nothing that would not be mitigated with some prescription pruning. The tree is showing some reactionary root growth indicating at some point in years past the roots had broken and the tree heaved. The main trunk is leaning toward the West and there are prominent shallow roots on the Eastern side of the trunk. The overall health and vigor of this tree is average for a tree this age and size. Tree #4 is a small Camphor tree that will need to be removed. Camphor is considered invasive and is typically exempt from mitigation requirements. Tree #2 could be retained as the impacts on the root protection zone will be within acceptable thresholds provided the grade is not altered significantly. As this site proposal is for a 2 story home, a significant amount of pruning will be required to allow for proper clearance and construction of the home. This pruning could result in accelerated decline of this tree as it is already old and has numerous age related issues. All pruning of a tree this size is recommended to be performed or supervised by an ISA certified arborist with Prescription Pruning Qualification (PPQ) and in accordance with ANSI A300 pruning standards. It has been determined by the builder that they would prefer to remove it based on potential for encountering roots and the amount of pruning required for adequate

clearance. The remaining tree #3 is a small understory Ligustrum tree that can be retained during construction. The accompanying site plan indicates the recommended location of the Tree Protection Barricade (LS-4) in order to establish a proper Tree Protection Zone for the retained trees adjacent to the construction in compliance with City of St. Augustine municipal code 25-53.(d).5. There will be minimal grade change for this project and the construction of the new home will be elevated minimizing any root disruption or need for root pruning. As outlined in City of St. Augustine Code 25-53 (d) 4, the removal of trees #1 and 2 (significant, live tree) incurs a deficit of 4, but will likely require approval for removal. The retention of trees # 3 allows for a total of 1 credit. This leaves a negative result of -3 credits for this lot requiring mitigation pursuant to Sec. 25-53. (d).2. Minimum landscape standards will still remain.

Tree Inventory Detail

Tree ID#	Common	Genus	Species	D.B.H.	Retain (Y/N)	Credit/ Deficit
1	Live Oak	Quercus	virginiana	45	N	-2 (significant)
2	Live Oak	Quercus	virginiana	48	N	-2 (significant)
3	Ligustrum	Ligustrum	japonica	5	Y	1
4	Camphor	Cinnamomum	camphora	3,3	N	*Invasive

Reinspection/ TPZ Inspection

A removal permit will likely be necessary as a significant tree (#1) is requiring removal. The preserved trees will be required to have the following Tree Protection Zones (TPZ) established prior to the beginning of the site work and usually in conjunction with the installation of the Silt or Erosion Protection Barricades around the perimeter of the lot. See below for illustration of the TPZ requirements and information on proper root pruning techniques, if necessary, during the build phase of the project. The following root pruning techniques should be performed outside the tree protection zone for Tree #2.

Root pruning Technique:

All root pruning should be performed in accordance with ANSI A300 (Part 8) Standard Practices (Root Management). The areas identified on the site plan for recommended root pruning should be performed as follows:

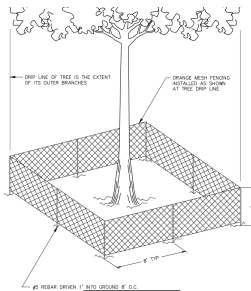
1. **Non-Selective Root Pruning** to be performed first to identify roots for selective pruning. Heavy Equipment should be located outside the root cut line (84.5.7) Use mechanized equipment, such as an excavator or trencher, to excavate a linear trench at 20" depth along the indicated path.
2. Establish a staging area for the soil that is removed on the outside edge of the trench furthest from the trunk. This soil will be restored upon completion of the root prune.
3. **Selective Root Pruning.** While the trench is exposed, using a shovel, hand trowel, or air spade, excavate the trench wall closest to the tree trunk, and expose at least 12" of all roots 2" caliper or larger. Once these coarse lateral roots are exposed, use a sharp tool such as loppers or a reciprocating saw to perform clean cuts on each root in a single

cutting motion approximately 6” interior of the exposed end. Be careful not to fray the end of the roots. The final cut should result in a flat surface with adjacent bark firmly attached. (84.3.2 : 84.3.5)

4. Use the staged soil to refill the trench.
5. Install the Erosion Control/ TP Barrier at the inside trench edge nearest to the trunk.

Tree Protection Zone Barricade

The installation of this barricade must be in accordance with the Standard Construction Detail outlined in this report. The accompanying diagram and description depicts the acceptable method for the purposes of the tree protections as developed in accordance with standard tree protection practices.



Installation Method:

- 4' Orange Mesh fencing installed per the site plan
- Support stakes of #5 rebar installed to a depth of 12”
- Support stakes installed no greater than 8' distance apart.
- Fencing attached with nylon zip ties or twisted wire ties.

Assumptions and Limiting Conditions

All interpretations of the Municipal Codes are made in good faith and for the purposes of determining any site development constraints with regards to Tree Protections and Preservations. All measurements are based on the accuracy of the initial site survey performed. The proposed root zone impacts are based on the proposed home in the site plan with minimal grade change. The arrangement of roots that could actually be damaged during excavation, underground tree defects, and defects within the canopy that cannot be seen from this ground based perspective may be present. As the Arborist performing the initial tree survey at this time, I am not responsible for the accuracy of the installation of the TPZ barricades or the oversight of any Root Pruning executed unless contracted to do so at a later date.

Respectfully,

Austin Spivey

Austin@Roots1st.com

407-256-5750

Roots 1st Consulting

ISA- TRAQ, PPQ Certified Arborist

Lic.# FL9642A



Attachment 5:
Site Plan

OWNER:
INTEGRATED PROPERTY HOLDINGS, LLC.

CONTRACTOR:
OWNER

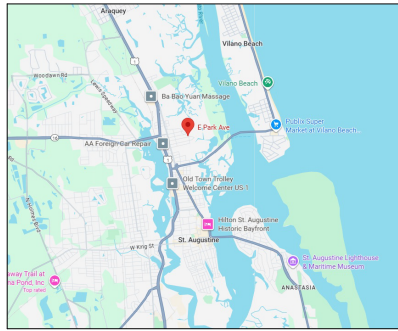
ZONING INFORMATION:
CITY OF ST. AUGUSTINE

PROJECT STATISTICS:
LOT SIZE: 5,500 SQFT
BUILDING FOOTPRINT AREA: 1,181 SQFT.
CONC. DRIVEWAY & WALKWAYS: 375 SQFT.
MECH. PAIDS: 9 S.F.
TOTAL LOT COVERAGE FOR STRUCTURES: 1,181 SQ. FT (21.5%)
TOTAL LOT COVERAGE FOR HARDSCAPES: 383 SQFT (5.1%)

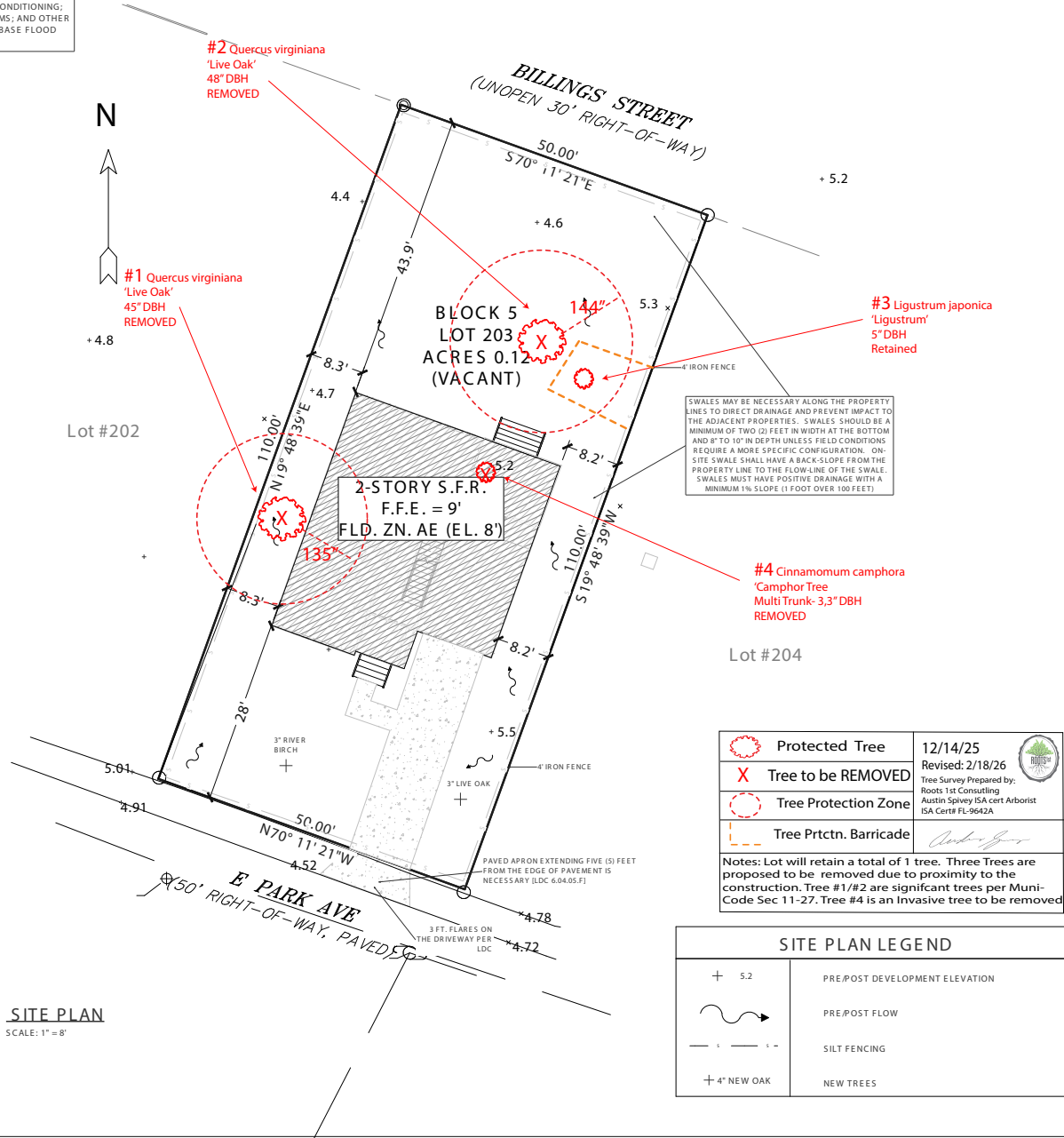
SCOPE OF WORK:
NEW SINGLE FAMILY RESIDENCE - 2 STORY

- SITE PLAN NOTES:**
- EAVES SHALL BE 6"-16" BEYOND EDGE OF SLAB. SETBACKS ARE MEASURED TO WALLS. ROOF HEIGHT NOT TO EXCEED 35 FEET.
 - PROPOSED FILL = 6"-8" ABOVE EXISTING NATURAL GRADE. FILL LIMITS TO BE WITHIN FOOTPRINT OF PROPOSED SFR. WITHIN SLAB AREAS
 - ROOF TO BE GUTTERED & RAIN WATER PIPES SHALL BE DIRECTED TO THE RIGHT OF WAY WITH POP UPS.
 - A MINIMUM 1% SLOPE SHALL BE PROVIDED PER SECTION 6.04.06H IF THE ST. JOHNS COUNTY LAND DEVELOPMENT CODE.
 - EROSION CONTROL MEASURES (SILT FENCING SHALL BE USED AROUND THE PROPERTY BOUNDARY TO PREVENT IMPACT TO ADJACENT PROPERTIES.
 - WHEN PLANTING TREES, 70% ARE TO BE CANOPY TYPE WITH 50% OR MORE NATIVE SPECIES AND NOT MORE THAN 50% OF ONE SPECIES. LAND DEVELOPMENT CODE 4.01.05.E1.REQ. TREE INCHES = 40" X 0.126 ACRES (5500/43560) = 6"; (2) 3" TREE INCHES REQ.
 - THE APPLICANT OWNER SHALL IMMEDIATELY CONTACT ST. JOHNS COUNTY LOT GRADING STAFF SHOULD MODIFICATIONS TO THE DRAINAGE PLAN BE REQUIRED DURING SITE DEVELOPMENT, BASED ON ACTUAL FIELD CONDITIONS.
 - SURVEY TO BE COMPLETED TO VERIFY PIN LOCATIONS AND HOME LOCATION PRIOR TO PLACEMENT OF ANY CONCRETE FOR FOUNDATIONS.
 - ALL SITE PLAN INFORMATION IS BASED ON BOUNDARY AND TOPO SURVEY PROVIDED BY FLINT SURVEYING AND MAPPING, INC. DATED 8/15/25
 - CALL BEFORE YOU DIG: DIAL 811 (SUNSHINE LOCATES).
 - RETAINING WALLS, ROOF GUTTERS WITH UNDERGROUND PIPING AND POP-UPS MAY BE REQUIRED BASED ON ACTUAL FIELD CONDITIONS. THE CONTRACTOR SHOULD COORDINATE WITH ST. JOHNS COUNTY LOT GRADING STAFF.
 - PROPOSED FOUNDATION TO BE A STEMWALL W/SLAB ON BACKFILL ABOVE EXISTING GRADE. SEE PLANS FOR FILL AND COMPACTION REQUIREMENTS.
 - MAX HEIGHT OF STRUCTURE FROM LOWEST SURROUNDING GRADE: 28'

ENCLOSED AREAS BELOW DESIGN FLOOD ELEVATION SHALL BE VENTED AND IN ACCORDANCE WITH SECTION R322.2.2 OF THE 2023 FBC. ELECTRICAL SYSTEMS, EQUIPMENT AND COMPONENTS; HEATING, VENTILATING, AIR CONDITIONING; PLUMBING APPLIANCES AND PLUMBING FIXTURES; DUCT SYSTEMS; AND OTHER SERVICE EQUIPMENT SHALL BE LOCATED AT OR ABOVE THE BASE FLOOD ELEVATION (EL 8') PLUS 1FT = EL 9'



SITE MAP
N.T.S.



	Protected Tree	12/14/25
	Tree to be REMOVED	Revised: 2/18/26
	Tree Protection Zone	Tree Survey Prepared by: Roots 1st Consulting Austin Saivey ISA cert Arborist ISA Cert# FL-9642A
	Tree Prtctn. Barricade	

Notes: Lot will retain a total of 1 tree. Three Trees are proposed to be removed due to proximity to the construction. Tree #1/#2 are significant trees per Muni-Code Sec 11-27. Tree #4 is an Invasive tree to be removed

SITE PLAN LEGEND	
+ 5.2	PRE/POST DEVELOPMENT ELEVATION
	PRE/POST FLOW
	SILT FENCING
+ 4" NEW OAK	NEW TREES

SITE PLAN
SCALE: 1" = 8'

Revision Table	Number	Date	Recorded By	Description



SITE PLAN
NEW SINGLE FAMILY
LOT 203 - E PARK AVENUE
317 AUGUSTINE, FL 32084

MARTIN ENGINEERING, LLC
450 STATE ROAD 13 N. #106-387
JACKSONVILLE, FL 32259
904-671-7156
FL C.A. # 33027

PROJECT #: 25-1228
DESIGNED: KCM
DRAWN: KCM
SCALE: AS NOTED
DATE: 11/13/2025

SITE



Planning and Zoning Board

Planning Division Staff Report
 Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
April 7, 2026	7.b.	PZB2026-0019
Request	Address	Parcel ID
Conservation Overlay Zone Development	73 Magnolia Avenue	154300-0000

Site & Background Information

Applicant:	James Lee c/o J Lee Construction LLC
Owners:	Renato Sindicic
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:	.37
Neighborhood:	Nelmar Terrace
Archaeological Zone:	II A

Request Summary

This is a request for [Conservation Overlay Zone \(COZ\) development](#) for significant tree removal within [COZ 3](#) for the construction of a rear porch on an existing single-family home at 73 Magnolia Avenue.

Consistency with the City of St. Augustine Comprehensive Plan 2040

Goal, Policy, or Objective	Staff Analysis
Future Land Use Element [LINK TO DOCUMENT]	
<p>Policy 8.1.5</p> <p>Continue to value the existing tree canopy and promote healthy urban forestry practices.</p>	<p>The Board is tasked with the evaluation of this request and its compliance with the city’s policy to continue valuing the existing tree canopy.</p>
Historic Preservation Element [LINK TO DOCUMENT]	
Conservation and Coastal Management Element [LINK TO DOCUMENT]	
<p>Objective 2.6</p> <p>The City shall commit to preservation of community trees and the urban forest to improve air quality, community health, quality of life, aesthetics, and energy conservation.</p>	<p>The Board is authorized, by city ordinances, to impose limitations on the nature and manner of construction to ensure that this proposal is consistent with the city’s objectives to improve air quality, community health, quality of life, aesthetics, and energy conservation by preserving the urban forest.</p>
Recreation and Open Space Element [LINK TO DOCUMENT]	
Transportation and Mobility Element [LINK TO DOCUMENT]	
Housing Element [LINK TO DOCUMENT]	
Infrastructure Element [LINK TO DOCUMENT]	

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

Based on **Sec. 11-27** of the City’s Code,

Conservation Overlay Zone 2 includes all property one hundred (100) feet landward from the most restrictive boundary line establishing Conservation Overlay Zone 1. Zone 2 is the transition zone or buffer area between Zone 1 and Zone 3, and may include areas recognized as habitat for species considered endangered, threatened, of special concern, or unique by federal state and local agencies. The primary purpose of Zone 2 is to protect the functional integrity of Zone 1, and to protect Zone 3 from extreme high water conditions.

Conservation Overlay Zone 3 is comprised of uplands and urban/residential areas which are inland from Zones 1 and 2, and which require special environmental consideration. Zone 3 is comprised of those undeveloped areas considered to be special flood hazard areas and significant tree canopy areas.

Conservation overlay zone development means any construction or use which requires a permit from the city, physically located or taking place within a conservation overlay zone.

Significant tree means a tree described in the following list:

Latin Name	Common Name	Minimum dbh to Maximum dbh
<i>Fraxinus spp.</i>	ash	18
<i>Betula nigra</i>	birch, river	24
<i>Punus serotina</i>	black cherry	18
<i>Nyssa sylvatica</i>	blackgum, black tupelo	18
<i>Catalpa binoniodes</i>	catalpa	18
<i>Prunus caroliniana</i>	cherry laurel	10
<i>Lagerstroemia indica</i>	crape myrtle - single trunk	10
<i>Taxodium distichum</i>	cypress, bald (pond cypress)	10
<i>Ulmus parvifolia</i>	elm, drake	10
<i>Ulmus alata</i>	elm, winged	10
<i>Ulmus Americana</i>	elm, American	18
<i>Chionanthus virginicus</i>	fringetree	10
<i>Carya tomentosa</i>	hickory, mockernut	18
<i>Carya glabra</i>	hickory, pignut	18
<i>Ilex opaca</i>	holly, American	10
<i>Ilex cassine</i>	holly, dahoon	10
<i>Ilex x attenuate</i>	holly, "East Palatka"	10
<i>Gordonia lasianthus</i>	loblolly bay	10
<i>Magnolia grandiflora</i>	magnolia, southern	18
<i>Magnolia grandiflora var</i>	magnolia, southern v. "Little Gem"	10
<i>Magnolia virginiana</i>	magnolia, sweetbay	10
<i>Acer rubum and Acer spp.</i>	maple, red or other maples	18
<i>Quercus hemisphaerica</i>	oak, laurel	15 to 36
<i>Quercus laurifolia</i>	oak, laurel (swamp)	15 to 36
<i>Quercus virginiana</i>	oak, live (southern live oak)	18
<i>Quercus nuttallii</i>	oak, nuttall	18
<i>Quercus spp.</i>	oak, other unlisted species	18
<i>Quercus stellata</i>	oak, post	18
<i>Quercus falcata</i>	oak, red (southern red oak)	18
<i>Quercus geminate</i>	oak, sand live	10
<i>Quercus shumardii</i>	oak, shumard	18
<i>Quercus laevis</i>	oak, turkey	18
<i>Quercus nigra</i>	oak, water	15 to 36
<i>Quercus phellos</i>	oak, willow	18
<i>Carya illinoensis</i>	pecan	18
<i>Pinus palustris</i>	pine, longleaf (excluding silviculture uses)	15
<i>Cercis canadensis</i>	red bud	10
<i>Juniperus virginiana</i>	red cedar, eastern	8
<i>Juniperus silicicola</i>	red cedar, southern	8

Latin Name	Common Name	Minimum dbh to Maximum dbh
<i>Liquidambar styraciflua</i>	sweetgum	18
<i>Platanus occidentalis</i>	sycamore	18
<i>Liriodendron tulipifera</i>	tulip-poplar, tuliptree	18
<i>Juglans nigra</i>	walnut, black	18
<i>Celtis laevigata</i>	hackberry (sugarberry)	15 to 36

Section 11-29(c)

Based on **Sec. 11-29(c)** of the City’s Code, applications for development in Conservation Overlay Zones shall be evaluated according to the following criteria:

- (1) Site specific conditions.
- (2) The site's relationship to adjacent properties, bodies of water and surrounding conservation zones.
- (3) Natural and proposed drainage patterns.
- (4) Effect of point and nonpoint discharge in the marine environment.
- (5) Proposed soil stabilization and erosion control methods.
- (6) Impact on floodplain.
- (7) Impact of development on vegetative and animal communities.
- (8) Potential for contaminated drainage, storage of pollutants and the use of poisonous chemicals and materials.
- (9) Effect of shade on vegetation and shellfish.
- (10) Effect of boat wake and boat traffic on manatees, vegetation, shellfish and wildlife, as well as shoreline erosion.
- (11) Impact of development on shoreline by linear feet and percent of site.
- (12) Impact of development on vistas and scenic opportunities by linear feet, height, mass and percent of site.
- (13) Existing amounts of native plants and proposed retention and use of native plants for landscape and open space purposes.
- (14) Impact of development on plant and animal habitat and potential loss in acres and percent of site.
- (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.)
- (16) Impact of development on shellfish and on commercial and sport fish and waterfowl.

[\[LINK TO CODE SECTION\]](#)

Section 11-29 (d)

In addition, based on **Sec. 11-29(d)** of the City’s Code, permits for structures and uses located within Conservation Overlay Zone 3 shall be issued only for those structures and uses which do not significantly alter the surface water hydrology or tree canopy cover, or cause the removal of significant trees. **The PZB is authorized to impose limitations on the nature and manner of construction** and/or so as to avoid alteration of surface water hydrology which would increase the flood hazard potential and to minimize the impact on existing trees and native vegetation.

The city PZB shall consider and base all decisions on the following considerations. Staff analysis is in **BOLD** text. [[LINK TO CODE SECTION](#)]

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

The Arborist report described the condition of the tree as follows:

Upon thorough inspection, the overall condition of this tree has been determined to be poor and highly hazardous. A critical factor contributing to its precarious status is its extreme proximity to the residence, situated merely one foot from the eaves. This poses an immediate and substantial threat to the building's structural integrity in the event of tree failure.

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

The tree is within close proximity the existing house and within the footprint of the proposed addition.

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

The removal of one tree in a within yard containing mature landscaping should not cause erosion issues or alter drainage patterns.

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

73 Magnolia has approximately 60 percent tree canopy and the removal of this tree would decrease the canopy but should not have significant impact on the neighborhood.

- e. Whether the tree has been designated a significant tree.

The applicant is proposing to remove one (1) significant tree, a codominant Laurel Oak tree with two trunks being 13 inches and 12 inches in diameter at breast height (dbh).

- f. Impact upon the urban and natural environment, including:
 - 1. Ground and surface water stabilization.
 - 2. Water quality and aquifer recharge.
 - 3. Ecological impacts.
 - 4. Noise pollution.
 - 5. Air movement.
 - 6. Air quality.
 - 7. Wildlife habitat.

73 Magnolia has approximately 60 percent tree canopy and the removal of this tree would decrease the canopy but should not have significant impact on the urban and natural environment.

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

The applicant has a large yard and may be able to expand the porch into areas around the tree. However, the arborist report lists the tree condition as poor coupled with the proximity to the existing home make the tree a candidate for removal without the porch expansion.

Sec. 11-28. – Issuance of building permits.

(d) Removal of significant trees shall be [reviewed by the Planning and Zoning Board](#), all significant trees removed shall be replaced in accordance with the requirements of [Chapter 25](#).

(Sec. 25-56(g)) Relocation and replacement. As condition to the granting of a permit, the property owner or agent will be required to relocate the tree being removed or required to replace the tree being removed with a tree somewhere within the site. Native vegetation shall be replaced with native vegetation. Shade trees must be replaced by shade trees.

The applicant will be required to replace the tree with a native shade tree upon the issuance of a building permit. This application is consistent with Chapter 25.

Staff Recommendation

Review of Sec. 11-29 is the responsibility of the PZB for the proposed development within Conservation Overlay Zone 3. This application includes a request to remove a significant tree at 73 Magnolia Avenue / PID 154300-0000

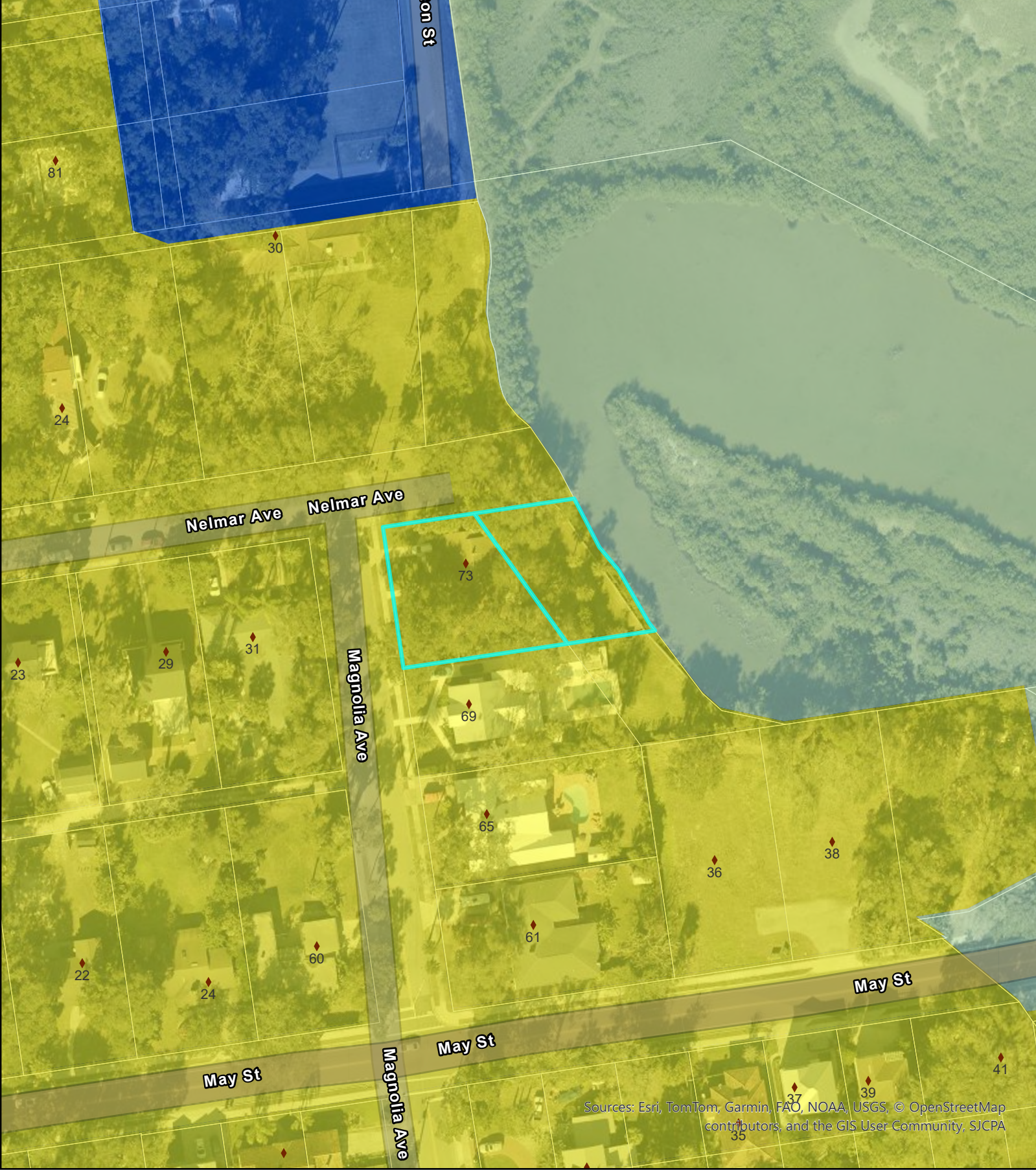
Attachments

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

Staff Report prepared by:

Sarah Daugherty
Planning Manager
Planning and Building Department

**Attachment 1:
Site Maps
and Photos**



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

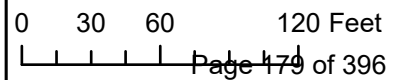
Future Land Use

City of St. Augustine
73 Magnolia Dr.

Legend

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

Scale: 1:1,000







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

Zoning Map

City of St. Augustine

73 Magnolia Dr.

Legend

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

Scale: 1:290



0 10 20 40 Feet

Legend

DEM2018

Value

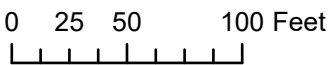
- 23.451 to 0
- 0 to 2
- 2 to 4
- 4 to 6
- 6 to 8
- 8 to 10
- 10 to 15
- 15 to 25
- 25 to 50
- 50 to 155



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



Digital Elevation Model DEM 2018
City of St. Augustine
73 Magnolia Dr.
Source: 2018 FDEM LiDAR Project



Scale: 1:1,000



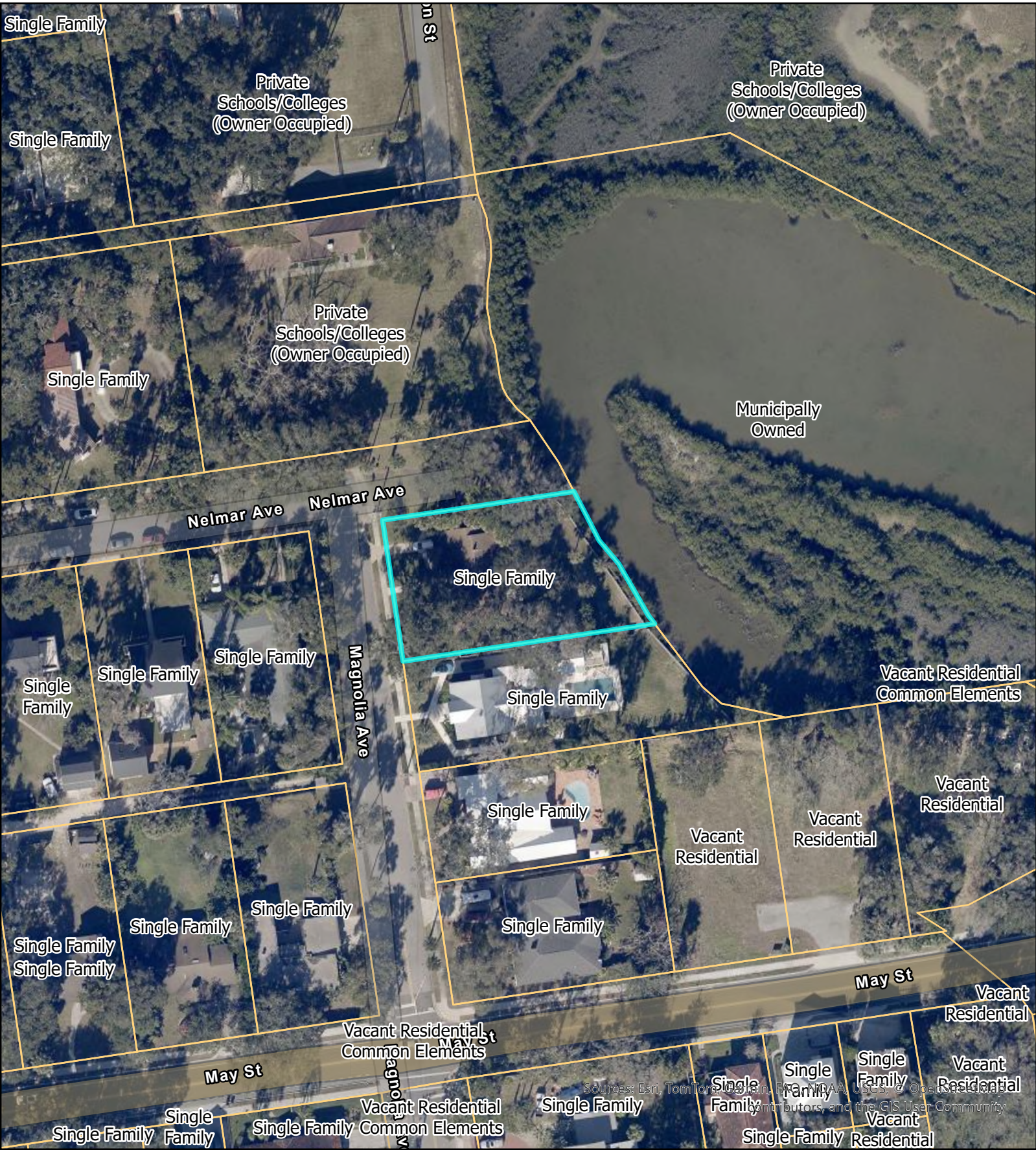
FEMA Flood Zones
 City of St. Augustine
 73 Magnolia Dr.

Legend
 Flood Zone
 AE

Scale: 1:1,000



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



St Johns County Property Appraiser
Use Classification
City of St. Augustine
 73 Magnolia Ave.

Legend

ParcelInfo

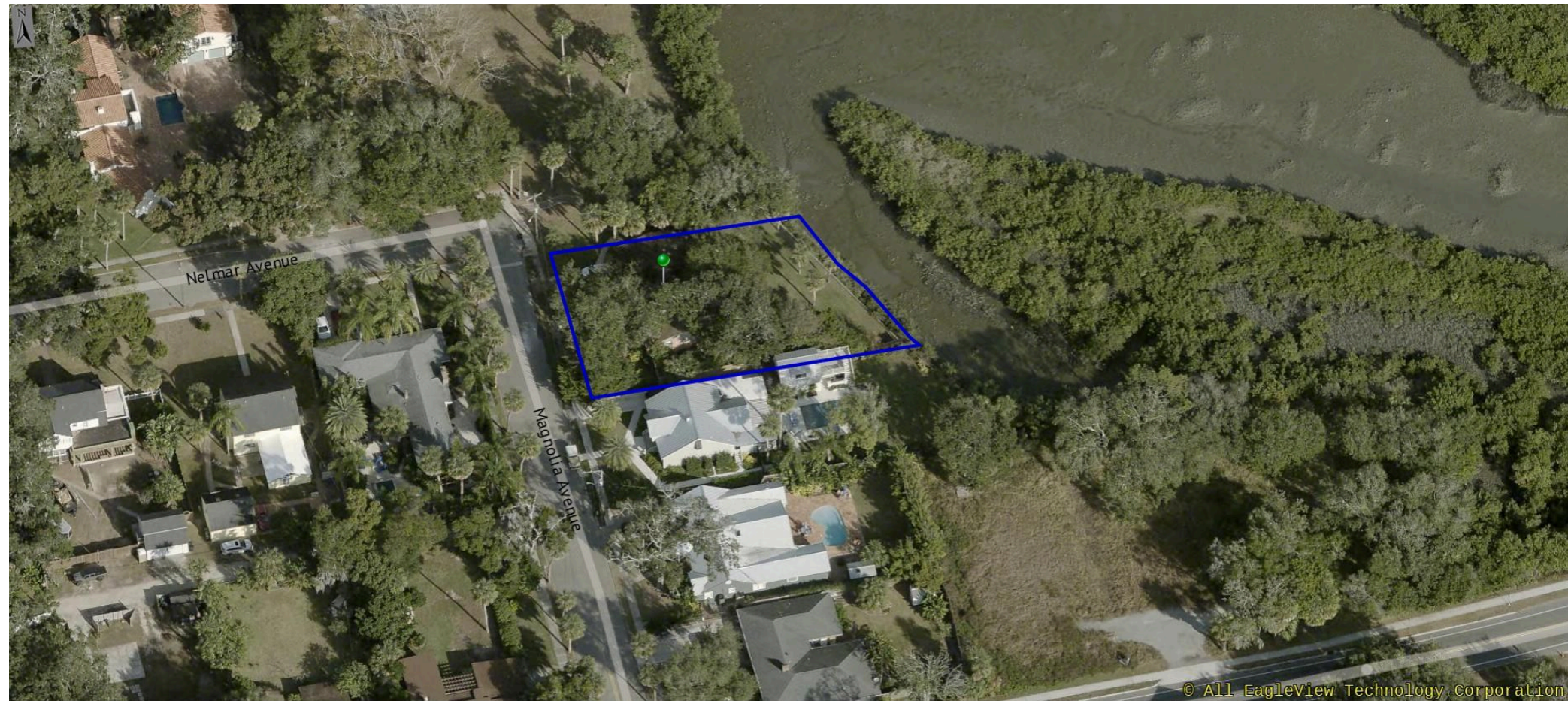
Scale: 1:1,000

0 30 60 120 Feet

Page 183 of 396

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

73 Magnolia Ave.



12/13/2025

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 Lee Contact Number: 904-669-0284

Business (if applicable): J Lee Construction LLC

Address: 2865 Varella Ave City: St Augustine State: FL Zip: 32084

E-Mail Address: jlee@jleeconstruction.com

2. NAME OF PROPERTY OWNER: Renato S. Indicic Contact Number: _____

Business (if applicable): _____

Address: 73 Magnolia Ave City: St Augustine State: FL Zip: 32084

E-Mail Address: _____

3. LEGAL DESCRIPTION OF PROJECT PROPERTY:

Lot: 51 Block: Marsh to creek

Subdivision: 2-1 Nelmar Terrace Parcel Number: 1543000000

4. PROJECT STREET ADDRESS: 73 Magnolia Ave

5. SPECIFIC PROPOSED USE: addition to back porch

6. ACTION REQUESTED:

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

7. DESCRIPTION OF ACTION REQUESTED: removal of 24" oak to add on to existing porch

8. JUSTIFICATION FOR ACTION REQUESTED: _____



**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.

James Lee

Print name of applicant

JL

Signature of applicant

11/2/26

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: 73 Magnolia Ave 32084

Applicant's Name: Kames Lee Applicant's Signature: [Signature]

Owner's Name: Renato I. Sincic Owner's Signature: [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: _____

- (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.

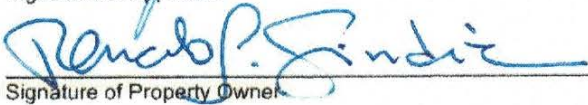
Application must be signed by both applicant and property owner if different. Letter of authorization must be submitted in absence of the property owner's signature or where an authorized agent signs in lieu of either property owner or applicant.

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 2/24/26
Date



Signature of Property Owner 2/24/26
Date



Owner's Authorization For Agent

James Lee is/are hereby authorized TO ACT ON BEHALF OF RENATO I. SINDICIC, 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: Renato Sindicic
Signature of Owner
RENATO I. SINDICIC
Print Name of Owner
(904) 245-1025
Telephone Number

State of Florida

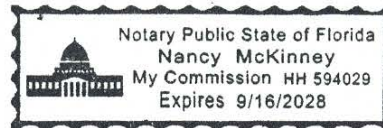
County of St Johns

Signed and sworn before me on this 24 day of February, 2024

By Renato Sindicic

Identification verified: DL

Oath sworn: Yes No



Notary Signature: Nancy McKinney

My Commission expires: 9/16/28

**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 1543000000
Location Address 73 MAGNOLIA AVE
 SAINT AUGUSTINE 32084-0000
Neighborhood Nelmar Terrace & Genoply Tract (707)
Tax Description* 2-1 NELMAR TERRACE LOT 51 & MARSH TO CREEK OR3807/475
**The Description above is not to be used on legal documents.*
Property Use Code Single Family (0100)
Subdivision Nelmar Terrace
Sec/Twp/Rng 7-7-30
District City of St Augustine (District 452)
Millage Rate 19.5552
Acreage 0.310
Homestead Y

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



Owner Information

Owner Name Sindicic Renato I Et AL 100%
 Fernandez Maria Concepcion 100%
Mailing Address 73 MAGNOLIA AVE
 SAINT AUGUSTINE, FL 32084-0000

Exemption Information

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

Map



Valuation Information

Assessed Year	2026
Building Value	\$200,167.00
Extra Features Value	\$0.00
Total Land Value	\$403,200.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
Just Market	\$603,367.00
Total Deferred	\$230,274.00
Assessed Value	\$373,093.00
Total Exemptions	\$51,411.00
Taxable Value	\$321,682.00

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

Historical Assessment Information

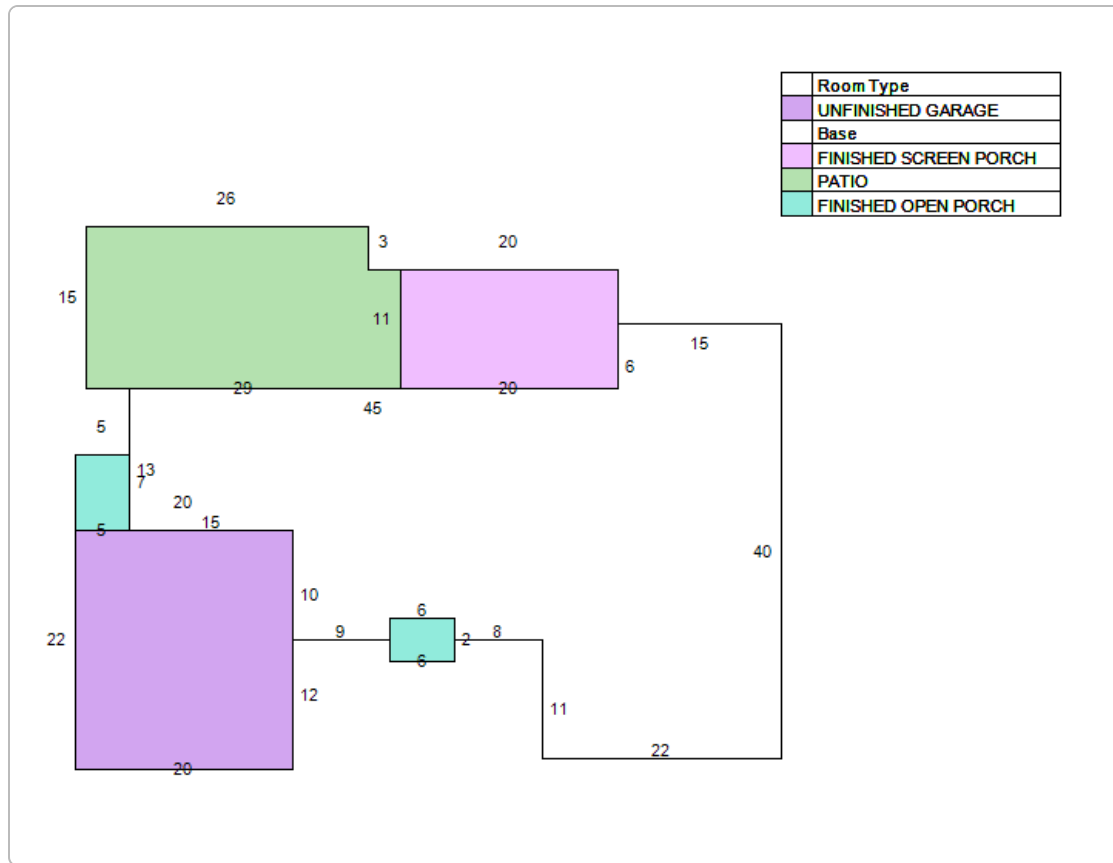
Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	\$188,263	\$0	\$403,200	\$0
2024	\$172,416	\$0	\$403,200	\$0
2023	\$169,623	\$0	\$403,200	\$0
2022	\$183,214	\$0	\$322,560	\$0
2021	\$144,576	\$0	\$201,600	\$0
2020	\$161,423	\$0	\$201,600	\$0
2019	\$150,624	\$0	\$201,600	\$0
2018	\$152,507	\$0	\$201,600	\$0
2017	\$155,283	\$733	\$182,400	\$0
2016	\$157,177	\$733	\$182,400	\$0
2015	\$159,071	\$733	\$182,400	\$0

Building Information

Building	1	Roof Cover	Composite Shingle
Building Value	\$200,167	Roof Structure	Gable Hip
Year Built	1950	Interior Flooring	Carpet, Hardwood
Actual Area	2692	Interior Wall	Drywall
Conditioned Area	1550	Heating Type	Air Duct
Use	Single Family Residence	Air Conditioning	Central
Style	01	Bedrooms	3
Exterior Wall	Concrete Block	Baths	1.5

Description	Square Footage
BASE AREA	1550
FINISHED OPEN PORCH	35
FINISHED SCREEN PORCH	220
PATIO/SLAB	423
FINISHED OPEN PORCH	24
UNFINISHED GARAGE	440
Total SqFt	2692

Sketch Information



Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Single Family	96	130	96	FF	\$403,200

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
10/28/2013	10/25/2013	\$375,000.00	WARRANTY DEED	3807	475	Q	I	BRONSON RONALD,SARA LYNN	SINDICIC RENATO I ETUX LYNN
	8/7/2007	\$400,000.00	WARRANTY DEED	2965	1842	Q	I	HAMILTON JASON P	BRONSON RONALD,SARA LYNN
	6/23/2006	\$100.00	WARRANTY DEED	2732	288	U	I	HAMILTON PATRICIA A	HAMILTON JASON P
	6/21/2001	\$100.00	PERSONAL REP	1629	1857	U	I	WRIGHT REGINA A ESTATE BY PERS REP	HAMILTON PATRICIA A
	3/8/2001	\$0.00	OTHER INSTRUMENT	1577	745	U	I	WRIGHT REGINA A (DECD 1/24/01)	WRIGHT REGINA A ESTATE (LETT OF ADMIN)
	6/19/1991	\$0.00	WILL	1577	740	U	I	WRIGHT REGINA A	WRIGHT REGINA A (WILL)

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: 3/18/2026, 3:47:55 AM

Contact Us



Attachment 4: Arborist Report & Site Plan

Dear All,

This email serves as a formal report regarding a recent tree assessment conducted at the Jlee Construction site, located at 73 Magnolia Ave, St. Augustine, FL 32084.

Our evaluation focused on a specific Laurel Oak (*Quercus laurifolia*) that exhibits significant structural concerns. This particular specimen is characterized by two primary codominant trunks, measuring approximately 13 inches and 12 inches in diameter respectively.

Upon thorough inspection, the overall condition of this tree has been determined to be poor and highly hazardous. A critical factor contributing to its precarious status is its extreme proximity to the residence, situated merely one foot from the eaves. This poses an immediate and substantial threat to the building's structural integrity in the event of tree failure.

Further compounding the risk, the tree exhibits a severe case of codominant stemming. What appears to be a single tree is, in fact, two distinct trunks originating from a shared area, characterized by a significant included bark union at the crotch, approximately one foot above ground level. Included bark creates a structurally weak attachment point, making the union highly prone to splitting and catastrophic failure under stress from environmental factors such as wind or heavy rain. Additionally, severe structural damage, indicative of advanced degradation and compromised stability, is clearly evident at this critical bifurcation point on both trunks.

Given the combination of its precarious proximity to the structure, the inherent weakness of its codominant stems with included bark, and the existing damage at the crotch, this tree presents an unacceptable and elevated risk of imminent failure. Therefore, to ensure the safety of personnel, prevent potential property damage, and mitigate significant liability, the unequivocal recommendation is for the complete removal of this tree.

Please let me know if you require further discussion or wish to schedule the necessary removal.

Sincerely,

Eddie Conlon

Certified Arborist FL0829a

International Society of Arboriculture

TRAQ. Tree risk assessment qualification IFIS

Florida ISA

<http://www.treeservicestaugustine.com/>



MAP SHOWING SURVEY OF

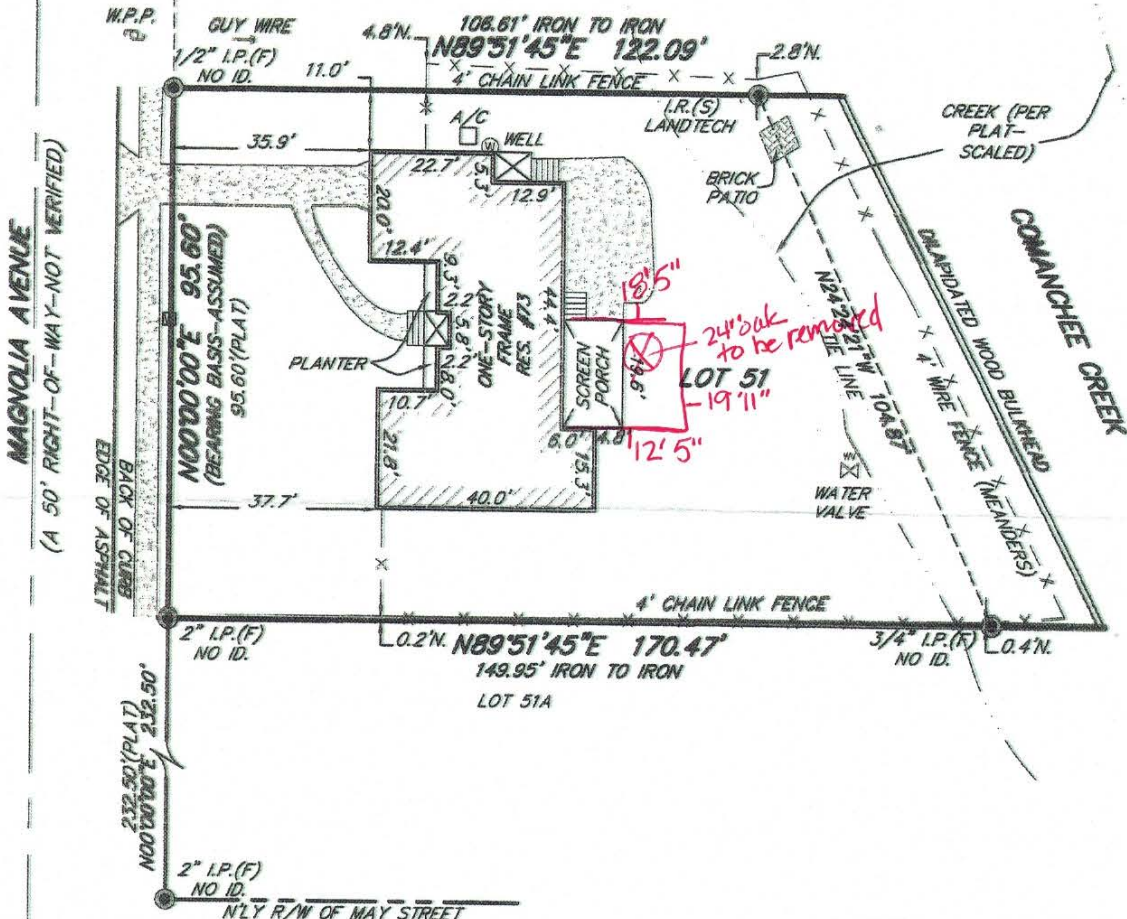
LOT 51 OF NELMAR TERRACE, ACCORDING TO MAP OR PLAT THEREOF RECORDED IN MAP BOOK 2, PAGE 1, OF THE PUBLIC RECORDS OF SAINT JOHNS COUNTY, FLORIDA.

ALSO: IN THE CITY OF SAINT AUGUSTINE DESCRIBED AS FOLLOWS: BOUNDED ON THE WEST BY LOT 51 OF NELMAR TERRACE, ACCORDING TO THE MAP OR PLAT THEREOF RECORDED IN MAP BOOK 2, PAGE 1, OF THE PUBLIC RECORDS OF SAINT JOHNS COUNTY, FLORIDA, AND LYING BETWEEN THE NORTHERLY AND SOUTHERLY LINES OF SAID LOT 51, PRODUCED EASTERLY TO LOW WATER MARK IN COMANCHEE CREEK, TOGETHER WITH ALL ALLUVIUM, AVULSION, RELICTION AND ACCRETIONS, AND ALSO ALL RIPARIAN AND LITTORAL RIGHTS NOW, HERETOFORE, AND HEREAFTER BELONGING OR IN ANYWISE APPERTAINING TO SAID LAND ABOVE DESCRIBED AND ALSO TO SAID LOT 51.

CERTIFIED TO:
 RENATO SINDICIC AND MARIA CONCEPCION FERNANDEZ, HUSBAND AND WIFE
 BANK OF AMERICA, NA, ISACA/ATIMA
 ISLAND TITLE OF ST. AUGUSTINE LLC
 OLD REPUBLIC NATIONAL TITLE INSURANCE COMPANY

(NOT OPEN E. OF MAGNOLIA AVE.)
NELMAR AVENUE

(A 50' RIGHT-OF-WAY-NOT VERIFIED)



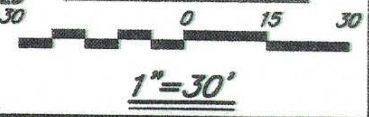
LEGEND

- A/C - AIR CONDITIONER PAD
- ID. - IDENTIFICATION
- M.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)
- + - BREAK LINE

- RES. - RESIDENCE
- - CENTERLINE
- ⊙ - FOUND PROPERTY CORNER AS NOTED
- ⊙ - SET PROPERTY CORNER AS NOTED
- ⊙ - WATER METER
- ⊙ - ELECTRIC METER
- ⊙ - EXPOSED CONCRETE
- ⊙ - COVERED AREA

AREA = ±0.32 ACRES
 OR ±13,984 sq. ft.

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.

NOTES:

- According to the Federal Emergency Management Agency FIRM Map No. 125145 0312 H effective date: 09/02/04 the property described hereon appears to lie in Zone AE 9'



Planning and Zoning Board

Planning Division Staff Report
Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
April 7, 2026	7.c.	PZB2026-0020
Request	Address	Parcel ID
Conservation Overlay Zone Development	E San Carlos Ave.	192035-0050

Site & Background Information

Applicant & Owner: Craig Marlowe

Property Class:
(St. Johns County
Property Appraiser) 0000 – Vacant Residential

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

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

Acreage: .26

Neighborhood: Magnolia

Archaeological Zone: I D

Request Summary

This is a request for [Conservation Overlay Zone \(COZ\) development](#) to construct a dock in [COZ 1&2](#) at E San Carlos Avenue PID192035-0050. The approval of this application would allow for the construction of a three hundred fifteen (315) foot dock and terminal platform with two boat lifts.

Staff Analysis

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

Comprehensive Plan Element	Goal, Policy, or Objective	Staff Analysis
Future Land Use		
Historic Preservation		
Conservation and Coastal Management	<p>Policy 2.1.1</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 CONSISTENT with Policy 2.1.1.</p>
	<p>Policy 2.1.3</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>The dock is five feet above MHW and the floating dock at water level and should not impact scenic vistas and are CONSISTENT with policy 2.1.3 (12) impacts on scenic vistas.</p>
Recreation and Open Space		
Transportation and Mobility		
Housing		
Infrastructure		

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

E San Carlos Avenue PID192035-0050 is a vacant lot within the Magnolia neighborhood. The applicant is requesting to construct a three hundred fifteen (315) foot dock and terminal platform with two boat lifts.

(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.

E San Carlos Avenue PID192035-0050 is adjacent to Hospital Creek. The shoreline is approximately eighty-nine feet of brackish marsh. The lot is within COZ zones 2 and 3. The proposed project is within COZ 1 and 2.

(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 states:

All necessary silt screens and/or turbidity barriers will be employed during construction..

(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. The [Marine Resources Geographic Information System \(MRGIS\)](#) indicate salt marsh, habitat mangroves, and oyster beds in the project area.

(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. The [Marine Resources Geographic Information System \(MRGIS\)](#) indicate salt marsh, habitat mangroves, and oyster beds in the project 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 proposed dock will have a four-foot-wide deck and thirty-by forty-foot terminal.

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

The proposed dock will have a four-foot-wide deck and thirty-by forty-foot terminal. The dock will be five feet above mean high with the lower portion at two feet above mean high which should minimize impacts to the vistas and scenic opportunities.

(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 of salt and brackish water marsh. The [Marine Resources Geographic Information System \(MRGIS\)](#) indicate salt marsh, habitat mangroves, and oyster beds in the project area.

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

Aerial images show a vegetated shoreline of salt and brackish water marsh. The [Marine Resources Geographic Information System \(MRGIS\)](#) indicate salt marsh, habitat mangroves, and oyster beds in the project area.

(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 height of the dock will be between five and two feet above mean high water and the boat lift will be required to be low-profile or no-profile and not exceed 12,000 pounds.

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
Planning Manager
Planning and Building Department

**Attachment 1:
Site Maps
and Photos**



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

Future Land Use

City of St. Augustine
 E San Carlos Ave
 192035-0050

Legend

- Open Land
- Residential Low Density

Scale: 1:1,000



0 30 60 120 Feet

Page 206 of 396



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

Zoning Map

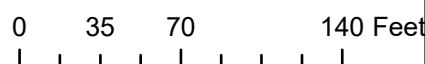
City of St. Augustine

E San Carlos Ave / 192035-0050

Legend

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

Scale: 1:1,000



Legend

DEM2018

Value

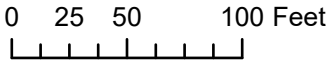
- 23.451 to 0
- 0 to 2
- 2 to 4
- 4 to 6
- 6 to 8
- 8 to 10
- 10 to 15
- 15 to 25
- 25 to 50
- 50 to 155



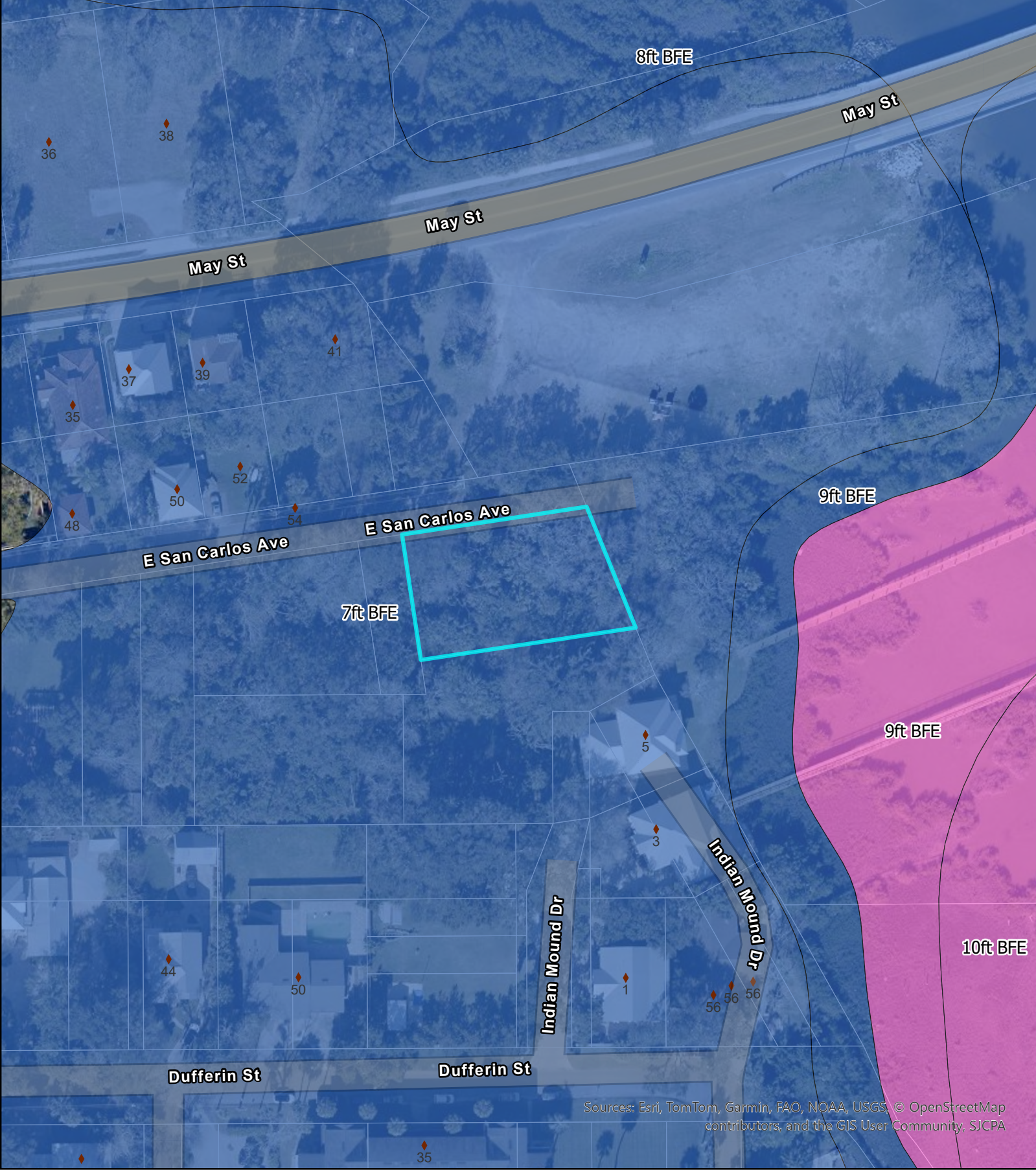
Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, ©
OpenStreetMap contributors, and the GIS User Community, SJCPA



Digital Elevation Model DEM 2018
City of St. Augustine
E San Carlos Ave / 192035-0050
Source: 2018 FDEM LiDAR Project



Scale: 1:1,000



FEMA Flood Zones

City of St. Augustine

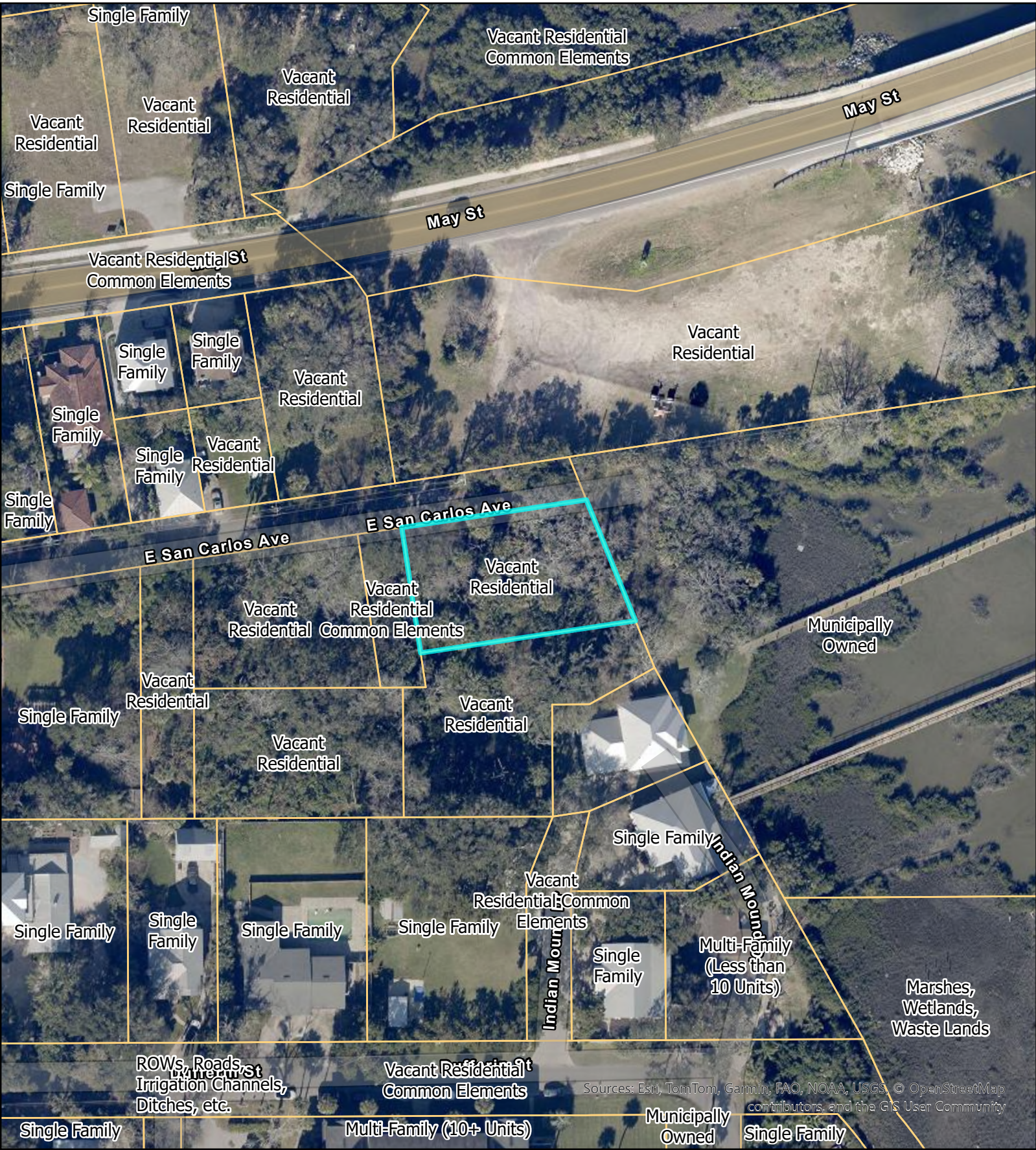
E San Carlos Ave / 192035-0050

Legend

- Flood Zone
- AE
 - VE

Scale: 1:1,000





St Johns County Property Appraiser
Use Classification
 City of St. Augustine
 E San Carlos Ave / 192035-0050

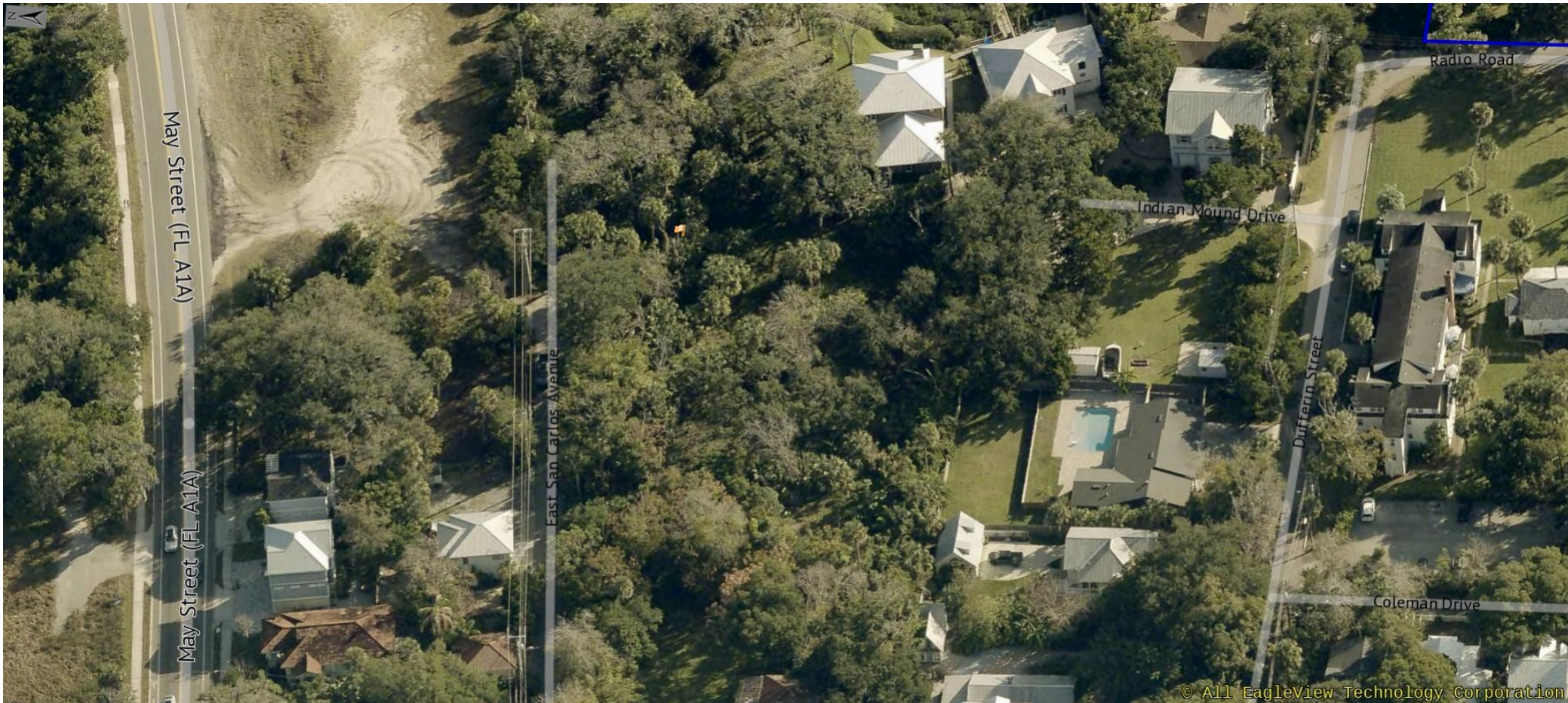
Legend
 [Cyan Line] ParcelInfo

Scale: 1:1,000
 0 30 60 120 Feet

 Page 210 of 396

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

E San Carlos Ave. 192035-0050



12/13/2025

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: Craig Marlowe Contact Number: 904-238-6533

Business (if applicable): _____

Address: 3069 Sunset Landing Dr. City: Jacksonville State: FL

Zip: 32226 E-Mail Address: easonhuntley@gmail.com

2. NAME OF PROPERTY OWNER: Same as Applicant Contact Number: _____

Business (if applicable): _____

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

E-Mail Address: _____

3. LEGAL DESCRIPTION OF PROJECT PROPERTY:

Lot: 5 Block: _____

Subdivision: MAGNOLIA ESTATES Parcel Number: 1920350050

4. PROJECT STREET ADDRESS: San Carlos Ave

5. SPECIFIC PROPOSED USE: Dock Construction

6. ACTION REQUESTED:

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

7. DESCRIPTION OF ACTION REQUESTED: Conservation Overlay Zone Approval to construct a dock

8. JUSTIFICATION FOR ACTION REQUESTED: See attached 17 Point Analysis

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: See attached 17 Point Analysis

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



**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.

Craig Marlowe

Print name of applicant


Signature of applicant

1/29/21
Date



Owner's Authorization For Agent

Brian Spahr is/are hereby authorized TO ACT ON BEHALF OF Craig Marlowe, 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
CRAIG MARLOWE
Print Name of Owner
904 610 8728
Telephone Number

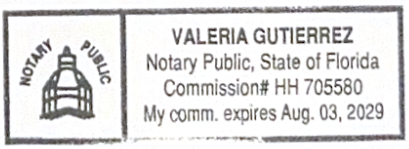
State of Florida

County of Duval

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

By Craig Alan Marlowe

Identification verified: FL DL
Oath sworn: Yes No



Notary Signature: Valeria Gutierrez

My Commission expires: 08/03/2029

Marlowe Dock
Lot 5 San Carlos Ave.
Parcel No. 1920350050
17 Point Criteria Summary

(1) Site specific conditions.

The proposed dock will traverse a mix of salt marsh and mangroves to Hospital Creek. The proposed dock will be within an easement granted by the City (attached).

(2) The site's relationship to adjacent properties, bodies of water and surrounding conservation zones.

The proposed dock will extend out into Hospital Creek (Figure 1). There are several other docks of similar size and length within the immediate vicinity, and the proposed dock will not impede anyone else's ability to construct a dock.

(3) Natural and proposed drainage patterns.

The proposed dock will have no impact on existing drainage patterns.

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

Point and nonpoint discharge from the proposed, minimal single-family dock and its use will be negligible. The proposed dock will only house two boats. No fish cleaning station will be placed on the dock.

(5) Proposed soil stabilization and erosion control methods.

All necessary silt screens and/or turbidity barriers will be employed during construction.

(6) Impact on floodplain.

No impact to the floodplain will occur with the proposed dock.

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

No impact to vegetative or animal communities will occur with the proposed dock. The proposed dock will only cover 25% of the waterway.

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

No contaminated drainage will occur. Additionally, the storage and use of poisonous chemical or materials will not occur with the proposed dock.

(9) Effect of shade on vegetation and shellfish.

The access pier will be constructed 5' over the water with 1/2-inch spacing between the deck boards. This will allow any future/potential vegetation to persist under the dock. Additionally, all efforts will be made to avoid shellfish beds.

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

The proposed dock will only house two (2) propeller boats. The boat wakes will have a negligible effect on manatees, vegetation, shellfish, wildlife, or shoreline erosion.

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

The proposed dock will impact 5' of the existing 30' of easement shoreline.

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

Due to the orientation of the subject property, the proposed dock will be in the view corridor of the subject property only. The proposed dock will extend +/-42.5' out into the waterway and will be built as low to the ground as possible to maintain the natural vegetation under the dock. The length will be consistent with the adjacent docks.

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

N/A

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

There will be no loss of plant and animal habitat with the proposed dock.

(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.)

There will be no impact on water quality with the proposed dock.

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

Impacts to the development of shellfish, fisheries and waterfowl will be negligible.

(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 six (6) 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 six (6) 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 proposed dock will adhere to all conditions outlined above.

SETTLEMENT AND DISMISSAL AGREEMENT AND MUTUAL RELEASE

This Settlement and Dismissal Agreement and Mutual Release ("Agreement") is made and entered into by and between CRAIG A. MARLOWE, a natural person residing within St. Johns County, Florida, for himself as present-day sole owner of, and on behalf of his successors and assigns to ownership of, any estate of land or real property included in either the Magnolia Estates Re-Plat of Block H, Miramar, as recorded at Map Book 51, Page 23, of the Official Records of St. Johns County, Florida or the area within the recorded plat of Miramar described below as Marlowe's Miramar Parcels ("Plaintiff") and THE CITY OF ST. AUGUSTINE, a municipality of the State of Florida ("Defendant").

WHEREAS, the Circuit Civil lawsuit pending within the Circuit Court, Seventh Judicial Circuit, in and for St. Johns County, FL styled *Craig A. Marlowe v. Paul A. Leonard and Susan J. Leonard et. al.*, Case No. CA05-0186, consolidated with CA-06-719, includes one or more civil claims by Plaintiff against Defendant asserting causes of action and seeking remedies of 'quiet title' as to land areas within and without the recorded residential plat of Miramar ("Miramar")(the "Marlowe Lawsuit"); and

WHEREAS, both parties acknowledge and agree that the execution of and formation of all agreements in this Agreement depend on the formal, voted approval of the City Commission of the City of St. Augustine, Florida, without which approval this Agreement will have failed prior to execution, as a matter of law; and

WHEREAS, at present, and at all times material during the pendency of the Marlowe Lawsuit, Plaintiff has been the fee simple owner of certain parcels of land inside of the boundaries of the plat of Miramar, as they are recorded in the Official Records of St. Johns County, Florida ("Marlowe's Miramar Parcels"); and

WHEREAS, Plaintiff desires, and in the past has consistently exhibited the desire, to apply to the relevant government permitting agencies, including the Defendant's Planning and Zoning Board ("PZB"), and including the Florida Department of Environmental Protection ("DEP") for a permit for the construction of a 'long dock' from the shoreline of Hospital Creek (a navigable waterway) that is nearby to Marlowe's Miramar Parcels, to a location toward the channel of Hospital Creek that allows for the dockage of recreational watercraft; and

WHEREAS, Defendant desires that Plaintiff be eligible to apply for and receive a 'long dock' permit as just described, provided however, that Plaintiff complies with, and is found in compliance with, all requirements for a dock permit as are imposed or found necessary by the DEP and the PZB, as they act within their jurisdiction to consider dock permit applications; and

WHEREAS, all of Marlowe's Miramar Parcels are bounded on the north by East San Carlos Avenue, which is a public street, beneath which street there also runs a 24 inch

concrete drainage pipe that is part of the City's public utilities and sewer infrastructure;
and

WHEREAS, the north and south lines of East San Carlos Avenue measure to a 30 foot width of public street and public utility easement, and as those north and south lines are extended east into the waters of Hospital Creek, they form a riparian area or riparian lane which Plaintiff feels is the most suitable riparian area for Plaintiff's anticipated 'long dock' that will be the subject of Plaintiff's dock permit applications to DEP and the PZB;
and

WHEREAS, the City is without objection to the Plaintiff's usage of the 30 foot wide East San Carlos Avenue extension riparian area as the latitudinal area for Plaintiff's proposed long dock, provided however, that Plaintiff complies with, and is found in compliance with, all requirements for a dock permit as are imposed or found necessary by the DEP and the PZB, as they act within their jurisdiction to consider dock permit applications;
and

WHEREAS, Plaintiff agrees that, as Plaintiff goes about designing, applying for a permit for, and constructing an approved long dock within the East San Carlos Avenue extension riparian area, Plaintiff will not obstruct or create any physical structure that obstructs the outfall of or the City's maintenance access to the 24 inch utility pipe below the public street; and

WHEREAS, Defendant, to facilitate the Plaintiff's construction of a long dock after the Plaintiff has received the required permits, agrees to execute for Plaintiff's benefit a written license, allowing Plaintiff's long dock to use and occupy (with the long dock) those public City lands, whether submerged, marsh, or upland and shoreline, that the approved dock permit indicates; and

WHEREAS, with regard to that parcel of real property situated north and north-northeast of Marlowe's Miramar Parcels, named in the Marlowe Lawsuit as the Van Dyke Parcel, and having a St Johns County Property Appraiser Tax Id. No. of 191930-0010 (the "Van Dyke Parcel"), which Van Dyke Parcel is at present owned by the City of St. Augustine, Plaintiff agrees that no part of his as-designed, as-permitted, or as-constructed long dock using the East San Carlos Avenue extension riparian area will impact, touch, or cross the boundary of the Van Dyke Parcel; and

WHEREAS, Plaintiff and Defendant now wish to resolve all claims and causes of action between them pertaining to and currently or previously asserted in the Marlowe Lawsuit;

NOW, THEREFORE, in consideration of the mutual promises set forth herein, the parties now agree as follows:

1. DISMISSAL OF THE CITY FROM THE MARLOWE LAWSUIT

Plaintiff shall execute this Agreement and file and serve a voluntary dismissal of (a) all claims against the City, and (b) of the City as a party defendant, without prejudice to re-filing, within five (5) days of execution. Then, once this Agreement is executed by Defendant, Plaintiff shall enter, file, and serve upon Defendant a voluntary dismissal of (a) all claims against the City, and (b) of the City as a party defendant, with prejudice to re-filing.

2. APPROVAL BY THE CITY COMMISSION

Promptly upon the execution of this Agreement by Plaintiff, Defendant shall cause its attorneys and professional staff to present, as quickly as possible, this Agreement, to the City Commission of the City of St. Augustine, Florida, for its formal voted approval of the same.

If approval by the City Commission fails for any reason, the City agrees that this Agreement shall be considered null, and void ab initio, such that Plaintiff may, at his option, re-file his dismissed claim(s) discussed in Section 1, above, against the City, in a new legal proceeding, subject to all prevailing jurisdictional requirements as to choice of court and jurisdictional pleading requirements.

3. DOCK PERMIT APPLICATION

Following approval of this Agreement by the City Commission, Plaintiff may submit his dock permit application(s), subject to state and local legal requirements.

4. EAST SAN CARLOS AVENUE EXTENSION RIPARIAN AREA

As to Plaintiff's dock permit application(s), Defendant agrees to re-state for the certainty and information of any permit-issuing authority, Defendant's consent for Plaintiff's proposed 'long dock' to use and occupy the East San Carlos Avenue Extension Riparian Area (with a southern boundary defined by the Brandt Wilson & Associates survey with field date of September 29, 2005), provided however, that Plaintiff has first complied with and satisfied all requirements of the DEP and PZB as dock permit-issuing authorities, and also provided however, that Plaintiff's plans and construction of any 'long dock' does not obstruct the outfall area or maintenance access to the City's 24 inch pipe beneath the public street.

5. LICENSE TO USE AND OCCUPY CITY PUBLIC LANDS

Once Plaintiff's dock permit application(s) are issued, Defendant shall execute for Plaintiff a written license permitting the approved 'long dock' to use and occupy any City public lands that its approved design and measurements physically occupy, whether submerged, marsh, or upland and shoreline, provided however, that neither the license

nor the approval to use and occupy City public lands set forth herein shall apply to the Van Dyke Parcel. The area and boundaries of the Van Dyke Parcel are and shall be expressly excluded from any area which Plaintiff's long dock may touch, use, or occupy.

6. MUTUAL RELEASES OF LAWSUIT CLAIMS

Upon the full execution of this Agreement following voted approval by the City Commission, and the dismissal with prejudice required at Section 1, above, Plaintiff and Defendant shall each release, relieve, and forever discharge the other, and all predecessors, successors, transferees and assigns, and all of their respective past and present officers, employees, attorneys, agents, consultants, and experts, from any and all claims, demands, liabilities, obligations, causes of action, suits and costs, arising from or related to any fact, claim, or defense asserted within Marlowe Lawsuit, or that pertains in any way to Magnolia Estates, Marlowe's Miramar Parcels, or to the Van Dyke Parcel, or to any landform or submerged or marshy land in their vicinity, excepting only the terms, provisions, rights, obligations and covenants set forth in this Agreement.

7. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the parties hereto with regard to the contents herein. There are no oral, collateral, or supplemental agreements concerning the subject matter of this Agreement. This Agreement may not be altered, amended, modified, or otherwise changed in any respect or particular as to any other party except by a writing duly executed by each party hereto.

IN WITNESS WHEREOF, the parties execute this Agreement as of the date written below:

CRAIG A. MARLOWE, PLAINTIFF


By: [Signature]
Its: SALE

Date: 4/14/25


WITNESS 1: [Signature]
Print Witness Name: _____


WITNESS 2: [Signature]
Print Witness Name: David Burnett

CITY OF ST. AUGUSTINE, FL. DEFENDANT

By:  Nancy Sikes-Kline
Its: Mayor/Commissioner

Date: April 14, 2025

WITNESS 1: 
Print Witness Name: Darlene Galambos

WITNESS 2: 
Print Witness Name: Isabelle Lopez

28-50
TOWN BOOK

- LEGEND:
- △ - DENOTES CENTRAL ANGLE
 - R - DENOTES RADIUS
 - T - DENOTES TANGENT DISTANCE
 - L - DENOTES LENGTH OF ARC
 - CB - DENOTES CHORD BEARING
 - CD - DENOTES CHORD DISTANCE
 - CL - DENOTES CENTERLINE



MAY STREET
STATE ROAD A-1-A
RIGHT-OF-WAY VARIES
PAVED

MAP SHOWING A SPECIAL PURPOSE SURVEY OF
FOUR PARCELS OF LAND LYING NORTH OF
DUFURIN AVENUE AND SOUTH OF SAN CARLOS AVENUE,
LYING IN THE CITY OF ST. AUGUSTINE,
ST. JOHNS COUNTY, FLORIDA.

SURVEYORS REPORT:

THE RIGHT OF THE RIPARIAN OWNER TO CONTACT WITH WATER IS OF UTMOST IMPORTANCE. THE OWNER'S WATER BOUNDARY MUST BE AMBULATORY. THE CONCEPT OF A PERMANENT FIXED BOUNDARY DOES NOT APPLY TO RIPARIAN PROPERTY LINES. THE BOUNDARY IS WHERE IT IS AT A GIVEN MOMENT OF TIME, REGARDLESS OF THE DISADVANTAGE OF AN AMBULATORY BOUNDARY, THE NECESSITY OF CONTACT WITH WATER IS MORE IMPORTANT.

THE LIMITS OF THIS SURVEY WERE DETERMINED TO BE THE EASTERLY EXTENSION OF THE SOUTH RIGHT-OF-WAY LINE OF SAN CARLOS AVENUE AND THE EASTERLY EXTENSION OF THE NORTH RIGHT-OF-WAY LINE OF DUFURIN AVENUE. THESE STREETS BEING DEDICATED TO THE PUBLIC, WOULD GIVE THE PUBLIC RIPARIAN RIGHTS. THE DIFFERENCE IN PUBLIC RIGHTS IS THAT THEY ARE ONLY ENTITLED TO THE WIDTH OF THE DEDICATED RIGHT-OF-WAYS, THEY DO NOT SHARE IN RIGHTS TO EXCESS OR DEFICIENCIES.

DUE TO THE ANGLE OF THE CREEK IN RELATION TO THE PROPERTY LINE OF THE ADJUTING OWNERS THERE IS EXCESS FOOTAGE ALONG THE BANK OF HOSPITAL CREEK, THE RIPARIAN LINES BEING WIDER ALONG THE BANK OF HOSPITAL CREEK, USING THE APPORTIONMENT PROCEDURES FOR DETERMINING RIPARIAN RIGHTS. THE FRONTAGE ALONG THE CREEK IS DIVIDED, BASED ON THE EASTERLY FRONTAGE OF THE PARCELS, GIVING EACH PARTY AN EQUAL SHARE BASED ON THEIR FRONTAGE.

NOTES:

THIS IS NOT A BOUNDARY SURVEY. THIS IS A SPECIAL PURPOSE SURVEY TO SHOW RIPARIAN RIGHTS TO THE NAVIGABLE WATERS OF HOSPITAL CREEK. FIELD SURVEY MEASUREMENTS AND SCALING FROM AERIAL PHOTOGRAPHS WERE USED TO DETERMINE THE INFORMATION AS SHOWN.

NORTH IS ASSUMED, BASED ON THE SOUTH RIGHT-OF-WAY LINE OF SAN CARLOS AVENUE, REFERENCE BEARING AS SHOWN

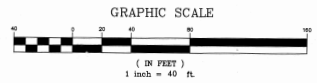
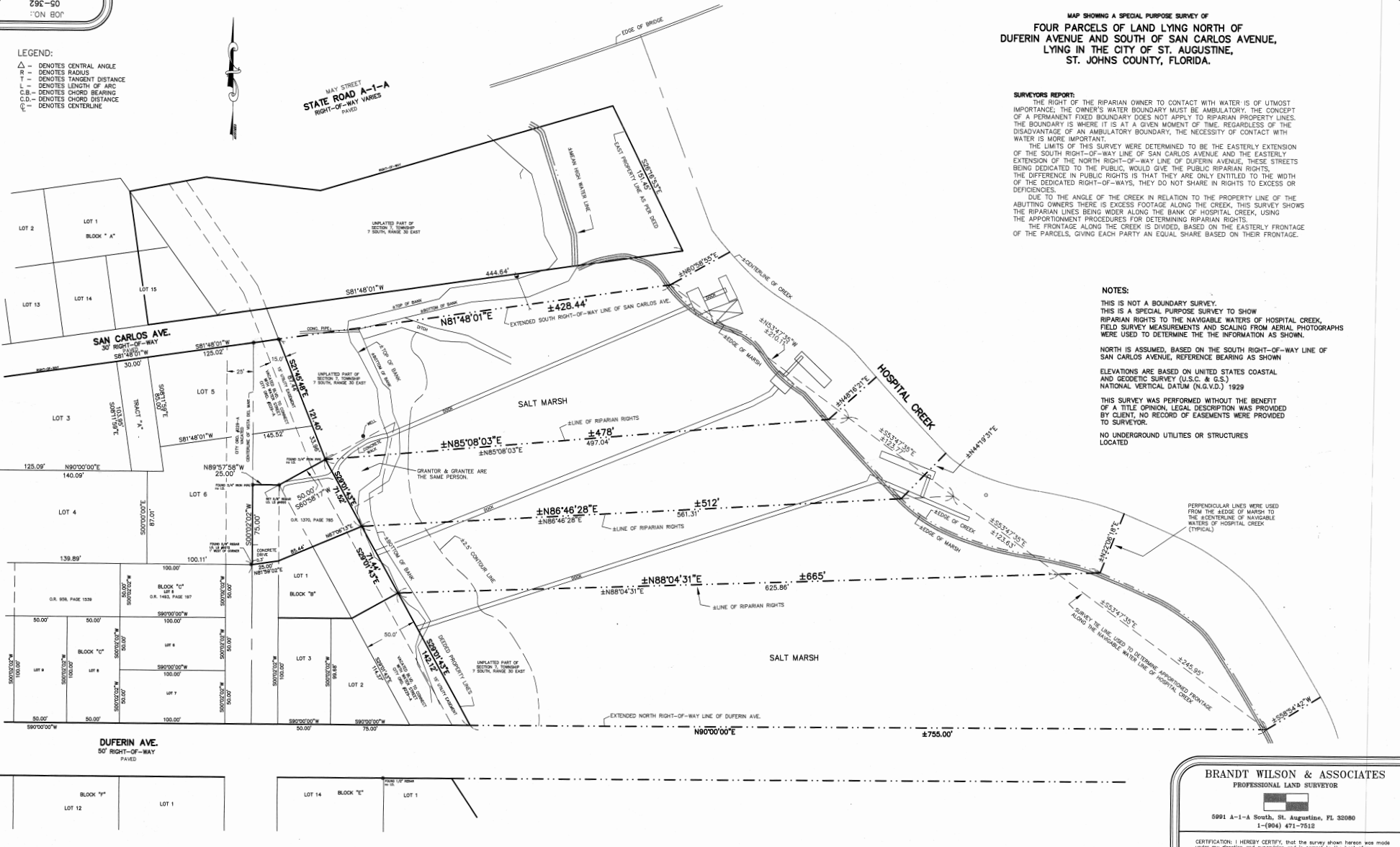
ELEVATIONS ARE BASED ON UNITED STATES COASTAL AND GEODETIC SURVEY (U.S.C. & G.S.) NATIONAL VERTICAL DATUM (N.G.V.D.) 1929

THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE OPINION, LEGAL DESCRIPTION WAS PROVIDED BY CLIENT, NO RECORD OF EASEMENTS WERE PROVIDED TO SURVEYOR.

NO UNDERGROUND UTILITIES OR STRUCTURES LOCATED

PERPENDICULAR LINES WERE USED FROM THE EDGE OF MARSH TO THE CENTERLINE OF NAVIGABLE WATERS OF HOSPITAL CREEK (TYPICAL)

SHADED AREA USED TO DETERMINE APPROXIMATE FRONTAGE ALONG THE NAVIGABLE WATER LINE OF HOSPITAL CREEK



FIELD BOOK 216 , PAGE(S) 23
FIELD DATE: 9/29/05
I HEREBY CERTIFY THIS SURVEY EXCLUSIVELY TO:
CRAG MARLOW

BRANDT WILSON & ASSOCIATES
PROFESSIONAL LAND SURVEYOR

5991 A-1-A South, St. Augustine, FL 32080
1-(904) 471-7515

CERTIFICATION: I HEREBY CERTIFY, that the survey shown herein was made under my direction and supervision and is correct to the best of my knowledge and belief and that it meets minimum technical standards as set forth in Chapter 61D02, Florida Administrative Code, pursuant to section 472.027, Florida Statutes.

Brandt Wilson
R. BRANDT WILSON, P.L.S. FL CERT. No. LS4690
Not valid without the signature and the original raised seal of a Florida licensed surveyor and mapper

DRAWN BY: BW	JOB NO.: 05-362
SCALE: 1" = 40'	SHEET NO. 1 OF 1

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: Craig Marlowe

Owner’s Signature: *Craig A Marlowe*

dotloop verified
03/17/26 2:23 PM EDT
VD4Q-JIIN-FW5X-8G9X

**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	1920350050
Location Address	SAN CARLOS AVE SAINT AUGUSTINE 32084-0000
Neighborhood	Magnolia Estates (600.02)
Tax Description*	51/21-23 MAGNOLIA ESTATES LOT 5 OR2144/1796(Q/C) & 1798 & 2907/1025 <i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Vacant Residential (0000)
Subdivision	Magnolia Estates
Sec/Twp/Rng	7-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.260
Homestead	N

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



Owner Information

Owner Name	Marlowe Craig A 100%
Mailing Address	3069 SUNSET LANDING DR JACKSONVILLE, FL 32226-4445

Map



Valuation Information

Assessed Year	2026
Building Value	\$0.00
Extra Features Value	\$0.00
Total Land Value	\$168,725.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
Just Market	\$168,725.00
Total Deferred	\$69,127.00
Assessed Value	\$99,598.00
Total Exemptions	
Taxable Value	\$99,598.00

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

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	\$0	\$0	\$168,725	\$0
2024	\$0	\$0	\$168,725	\$0
2023	\$0	\$0	\$74,830	\$0
2022	\$0	\$0	\$74,830	\$0
2021	\$0	\$0	\$66,812	\$0
2020	\$0	\$0	\$66,812	\$0
2019	\$0	\$0	\$66,812	\$0
2018	\$0	\$0	\$66,812	\$0
2017	\$0	\$0	\$53,450	\$0
2016	\$0	\$0	\$48,600	\$0
2015	\$0	\$0	\$48,600	\$0

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Vacant Residential	0	0	1	UT	\$168,725

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
11/4/2016	11/3/2016	\$0.00	QUIET TITLE	4281	1729	U	V	ST AUGUSTINE NORTH BEACH & TOLL BRIDGE CO	MARLOWE CRAIG A
	2/29/2008	\$0.00	COURT ORDER	3050	1696	U	V	MARLOWE CRAIG A	MARLOWE CRAIG A
	3/30/2007	\$100.00	WARRANTY DEED	2907	1025	U	V	DAVIS RICHARD J,DEBORAH M	R & D DAVIS PROPERTIES LLC
	2/26/2004	\$143.00	QUIT CLAIM DEED	2149	1796	U	V	HENDRY HAROLD JR	MARLOWE CRAIG A
	2/25/2004	\$925,000.00	WARRANTY DEED	2144	1798	Q	V	HENDRY HAROLD JR	MARLOWE CRAIG A

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

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.
[| User Privacy Policy](#) | [GDPR Privacy Notice](#)
 Last Data Upload: 3/18/2026, 3:47:55 AM

Contact Us




Attachment 4:
Supplemental Information

Marlowe Dock

San Carlos Ave.
St. Augustine, FL 32084
Parcel No. 1920350050
Figure 1

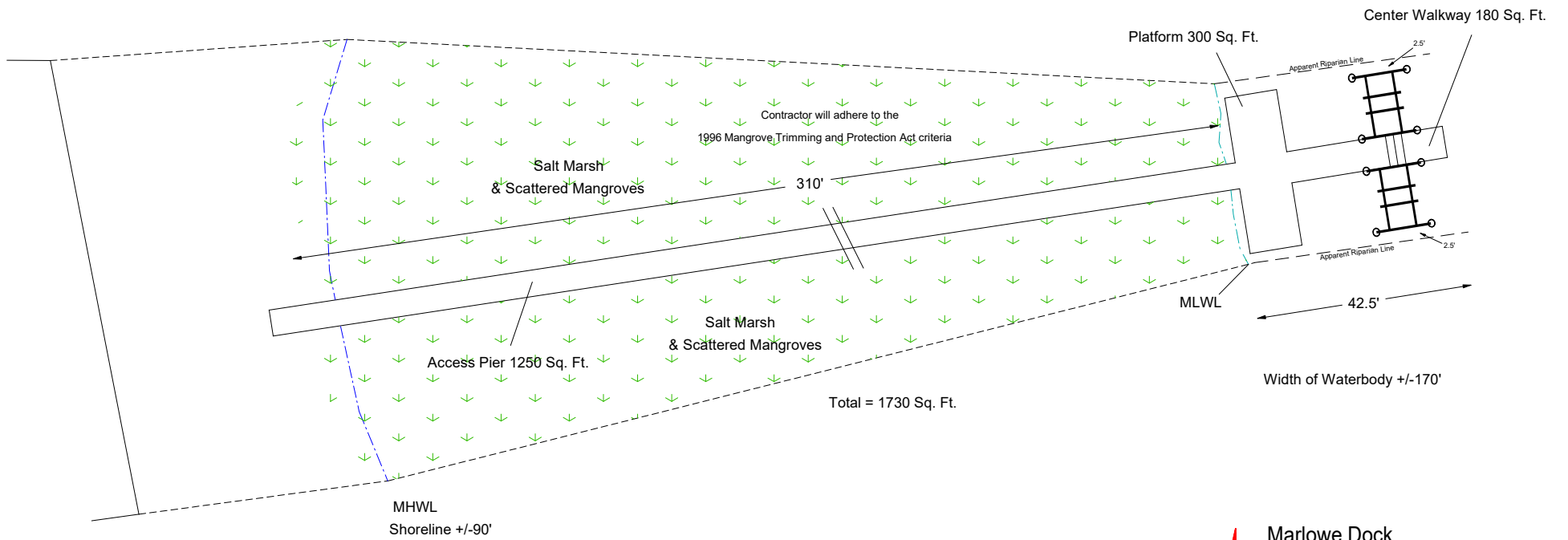
Legend

-  Project Location

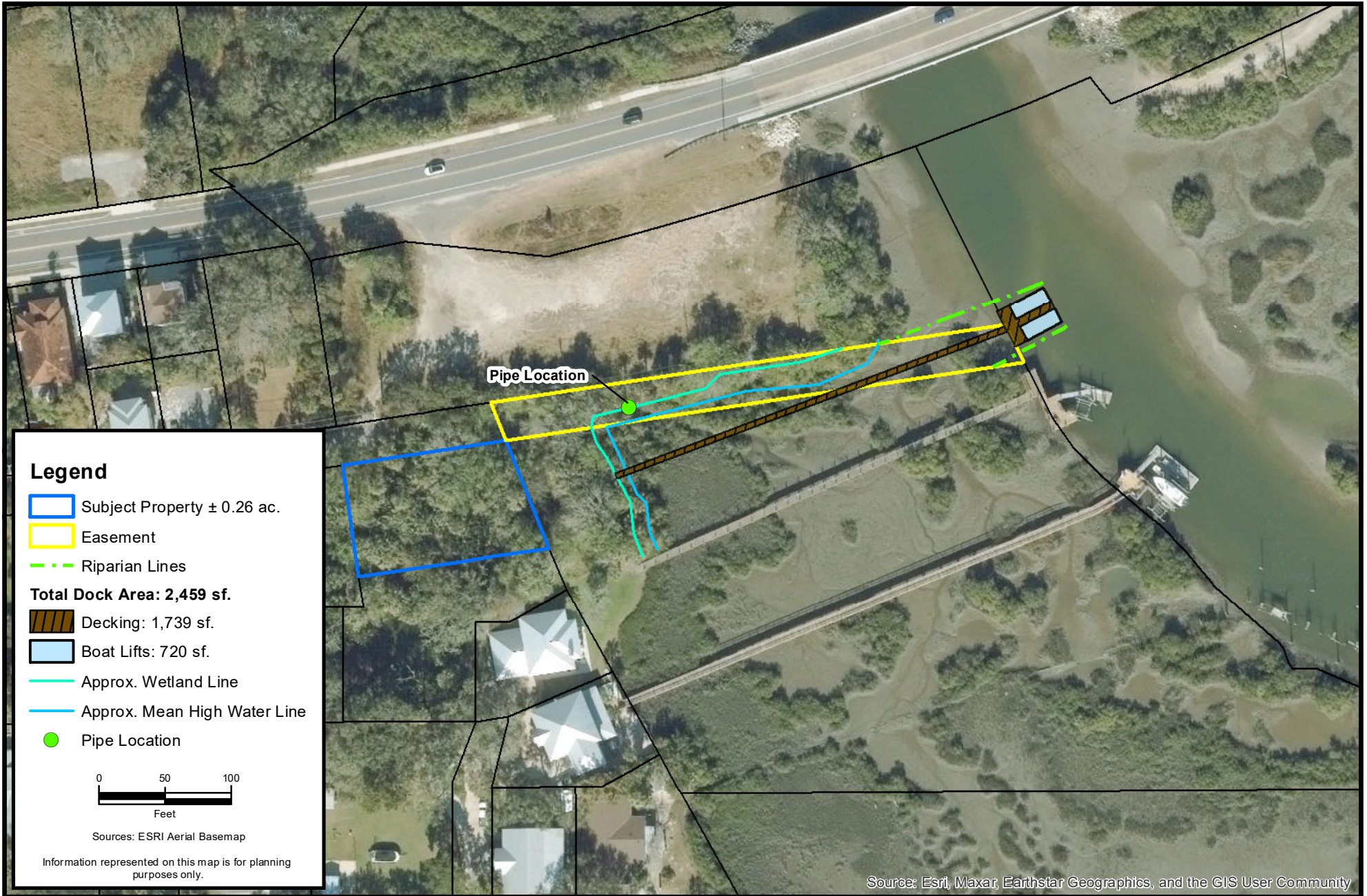


 Project Location

HISTORIC DISTRICT



Marlowe Dock
 San Carlos Ave.
 St. Augustine, FL 32084
 Parcel No. 1920350050
 Figure 2



CARTER ENVIRONMENTAL SERVICES, INC.



42 Masters Drive
St. Augustine, FL 32084
904-540-1786

www.carterenv.com

Proposed Dock Alignment

Marlowe Dock



Project: 5.26101


St. Augustine, FL

Date: Mar 26 2026


Figure:


2a


Legend

 Easement

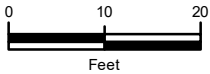
Total Dock Area: 2,459 sf.

 Decking: 1,739 sf.

 Boat Lifts: 720 sf.

 Approx. Mean High Water Line

 Riparian Lines

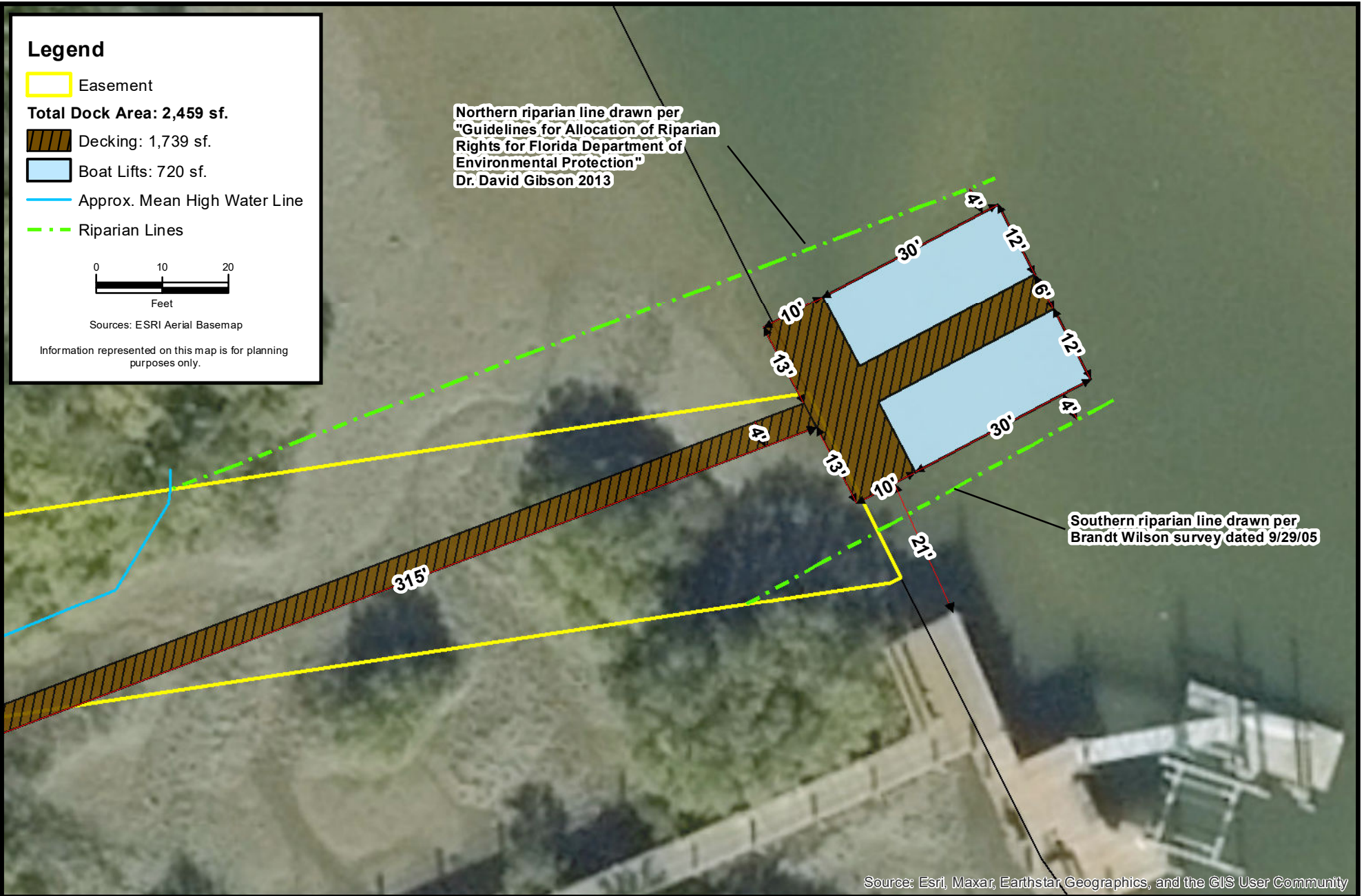


Sources: ESRI Aerial Basemap

Information represented on this map is for planning purposes only.

Northern riparian line drawn per "Guidelines for Allocation of Riparian Rights for Florida Department of Environmental Protection" Dr. David Gibson 2013

Southern riparian line drawn per Brandt Wilson survey dated 9/29/05



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

CARTER ENVIRONMENTAL SERVICES, INC.



42 Masters Drive
St. Augustine, FL 32084
904-540-1786

www.carterenv.com

Proposed Dock Dimensions

Marlowe Dock

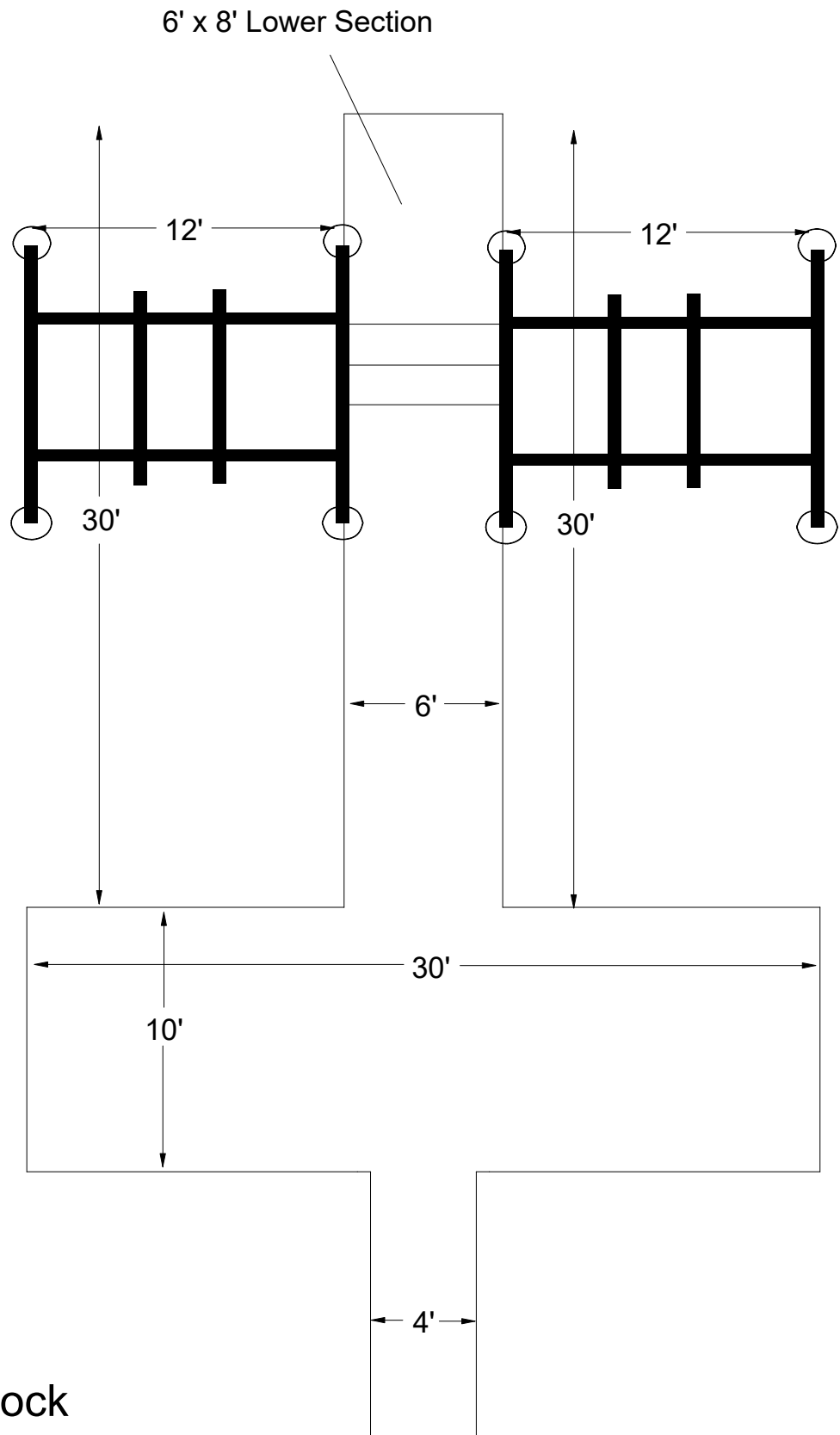
Project: 5.26101

St. Augustine, FL

Date: Mar 26 2026

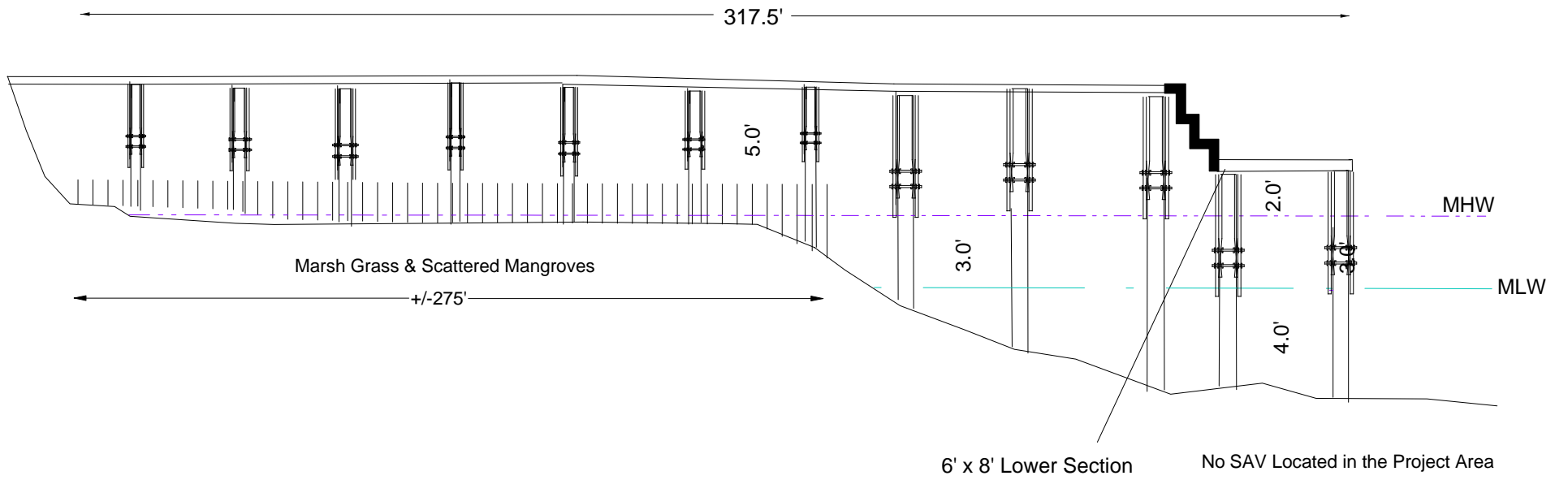
Figure: **2b**





Marlowe Dock
 San Carlos Ave.
 St. Augustine, FL 32084
 Parcel No. 1920350050
 Figure 3

Marlowe Dock
San Carlos Ave.
St. Augustine, FL 32084
Parcel No. 1920350050
Figure 4



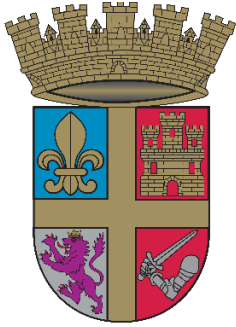
Planning and Zoning Board
City of St Augustine
St Augustine, Florida

Paul Leonard
5 Indian Mound Dr
St Augustine, Florida 32084

RE: PZB2026-0020 Eason Huntley Dock Proposal

I have reviewed the dock proposal for PZB2026-0020. I am in favor of this application. I am the neighbor directly to the south of Eason. This dock will be 21 ft from mine at its closest point and this meets the agreement established last year.

Paul Leonard



Planning and Zoning Board

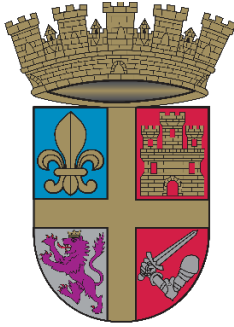
Planning Division Memorandum
Planning and Building Department

TO: Planning and Zoning Board

DATE: April 7, 2026

SUBJECT: PZB 2026-0027
5 N Whitney St.

The applicant has requested a **CONTINUATION** to the May 5, 2026, meeting.



Planning and Zoning Board

Planning Division Memorandum
Planning and Building Department

TO: Planning and Zoning Board

DATE: April 7, 2026

SUBJECT: PZB 2026-0031
500 Anastasia Blvd.

The applicant has requested a **CONTINUATION** to the May 5, 2026, meeting.



Planning and Zoning Board

Planning Division Staff Report
 Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
April 7, 2026	7.f.	PZB2026-0023
Request	Address	Parcel ID
Conservation Overlay Zone Development	117 Inlet Drive	213919-0010

Site & Background Information

Applicant: Ryan Carter
 c/o Carter Environmental Services

Owner: Richard and Tracey Hardy

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

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

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

Acreage: 1.18

Neighborhood: North Davis Shores

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 117 Inlet Drive. The approval of this application would allow for a dock extension of fifty-five (55) feet and one additional boat lift.

Staff Analysis

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

Comprehensive Plan Element	Goal, Policy, or Objective	Staff Analysis
Future Land Use		
Historic Preservation		
Conservation and Coastal Management	<p>Policy 2.1.1</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 CONSISTENT with Policy 2.1.1.</p>
	<p>Policy 2.1.3</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>The dock is extension is six feet above MHW and the floating dock at water level and should not impact scenic vistas and are CONSISTENT with policy 2.1.3 (12) impacts on scenic vistas.</p>
Recreation and Open Space		
Transportation and Mobility		
Housing		
Infrastructure		

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

117 Inlet Drive has an existing single-family home, pool, bulkhead, and dock within the North Davis Shores neighborhood. The applicant is proposing to modify the existing dock with an extension and floating 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.

117 Inlet Drive is a waterfront lot adjacent to the mouth of Salt Run. The lot has approximately 227 feet of shoreline of brackish marsh. The existing dock is approximately 284 feet long and is requesting an additional 55 feet including a boat lift. The lot is within COZ zones 1, 2, and 3. The proposed project is within COZ 1 and 2.

(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 states:

Soil and erosion control may be necessary during construction, such as turbidity barriers, but impacts will be temporary and no long-term erosional impacts will take place.

(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. The [Marine Resources Geographic Information System \(MRGIS\)](#) indicate salt marsh habitat and oyster beds to the south of the property. NOAA Marine Protected Areas are contained on the eastern boundary of Salt Run.

(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 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 55 x 36 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 dock height will be six feet above mean high water and the boat lift will be low-profile or no-profile and not exceed 12,000 pounds and appear 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
Planning Manager
Planning and Building Department

**Attachment 1:
Site Maps
and Photos**



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

Future Land Use

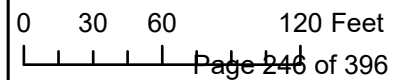
City of St. Augustine

117 Inlet Dr.

Legend

- Open Land
- Recreation / Open Space
- Residential Low Density
- Residential Medium Density

Scale: 1:1,000





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

Zoning Map

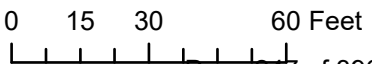
City of St. Augustine

117 Inlet Dr.

Legend

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

Scale: 1:504

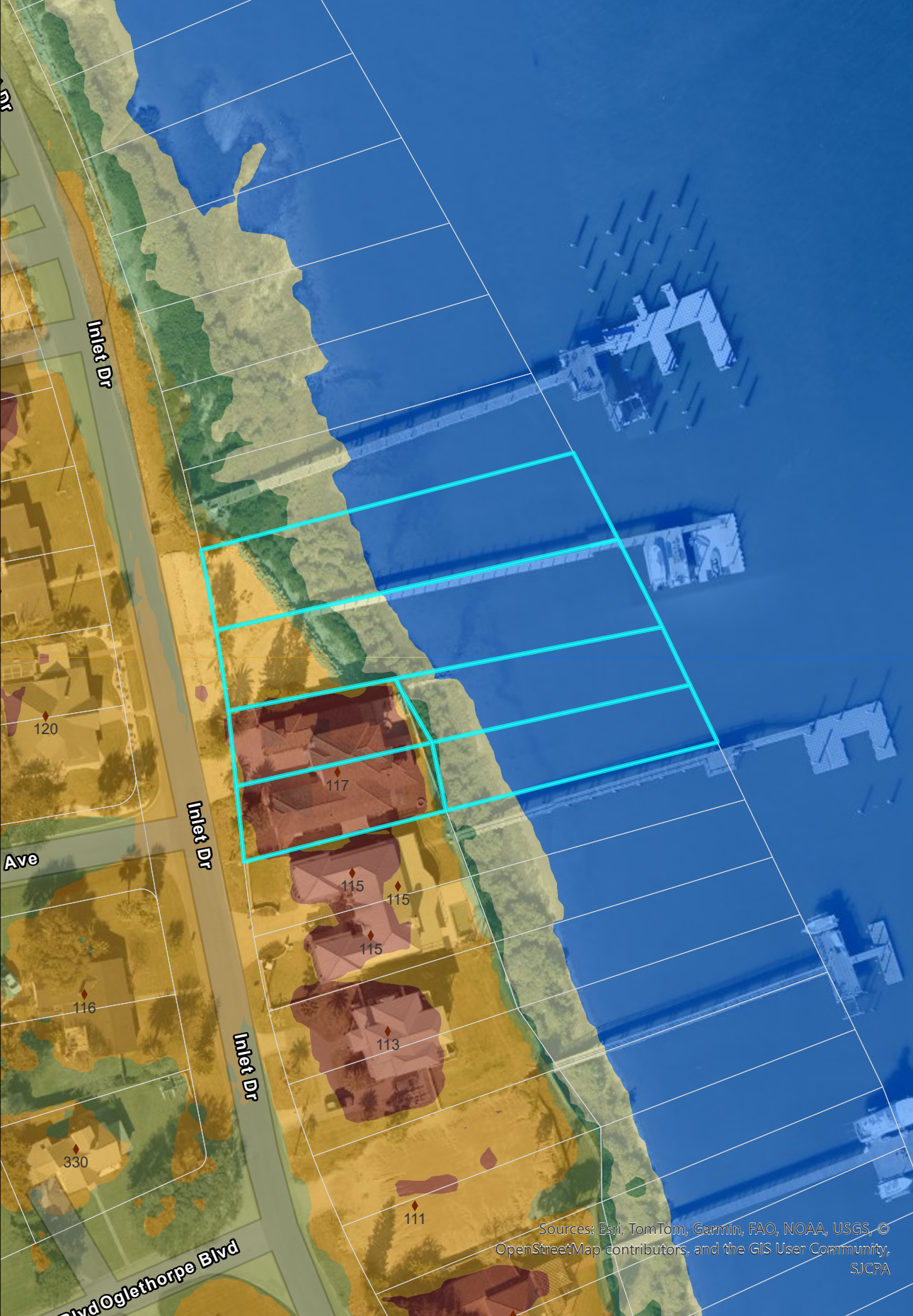


Legend

DEM2018

Value

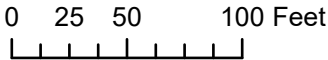
- 23.451 to 0
- 0 to 2
- 2 to 4
- 4 to 6
- 6 to 8
- 8 to 10
- 10 to 15
- 15 to 25
- 25 to 50
- 50 to 155



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

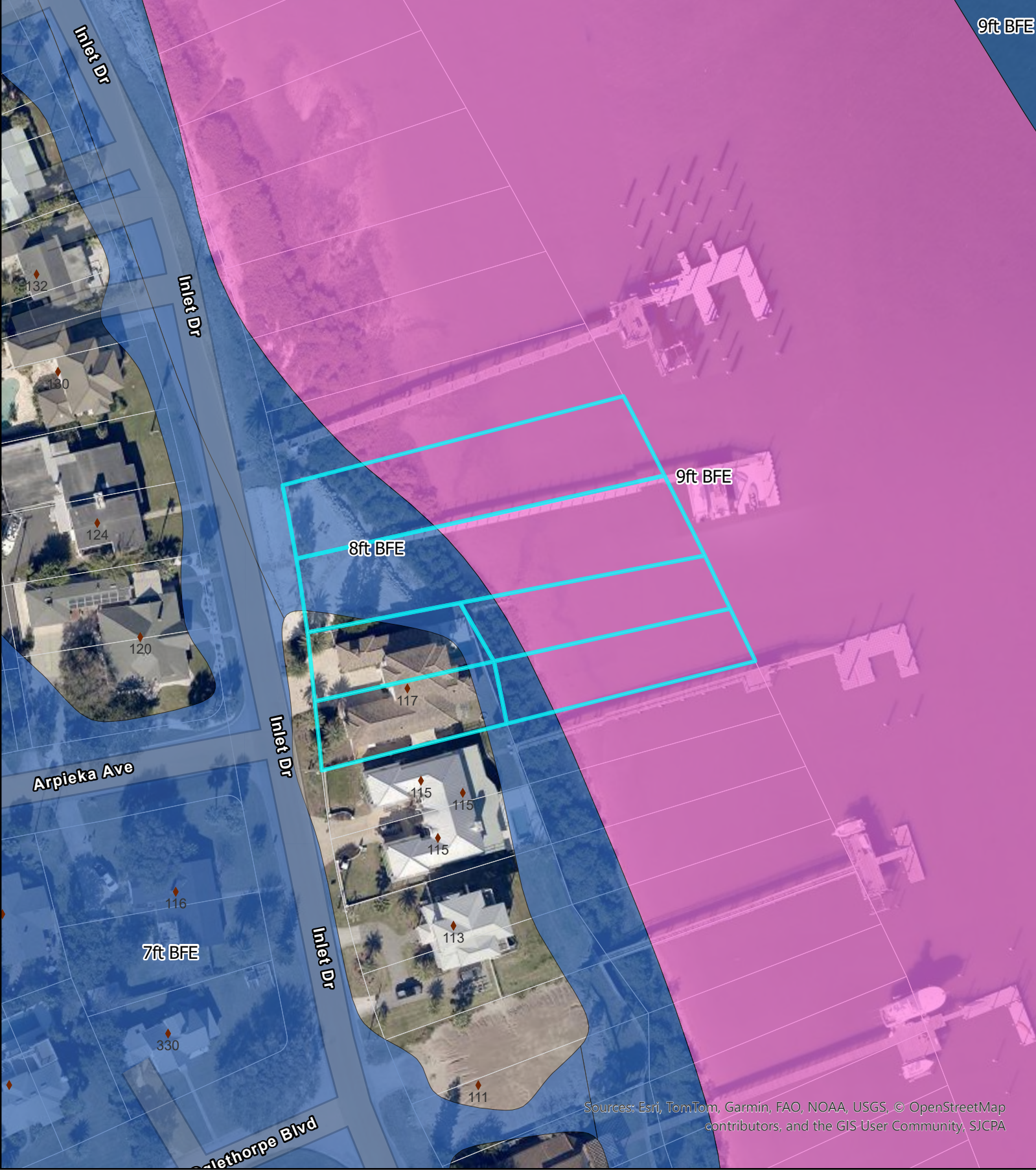


Digital Elevation Model DEM 2018
City of St. Augustine
117 Inlet Dr.
Source: 2018 FDEM LiDAR Project



Scale: 1:1,000

9ft BFE



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

FEMA Flood Zones

City of St. Augustine

117 Inlet Dr.

Legend

Flood Zone

AE

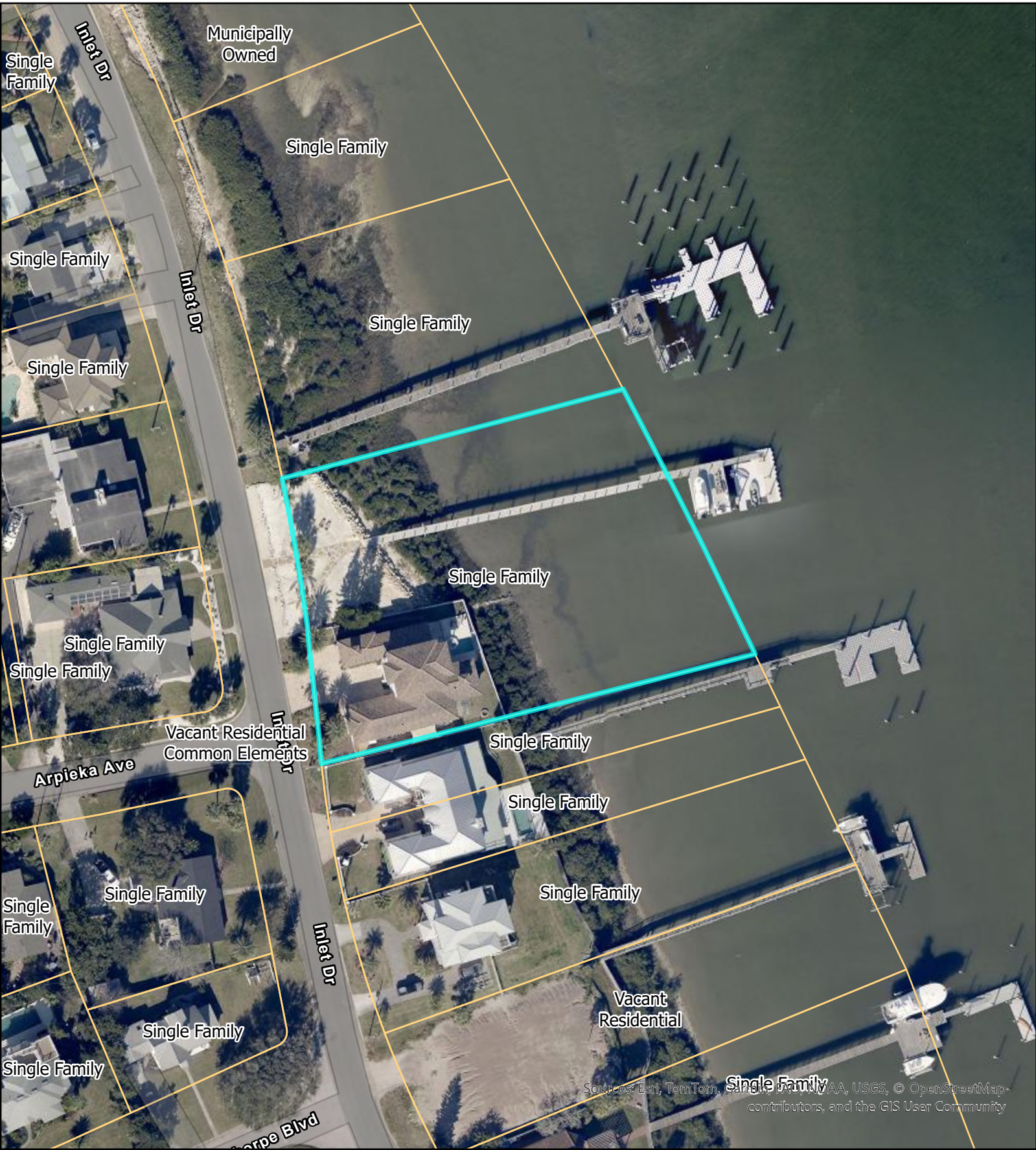
VE

Scale: 1:1,000



0 35 70 140 Feet

Page 249 of 396



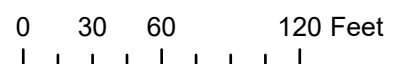
Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

St Johns County Property Appraiser
Use Classification
City of St. Augustine
 117 Inlet Dr.

Legend

 ParcelInfo

Scale: 1:1,000



117 Inlet Dr.



12/13/2025

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: Ryan Carter Contact Number: 904-540-1786
 Business (if applicable): Carter Environmental Services
 Address: 42 Masters Drive City: St. Augustine State: FL Zip: 32084
 E-Mail Address: Ryan@carterenv.com

2. NAME OF PROPERTY OWNER: Richard L & Tracey Y Hardy Contact Number: 904-501-0200
 Business (if applicable): _____
 Address: 117 Inlet Drive City: St. Augustine State: FL Zip: 32080
 E-Mail Address: rlhardy@thehardygroup.com

3. LEGAL DESCRIPTION OF PROJECT PROPERTY:
 Lot: 1 & 2; 87 & 88 Block: 1
 Subdivision: El-Char Parcel Number: 2139190010

4. PROJECT STREET ADDRESS: 117 Inlet Drive

5. SPECIFIC PROPOSED USE: Proposed dock extension

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

7. DESCRIPTION OF ACTION REQUESTED: A dock extension of +/- 55', and one additional boat lift

8. JUSTIFICATION FOR ACTION REQUESTED: The purpose of the dock extension is to reach deeper water and to add a second boat lift.

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.



7-8-24

Signature of Applicant

Date



7-8-24

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.

Ryan Carter

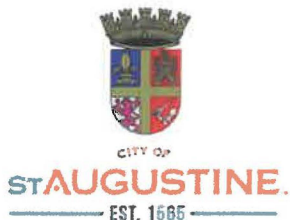
Print name of applicant

A handwritten signature in black ink that reads "Ryan Carter".

Signature of applicant

7-8-24

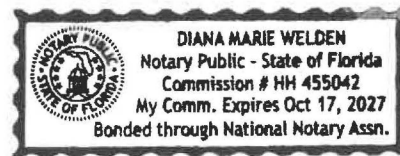
Date



Owner's Authorization For Agent

Carter Environmental Services is/are hereby authorized TO ACT ON BEHALF OF Richard Hardy, 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
Richard Hardy
Print Name of Owner
904-501-0200
Telephone Number



State of Florida

County of St. Johns

Signed and sworn before me on this 8 day of July, 2024.

By Diana M Welden

Identification verified:

Oath sworn: Yes No

Notary Signature: 

My Commission expires: 10/17/27

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.

117 Inlet Drive

Project Address: _____

Ryan Carter

Applicant’s Name: _____ Applicant’s Signature: _____

Richard Hardy

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

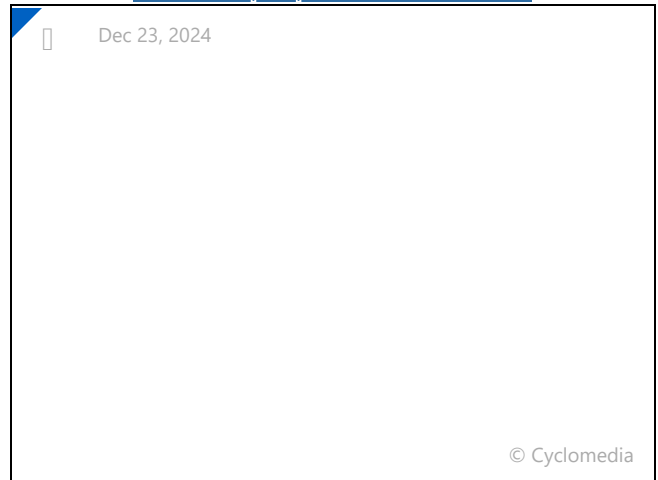
2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID 2139190010
Location 117 INLET DR
Address SAINT AUGUSTINE 32080-0000
Neighborhood Davis Shores (ICWFR) (590.05)
Tax Description* 12-39 EL CHAR SUB LOTS 1 & 2 & 3-97 DAVIS SHORES LOTS 87 & 88
 BLK 1 OR4151/1414(T/R) & 4777/572
**The Description above is not to be used on legal documents.*
Property Use Code Single Family (0100)
Subdivision El-Char Subdivision
Sec/Twp/Rng 17-7-30
District City of St Augustine (District 452)
Millage Rate 19.5552
Acreage 1.180
Homestead Y

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



Owner Information

Owner Name Hardy Richard L,Tracey Y 100%
 Hardy Tracey Y 100%
Mailing Address 117 INLET DR
 SAINT AUGUSTINE, FL 32080-3812

Exemption Information

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

Map



Valuation Information

Assessed Year	2026
Building Value	\$716,509.00
Extra Features Value	\$66,812.00
Total Land Value	\$1,399,125.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
Just Market	\$2,182,446.00
Total Deferred	\$535,044.00
Assessed Value	\$1,647,402.00
Total Exemptions	\$51,411.00
Taxable Value	\$1,595,991.00

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

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	\$743,355	\$70,111	\$1,332,500	\$0
2024	\$697,896	\$73,408	\$1,332,500	\$0
2023	\$705,018	\$36,708	\$934,175	\$0
2022	\$647,629	\$55,565	\$720,474	\$0
2021	\$535,890	\$55,565	\$614,900	\$0
2020	\$541,415	\$56,776	\$614,900	\$0
2019	\$517,359	\$48,894	\$586,520	\$0
2018	\$522,585	\$50,038	\$586,520	\$0
2017	\$0	\$25,919	\$586,520	\$0
2016	\$0	\$25,919	\$586,520	\$0
2015	\$0	\$25,919	\$586,520	\$0

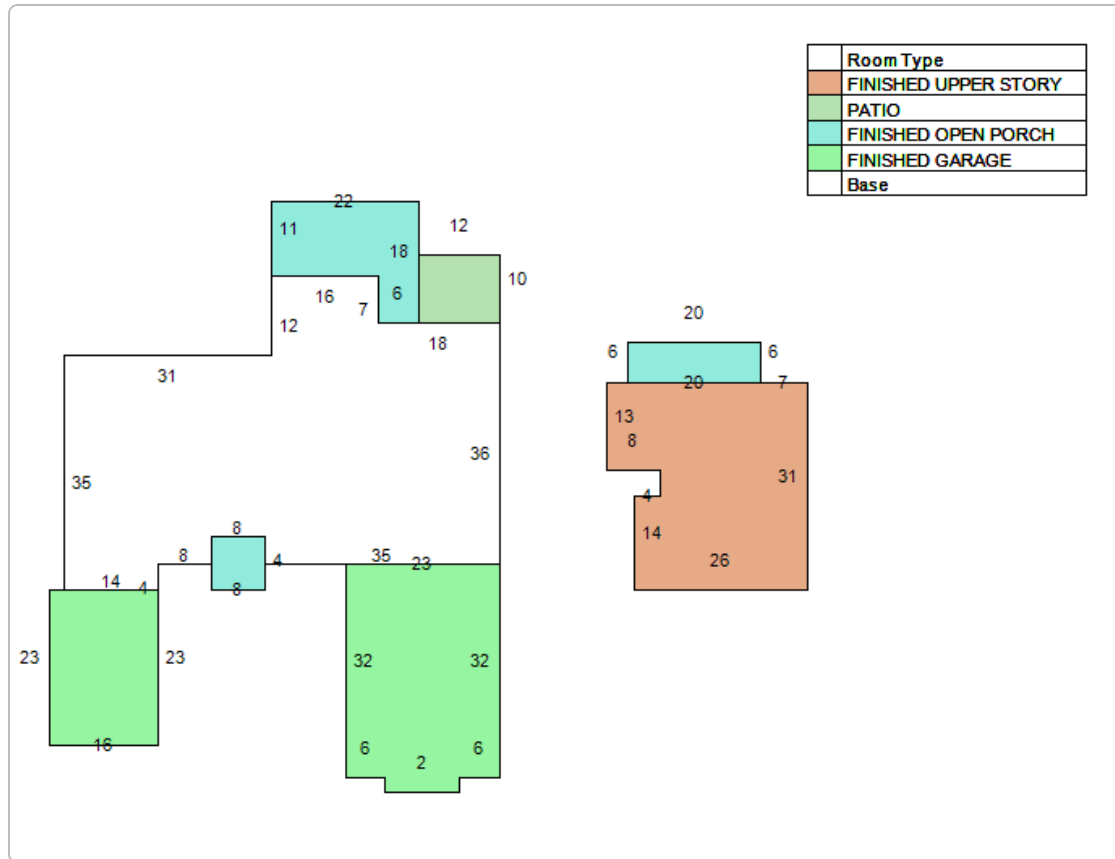
Building Information

Building	1	Roof Cover	Concrete Tile
Building Value	\$716,509	Roof Structure	Gable Hip
Year Built	2017	Interior Flooring	Carpet, Ceramic Tile
Actual Area	4877	Interior Wall	Drywall
Conditioned Area	3163	Heating Type	Air Duct
Use	Single Family Residence	Air Conditioning	Central
Style	01	Bedrooms	4
Exterior Wall	Stucco	Baths	5

Description	Square Footage
BASE AREA	2321
FINISHED GARAGE	368
FINISHED GARAGE	758
FINISHED OPEN PORCH	284
PATIO/SLAB	120
FINISHED OPEN PORCH	64
FINISHED UPPER STORY	842

Description	Square Footage
FINISHED OPEN PORCH	120
Total SqFt	4877

Sketch Information



Extra Feature Information

Code Description	Status	Value
Bulkhead - Excellent (Mix)		9639
Masonry Wall (Mix)		576
Pool - Low (RES)		15000
Spa / Hot Tub (Mix)		5625
Masonry Wall (Mix)		2857
Boat Dock - Average (Mix)		26847
Boat Lift - Average (Mix)		1300
Masonry Wall (Mix)		4968

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Single Family	86	130	86	FF	\$1,173,900
Single Family	110	0	110	FF	\$225,225

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
8/13/2019	8/12/2019	\$100.00	WARRANTY DEED	4777	572	U	I	COLLINS J RUSSELL TRUSTEE	HARDY RICHARD L,TRACEY Y
2/19/2016	2/19/2016	\$675,000.00	TRUSTEES DEED	4151	1414	Q	V	TEDESCO TED REVOC TRUST	HARDY RICHARD L,TRACEY Y
11/14/2011	11/8/2011	\$100.00	WARRANTY DEED	3493	1193	U	V	TEDESCO ANN REV TRUST	TEDESCO TED REVOC TRUST
2/28/2011	12/17/2009	\$0.00	DEATH CERTIFICATE	3412	1604	U	V	TEDESCO ANN MARIE (DECD 12/17/09)	TEDESCO TED REVOC TRUST ETAL
11/5/2009	11/3/2009	\$100.00	WARRANTY DEED	3256	238	U	V	TEDESCO ANTHONY R,ANN C	TEDESCO TED REVOC TRUST & TEDESCO ANN REV TRUST (T
	5/19/2009	\$100.00	CERTIFICATE OF TITLE	3195	1924	U	V	RANDALL D W,JULIE / BY SJC COCC	TEDESCO ANTHONY R,ANN C
	5/25/2001	\$310,000.00	TRUSTEES DEED	1610	1513	Q	I	COLLIER ELWOOD T SR TRUSTEE	RANDALL D W,JULIE

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

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: 3/18/2026, 3:47:55 AM





Contact Us

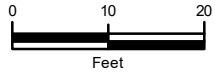


Attachment 4:
Supplemental Information

Legend

Total Dock Area: 4,158 sf.

-  Decking: 2,211 sf.
-  Floating Dock: 930 sf.
-  Gangway: 57 sf.
-  Boat Lifts: 960 sf.



Sources: ESRI Aerial Imagery

Information represented on this map is for planning purposes only.



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

CARTER ENVIRONMENTAL SERVICES, INC.
 42 Masters Drive
 St. Augustine, FL 32084
 904-540-1786
www.carterenv.com

Proposed Dock Dimensions		
117 Inlet Drive		
Project:	5.17054	St. Augustine, Florida
		Date: Mar 18 2026




Figure: **5**



September 5, 2024

Ryan Carter
c/o Carter Environmental Services
42 Masters Drive
St. Augustine, FL 32084

Re: Conservation Overlay Zone Development –
117 Inlet Drive, St. Augustine, FL, 32080 - PZB2024-0059

Dear Mr. Carter,

On September 3, 2024, the Planning and Zoning Board (PZB) met and discussed your application to approve the extension of an existing dock, construct a boat lift and add rip rap to shoreline within Conservation Overlay Zone 1 & 2, for property located at 32 Mulberry Street.

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

The Conservation Overlay Zone Development must be exercised within a period of one (1) year from the date of approval. Failure to exercise the Conservation Overlay Zone Development, by commencement of the use or action approved, shall render the Conservation Overlay Zone Development invalid.

Please contact the Planning and Building Department at (904) 825-1065 for the proper permits, fees and requirements to proceed with your project in accordance with the Planning and Zoning Board's decision.

Sincerely,

Amy Skinner, AICP
Director, Planning & Building

AS:sp
Attachment

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

BEFORE THE
PLANNING AND ZONING BOARD FOR THE
CITY OF ST. AUGUSTINE, FLORIDA

TYPE OF REQUEST:

- | | |
|---|--|
| <input type="checkbox"/> Appeal (28-29) | <input type="checkbox"/> Preliminary Subdivision Plat Approval (23-38) |
| <input checked="" type="checkbox"/> Conservation Overlay Zone Development (11-29) | <input type="checkbox"/> PUD Modification/Amendment (28-30) |
| <input type="checkbox"/> Use by Exception (28-29) | <input type="checkbox"/> Rezoning (28-30) |
| <input type="checkbox"/> Final Development Plan (____) | <input type="checkbox"/> Variance (28-29) |
| <input type="checkbox"/> Land Use Plan Amendment (28-30) | <input type="checkbox"/> Other (____) |

IN THE MATTER OF:

Case No.: PZB2024-0059
Applicant: Ryan Carter c/o Carter Environmental Services
Owner: Richard L & Tracey Y Hardy
Address: 117 INLET DR, Saint Augustine, FL, 32080
Parcel Number: 2139190010

Re: Conservation Overlay Zone Development, pursuant to Section 11-29, City of St. Augustine Code, To approve the extension of an existing dock, construct a boat lift and add rip rap to shoreline within Conservtion Overlay Zones 1 & 2.

THE PLANNING AND ZONING BOARD HAS HEARD TESTIMONY AND EXAMINED EVIDENCE AT A PUBLIC HEARING HELD ON TUESDAY, SEPTEMBER 3, 2024, 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 and/or representative was present at the Tuesday, September 3, 2024, Planning and Zoning 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 land use designation of Residential Medium Density, and a zoning classification of Residential general-one (RG-1).
4. The above-described Conservation Overlay Zone Development is subject to Section 11-29 of the Code of the City of St. Augustine.

Attachment 1
Overlay Zone Application Narrative

**117 Inlet Drive
Overlay Zone Development Application Supplement
March 2026**

This narrative is intended to supplement the Conservation Overlay Zone Development for a proposed dock modification.

Two modifications are requested to the existing dock: 1) to extend the dock to reach deeper water, and 2) to add an additional boat lift. The existing dock is proposed to be lengthened 55' water ward. The lift, terminal platform, gangway and floating dock will all be relocated. An additional boat lift will also be added. Both lifts will be low profile deck lifts. The purpose of the relocation waterward is to reach a greater depth. The depth at the end of the existing boat lift is 3.5'. The extension will allow the dock to reach -6' at mean low water, at the end of the dock, and 4.5 to 5.5 feet under the proposed lifts.

The construction proposed in this application would occur on lands located within Conservation Overlay Zones 1 and 2, as defined in Section 11-27 of the City Code. Section 11-29(a) of the Code sets forth certain criteria for structures located within Conservation Overlay Zones. The applicant has complied with each of those criteria, as detailed below:

1. *The proposed works will have a benefit to the public as a whole.*

The proposed works are on private property. Public benefits may also be economically-related through construction activities and marine/boating related purchases

2. *The works will have no significant negative impact on natural systems (including adjacent salt marshes and the vegetative communities contained therein), by either individual or cumulative effect.*

The dock is already existing, and the existing access pier traverses +/- 39' of salt marsh. This vegetation is in good condition and has not been shaded. Proposed work on the dock only relates to the waterward end of the dock. All dock modification work will be located over open water.

3. *The proposed structures will not block or disrupt any vista or scenic opportunities.*

The proposed dock modifications will be the same height as the existing dock. The additional boat lift will be the same height as the

**117 Inlet Drive
Overlay Zone Development Application Supplement
March 2026**

This narrative is intended to supplement the Conservation Overlay Zone Development for a proposed dock modification.

Two modifications are requested to the existing dock: 1) to extend the dock to reach deeper water, and 2) to add an additional boat lift. The existing dock is proposed to be lengthened 55' water ward. The lift, terminal platform, gangway and floating dock will all be relocated. An additional boat lift will also be added. Both lifts will be low profile deck lifts. The purpose of the relocation waterward is to reach a greater depth. The depth at the end of the existing boat lift is 3.5'. The extension will allow the dock to reach -6' at mean low water, at the end of the dock, and 4.5 to 5.5 feet under the proposed lifts.

The construction proposed in this application would occur on lands located within Conservation Overlay Zones 1 and 2, as defined in Section 11-27 of the City Code. Section 11-29(a) of the Code sets forth certain criteria for structures located within Conservation Overlay Zones. The applicant has complied with each of those criteria, as detailed below:

1. *The proposed works will have a benefit to the public as a whole.*

The proposed works are on private property. Public benefits may also be economically-related through construction activities and marine/boating related purchases

2. *The works will have no significant negative impact on natural systems (including adjacent salt marshes and the vegetative communities contained therein), by either individual or cumulative effect.*

The dock is already existing, and the existing access pier traverses +/- 39' of salt marsh. This vegetation is in good condition and has not been shaded. Proposed work on the dock only relates to the waterward end of the dock. All dock modification work will be located over open water.

3. *The proposed structures will not block or disrupt any vista or scenic opportunities.*

The proposed dock modifications will be the same height as the existing dock. The additional boat lift will be the same height as the

existing boat lift (low profile). Thus, the proposed structures would not block and scenic vistas.

4. *The proposed works will enhance vistas and scenic opportunities for the benefit of the public as a whole.*

No change in scenic vista is anticipated.

Applications for development in Conservation Overlay Zones are to be evaluated according to certain criteria set forth in Section 11-29(c) of the City Code. The owner has complied with each of those criteria, as detailed below:

1. *Site specific conditions.*

This is an existing residential neighborhood in Davis Shores with homes along Inlet Drive, and Salt Run. The subject property is developed to the extent that there is an existing dock, landscaping and a residence on the property. The property has an existing seawall/bulkhead with rip-rap.

2. *The site's relationship to adjacent properties, bodies of water and surrounding conservation zones.*

The property is adjacent to residential development to the north, south and west. Salt Run is located to the east. The proposed works are within Conservation Overlay Zones 1 and 2.

3. *Natural and proposed drainage patterns.*

Normal drainage flows east towards Salt Run. The proposed works will not alter existing drainage patterns.

4. *Effect of point and non-point discharge in the marine environment.*

Point and non-point discharge will not be altered by the proposed works.

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

Soil and erosion control may be necessary during construction, such as turbidity barriers, but impacts will be temporary and no long-term erosional impacts will take place.

6. *Impact on floodplain.*

There is no impact on floodplains associated with this application.

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

Vegetative impacts: No impact.

Lighting of the open water areas at night: No new lighting is proposed.

Increased noise from day users: Noise levels will be similar to the existing condition.

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

There will be no storage of pollutants or the use of poisonous chemicals and materials.

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

No vegetation or shellfish communities are within the footprint of work.

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

No changes to boat wake and traffic will occur as the owner can only use one boat at a time.

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

Rip-rap is placed over approximately 115' of shoreline, this is approximately 56% of the shoreline. The entire shoreline has previously been bulkheaded as well.

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

There will be no impacts to scenic vistas.

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

No native vegetation will be affected.

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

No plant or animal habitat will be lost.

15. *Impact of development on water quality.*

No impacts to water quality should occur.

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

Not applicable.

17. Dock specifications:

a) *No boathouse, roofed structure or wall shall be constructed on any dock.*

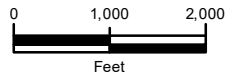
b) *The deck of any private boat dock shall not exceed six (6) feet in height above the mean high water line.*

- c) *Boatlifts shall have a maximum capacity of 12,000 pounds and shall be low-profile or no-profile.*

Attachment 2
Overlay Zone Application Graphics

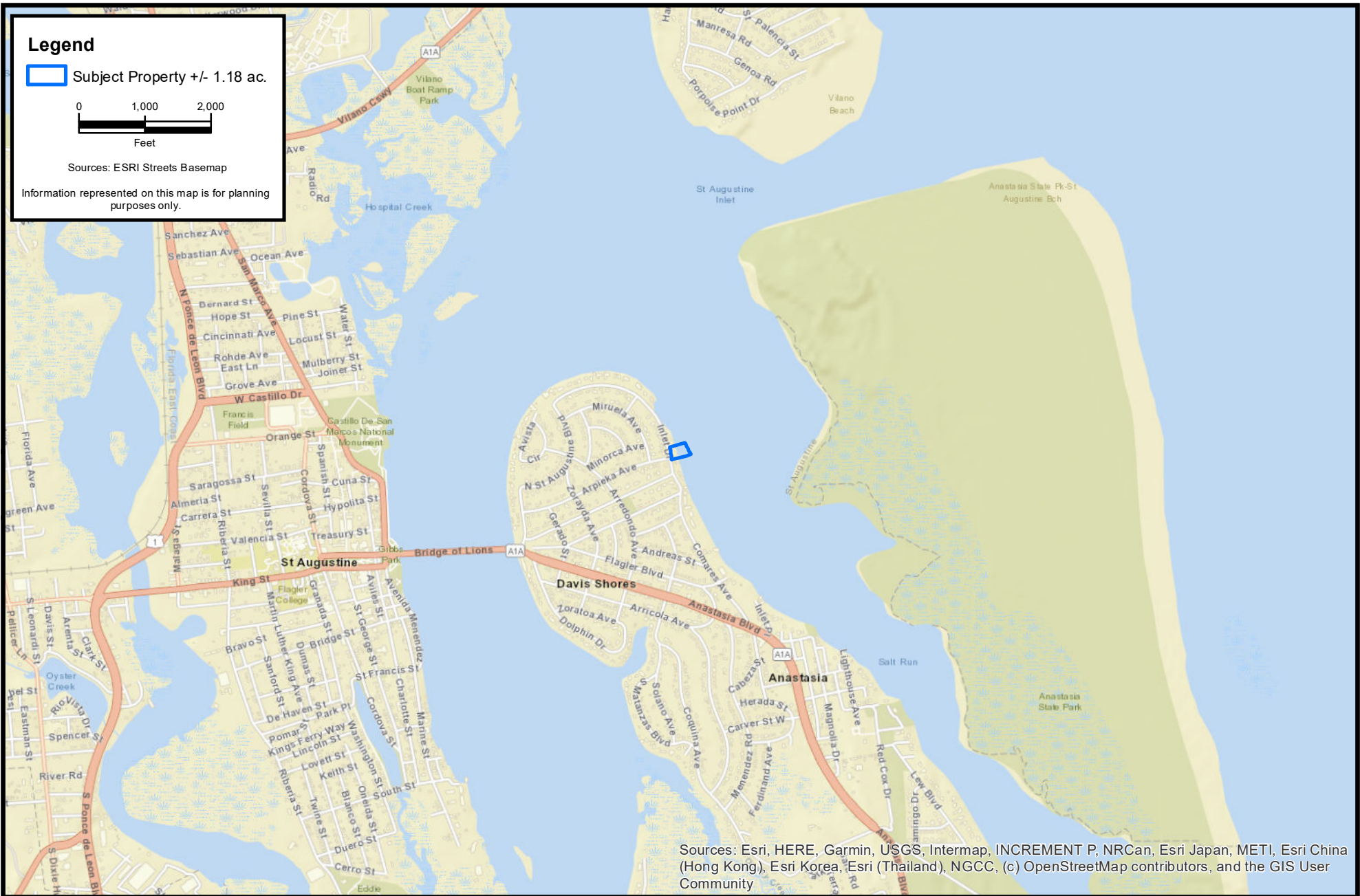
Legend

 Subject Property +/- 1.18 ac.



Sources: ESRI Streets Basemap

Information represented on this map is for planning purposes only.



Sources: Esri, HERE, Garmin, USGS, Intermap, INCREMENT P, NRCan, Esri Japan, METI, Esri China (Hong Kong), Esri Korea, Esri (Thailand), NGCC, (c) OpenStreetMap contributors, and the GIS User Community

CARTER ENVIRONMENTAL SERVICES, INC.



42 Masters Drive
St. Augustine, FL 32084
904-540-1786

www.carterenv.com

Location Map

117 Inlet Drive

St. Augustine, Florida



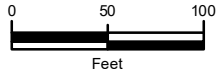
Project: 5.17054

Date: Mar 02 2026

Figure: 1

Legend

 Subject Property +/- 1.18 ac.



Sources: ESRI Aerial Imagery

Information represented on this map is for planning purposes only.



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

CARTER ENVIRONMENTAL SERVICES, INC.



42 Masters Drive
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904-540-1786

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Aerial Map

117 Inlet Drive

St. Augustine, Florida



Project: 5.17054

St. Augustine, Florida

Date: Mar 02 2026

Figure: 2

Legend

Subject Property +/- 1.18 ac.

Approximate MHWL

Wetland Line

Riparian Lines

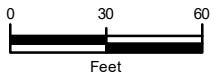
Total Dock Area: 3,774 sf.

Decking: 1,827 sf.

Floating Dock: 930 sf.

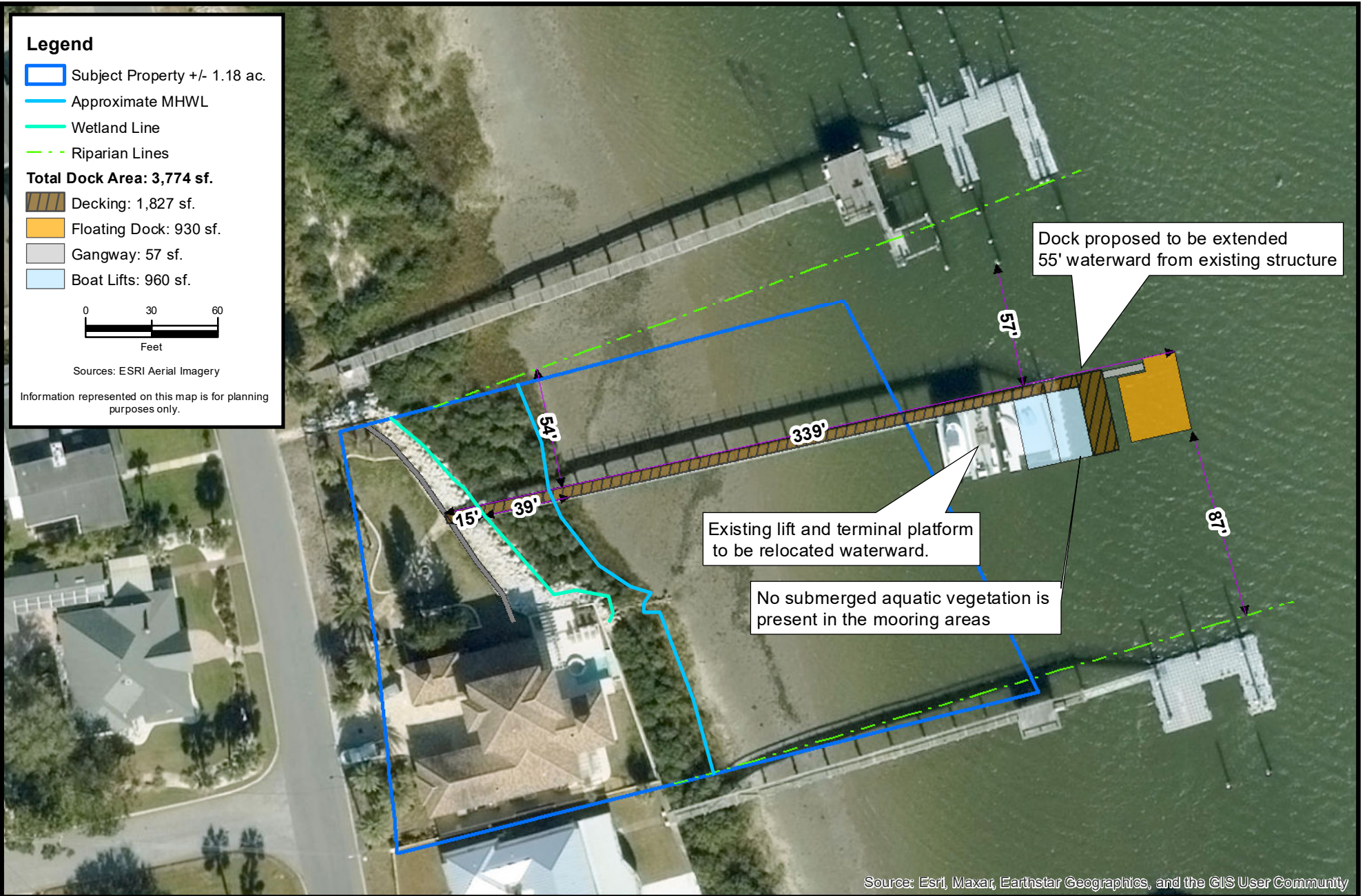
Gangway: 57 sf.

Boat Lifts: 960 sf.



Sources: ESRI Aerial Imagery

Information represented on this map is for planning purposes only.



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

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Proposed Dock Alignment

117 Inlet Drive

Project: 5.17054

St. Augustine, Florida





Date: Mar 02 2026

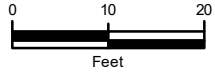
Figure: 3



Legend

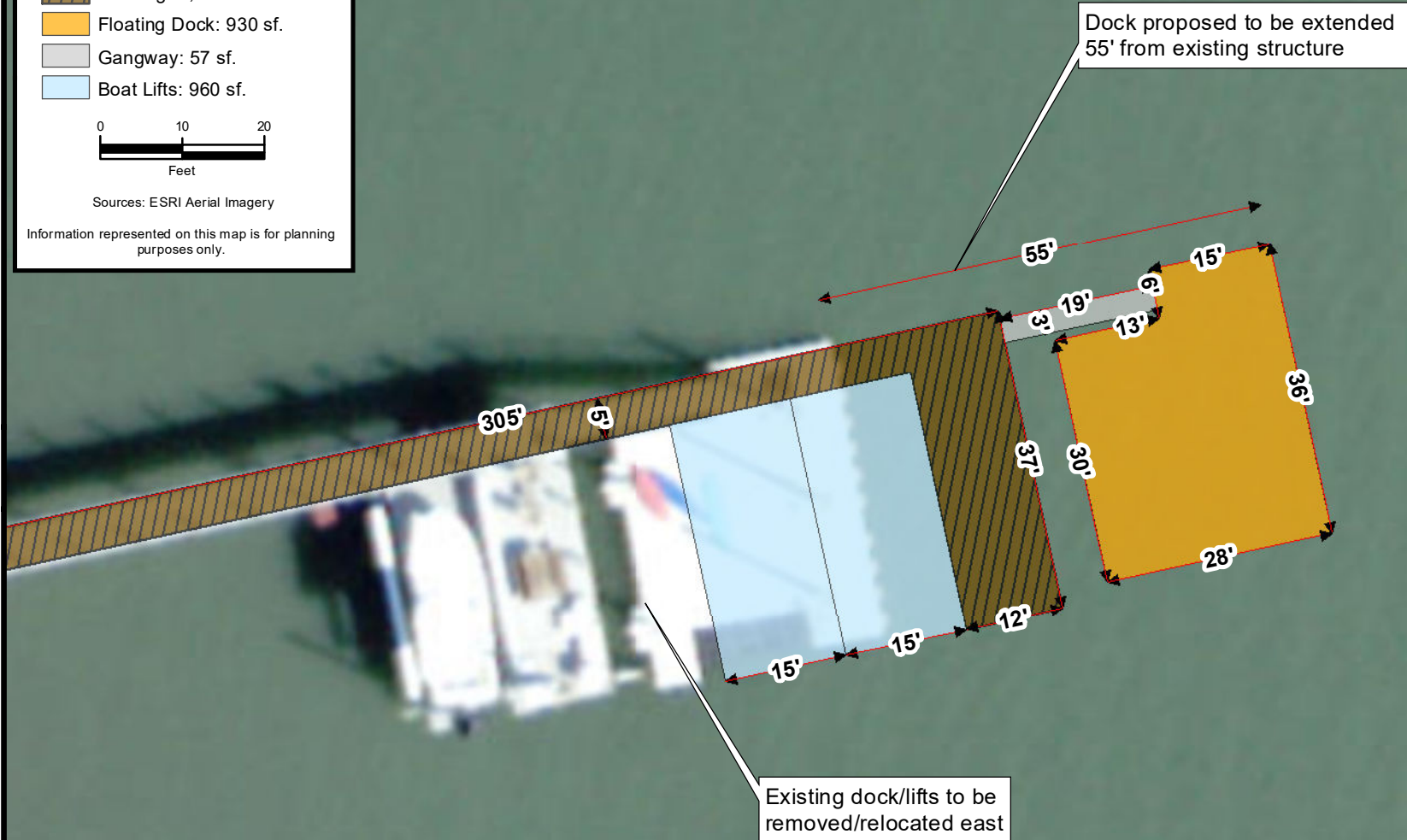
Total Dock Area: 3,774 sf.

-  Decking: 1,827 sf.
-  Floating Dock: 930 sf.
-  Gangway: 57 sf.
-  Boat Lifts: 960 sf.



Sources: ESRI Aerial Imagery

Information represented on this map is for planning purposes only.



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

CARTER ENVIRONMENTAL SERVICES, INC.



42 Masters Drive
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Proposed Dock Dimensions

117 Inlet Drive

Project: 5.17054

St. Augustine, Florida

Date: Mar 02 2026

Figure:


4





Legend


 Subject Property +/- 1.18 ac.

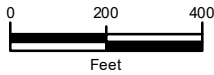
Total Dock Area: 3,774 sf.

 Decking: 1,827 sf.

 Floating Dock: 930 sf.

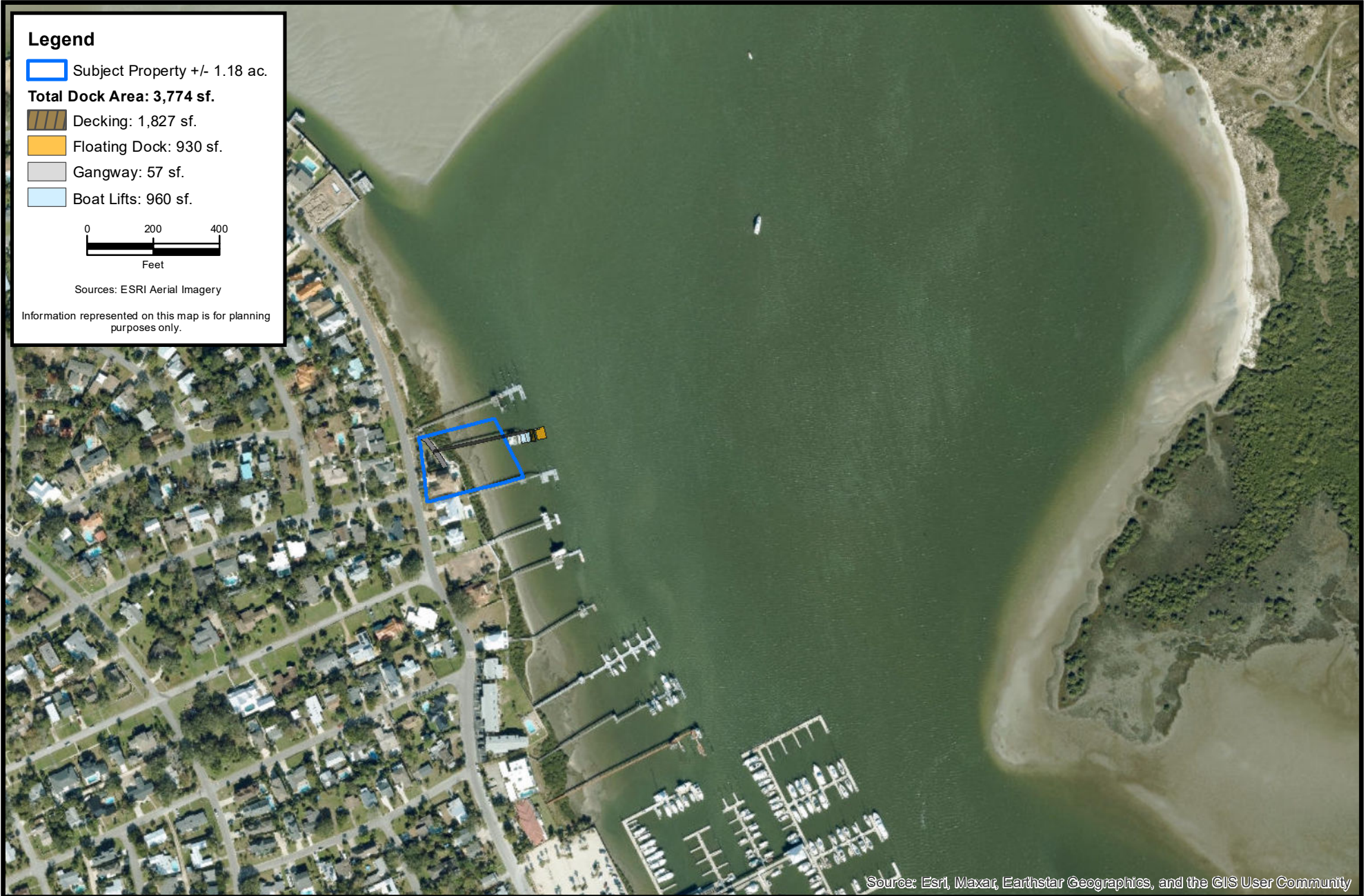
 Gangway: 57 sf.

 Boat Lifts: 960 sf.



Sources: ESRI Aerial Imagery

Information represented on this map is for planning purposes only.



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

CARTER ENVIRONMENTAL SERVICES, INC.



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904-540-1786

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Neighboring Structures

117 Inlet Drive

St. Augustine, Florida



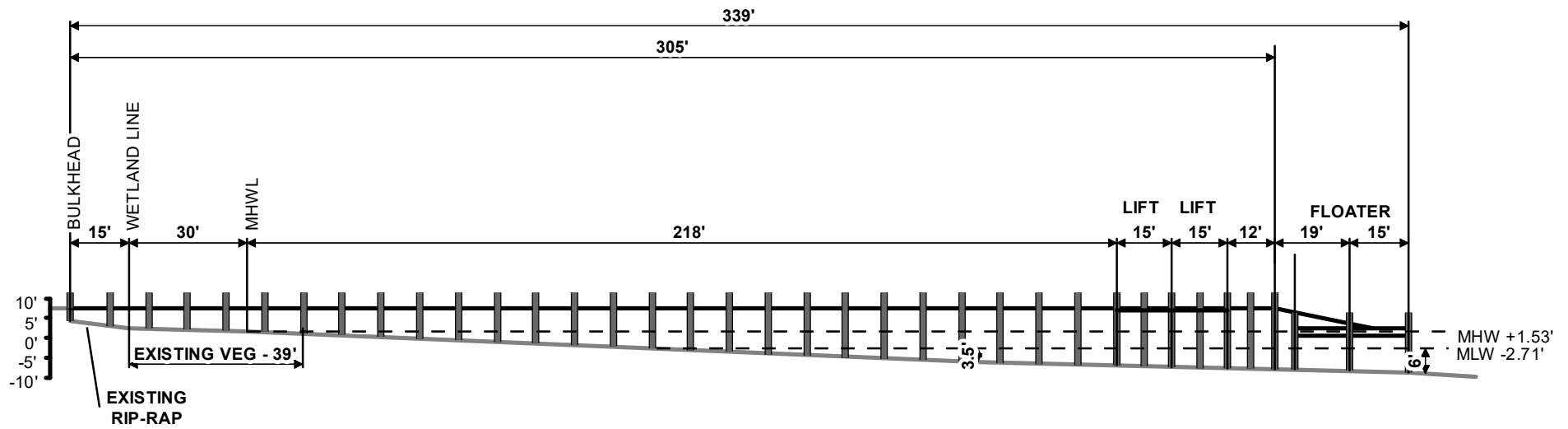
Project: 5.17054

St. Augustine, Florida

Date: Mar 02 2026

Figure:

5



CARTER ENVIRONMENTAL SERVICES, INC.



42 Masters Drive
St. Augustine, FL 32084
904-540-1786

www.carterenv.com

Proposed Dock Profile View

117 Inlet Drive

Project: 5.17054

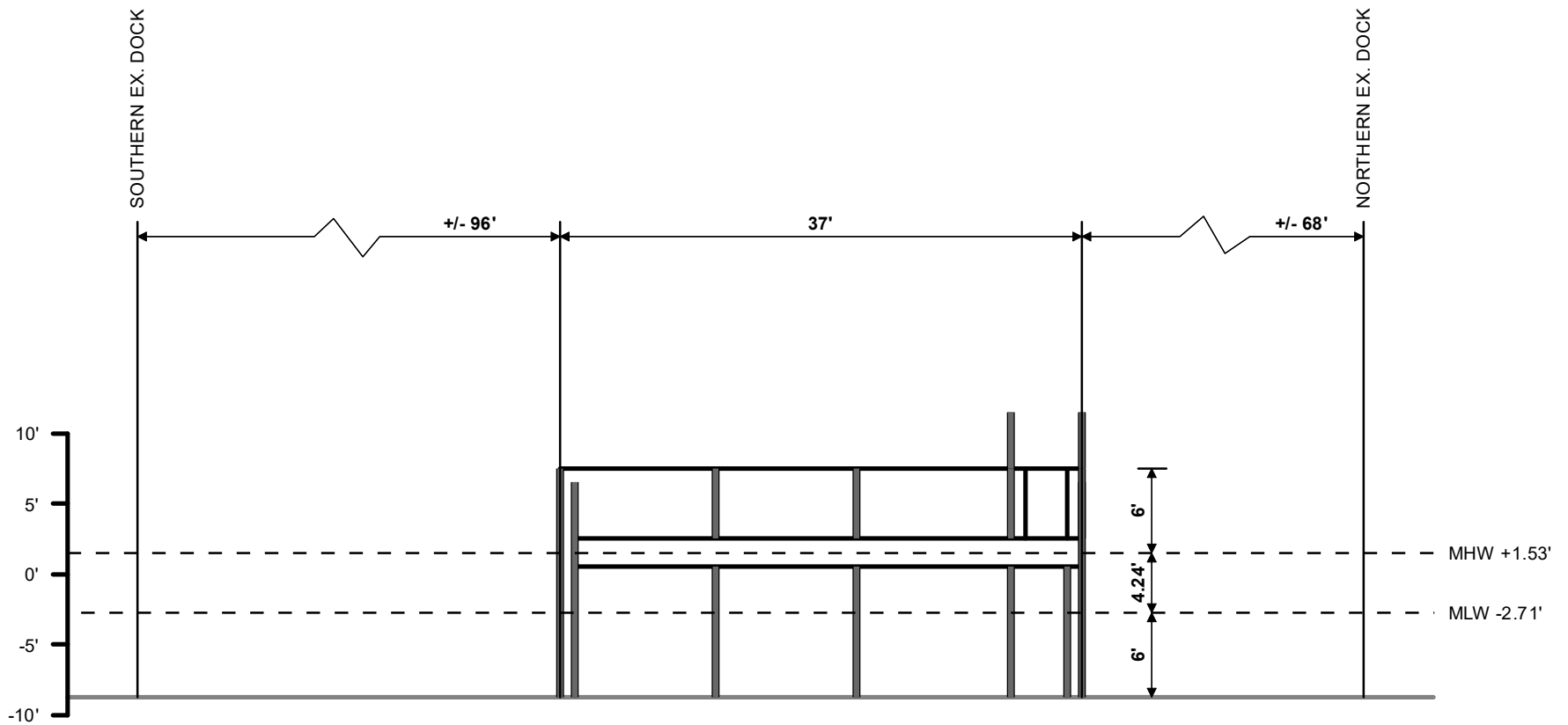
St. Augustine, Florida

Date: Mar 02 2026

Figure:

6





CARTER ENVIRONMENTAL SERVICES, INC.



42 Masters Drive
St. Augustine, FL 32084
904-540-1786

www.carterenv.com

Proposed Deck Cross-Section

117 Inlet Drive



Project: 5.17054

St. Augustine, Florida

Date: Mar 02 2026

Figure: 7



Planning and Zoning Board

Planning Division Staff Report
 Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
April 7, 2026	8.a.	PZB2026-0024
Request	Address	Parcel ID
Conservation Overlay Zone Development	902 Pantano Drive	073433-1070

Site & Background Information

Applicant:	Ryan Carter c/o Carter Environmental Services
Owners:	Toll Southeast LP Company Inc.
Property Class: (St. Johns County Property Appraiser)	0000 – Vacant Residential
Future Land Use Designation:	Residential Medium Density/Mixed Use
Zoning Designation:	Planned Unit Development: PUD (Ordinance No. 2001-12 & Ordinance No. 2015-34)
Acreage:	.37
Neighborhood:	N/A
Archaeological Zone:	N/A

Request Summary

This is a request for [Conservation Overlay Zone \(COZ\) development](#) for significant tree and significant tree canopy removal within [COZ 3](#) for the construction of a single-family home at 902 Pantano Dr.

Ordinance No. 2015-34, an ordinance modifying Ordinance 2001-12, the Ponce de Leon Resort and Convention Center PUD, creating the Madeira Planned Unit Development (PUD), includes Exhibit “A” which is a list of modifications that were agreed to by the developer. Relevant modifications are included below.

19. The side setbacks on lots over 85 feet wide will be increased from 7.5 to 10 feet with flexibility to allow the setback to be reduced to 5 feet in order to save existing trees provided adjacent lot setback is increased to 15 feet to maintain a 20-foot combined setback.
20. Every lot will have a minimum of one tree for every ten feet of road frontage.
30. Development covenants shall require "stem wall construction" for all construction in forested areas consisting of hardwoods within the northeast corner of the property and the lots adjacent to Robinson Creek.
32. Lots will not be cleared as part of the development of infrastructure. Lots will be cleared by residential builders in compliance with the City's tree ordinance.
38. Expand the 25-foot buffer along the ICW marsh where there is sufficient depth on a lot to allow for increasing the buffer without compromising the ability to place a home on the lot which meets prescribed set back requirements while maximizing tree preservation. In any event the overall average of the entire length of the ICW buffer shall not be less than 35 feet.
39. Language will be inserted into the Covenants and Restrictions to be recorded for the project, which will protect this buffer and prohibit its disturbance or elimination

The Planning and Zoning Board (PZB) is tasked with reviewing this application and its requests for tree removal and ensure that it complies with the City of St. Augustine’s ordinances related to trees and landscaping.

This property previously appeared before the Planning and Zoning Board on December 2, 2025 (PZB2025-0085) was approved to remove 9 trees and retain 25 trees.

Consistency with the City of St. Augustine Comprehensive Plan 2040

Goal, Policy, or Objective	Staff Analysis
Future Land Use Element [LINK TO DOCUMENT]	
<p>Policy 8.1.5</p> <p>Continue to value the existing tree canopy and promote healthy urban forestry practices.</p>	<p>The Board is tasked with the evaluation of this request and its compliance with the city’s policy to continue valuing the existing tree canopy.</p>
Historic Preservation Element [LINK TO DOCUMENT]	
Conservation and Coastal Management Element [LINK TO DOCUMENT]	

<p>Objective 2.6</p> <p>The City shall commit to preservation of community trees and the urban forest to improve air quality, community health, quality of life, aesthetics, and energy conservation.</p>	<p>The Board is authorized, by city ordinances, to impose limitations on the nature and manner of construction to ensure that this proposal is consistent with the city’s objectives to improve air quality, community health, quality of life, aesthetics, and energy conservation by preserving the urban forest.</p>
Recreation and Open Space Element [LINK TO DOCUMENT]	
Transportation and Mobility Element [LINK TO DOCUMENT]	
Housing Element [LINK TO DOCUMENT]	
Infrastructure Element [LINK TO DOCUMENT]	

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

Based on **Sec. 11-27** of the City’s Code,

Conservation Overlay Zone 2 includes all property one hundred (100) feet landward from the most restrictive boundary line establishing Conservation Overlay Zone 1. Zone 2 is the transition zone or buffer area between Zone 1 and Zone 3, and may include areas recognized as habitat for species considered endangered, threatened, of special concern, or unique by federal state and local agencies. The primary purpose of Zone 2 is to protect the functional integrity of Zone 1, and to protect Zone 3 from extreme high water conditions.

Conservation Overlay Zone 3 is comprised of uplands and urban/residential areas which are inland from Zones 1 and 2, and which require special environmental consideration. Zone 3 is comprised of those undeveloped areas considered to be special flood hazard areas and significant tree canopy areas.

Conservation overlay zone development means any construction or use which requires a permit from the city, physically located or taking place within a conservation overlay zone.

Significant tree means a tree described in the following list:

Latin Name	Common Name	Minimum dbh to Maximum dbh
<i>Fraxinus spp.</i>	ash	18
<i>Betula nigra</i>	birch, river	24
<i>Punus serotina</i>	black cherry	18
<i>Nyssa sylvatica</i>	blackgum, black tupelo	18
<i>Catalpa binoniodes</i>	catalpa	18
<i>Prunus caroliniana</i>	cherry laurel	10
<i>Lagerstroemia indica</i>	crape myrtle - single trunk	10
<i>Taxodium distichum</i>	cypress, bald (pond cypress)	10
<i>Ulmus parvifolia</i>	elm, drake	10
<i>Ulmus alata</i>	elm, winged	10
<i>Ulmus Americana</i>	elm, American	18
<i>Chionanthus virginicus</i>	fringetree	10
<i>Carya tomentosa</i>	hickory, mockernut	18

Latin Name	Common Name	Minimum dbh to Maximum dbh
<i>Carya glabra</i>	hickory, pignut	18
<i>Ilex opaca</i>	holly, American	10
<i>Ilex cassine</i>	holly, dahoon	10
<i>Ilex x attenuate</i>	holly, "East Palatka"	10
<i>Gordonia lasianthus</i>	loblolly bay	10
<i>Magnolia grandiflora</i>	magnolia, southern	18
<i>Magnolia grandiflora var</i>	magnolia, southern v. "Little Gem"	10
<i>Magnolia virginiana</i>	magnolia, sweetbay	10
<i>Acer rubum and Acer spp.</i>	maple, red or other maples	18
<i>Quercus hemisphaerica</i>	oak, laurel	15 to 36
<i>Quercus laurifolia</i>	oak, laurel (swamp)	15 to 36
<i>Quercus virginiana</i>	oak, live (southern live oak)	18
<i>Quercus nuttallii</i>	oak, nuttall	18
<i>Quercus spp.</i>	oak, other unlisted species	18
<i>Quercus stellata</i>	oak, post	18
<i>Quercus falcata</i>	oak, red (southern red oak)	18
<i>Quercus geminate</i>	oak, sand live	10
<i>Quercus shumardii</i>	oak, shumard	18
<i>Quercus laevis</i>	oak, turkey	18
<i>Quercus nigra</i>	oak, water	15 to 36
<i>Quercus phellos</i>	oak, willow	18
<i>Carya illinoensis</i>	pecan	18
<i>Pinus palustris</i>	pine, longleaf (excluding silviculture uses)	15
<i>Cercis canadensis</i>	red bud	10
<i>Juniperus virginiana</i>	red cedar, eastern	8
<i>Juniperus silicicola</i>	red cedar, southern	8
<i>Liquidambar styraciflua</i>	sweetgum	18
<i>Platanus occidentalis</i>	sycamore	18
<i>Liriodendron tulipifera</i>	tulip-poplar, tuliptree	18
<i>Juglans nigra</i>	walnut, black	18
<i>Celtis laevigata</i>	hackberry (sugarberry)	15 to 36

Significant tree canopy areas are defined as clusters of trees which form at least twenty-five (25) percent cover and include a variety of oak species and softwood species. [[LINK TO CODE SECTION](#)]

Section 11-29(c)

Based on **Sec. 11-29(c)** of the City's Code, applications for development in Conservation Overlay Zones shall be evaluated according to the following criteria:

- (1) Site specific conditions.
- (2) The site's relationship to adjacent properties, bodies of water and surrounding conservation zones.
- (3) Natural and proposed drainage patterns.
- (4) Effect of point and nonpoint discharge in the marine environment.
- (5) Proposed soil stabilization and erosion control methods.

- (6) Impact on floodplain.
- (7) Impact of development on vegetative and animal communities.
- (8) Potential for contaminated drainage, storage of pollutants and the use of poisonous chemicals and materials.
- (9) Effect of shade on vegetation and shellfish.
- (10) Effect of boat wake and boat traffic on manatees, vegetation, shellfish and wildlife, as well as shoreline erosion.
- (11) Impact of development on shoreline by linear feet and percent of site.
- (12) Impact of development on vistas and scenic opportunities by linear feet, height, mass and percent of site.
- (13) Existing amounts of native plants and proposed retention and use of native plants for landscape and open space purposes.
- (14) Impact of development on plant and animal habitat and potential loss in acres and percent of site.
- (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.)
- (16) Impact of development on shellfish and on commercial and sport fish and waterfowl.

[\[LINK TO CODE SECTION\]](#)

Section 11-29 (d)

In addition, based on **Sec. 11-29(d)** of the City’s Code, permits for structures and uses located within Conservation Overlay Zone 3 shall be issued only for those structures and uses which do not significantly alter the surface water hydrology or tree canopy cover, or cause the removal of significant trees. **The PZB is authorized to impose limitations on the nature and manner of construction** and/or so as to avoid alteration of surface water hydrology which would increase the flood hazard potential and to minimize the impact on existing trees and native vegetation.

The city PZB shall consider and base all decisions on the following considerations. Staff analysis is in **BOLD** text. [\[LINK TO CODE SECTION\]](#)

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

The condition of trees with respect to disease, insect attack, and danger of falling is unknown as an arborist report has not been provided by the applicant.

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

The trees removed are within the footprint of the house or driveway.

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

The lot could drain to street or to the conservation easement at the rear of the property. Lot 107 is platted with upland buffer and conservation easement in the rear of the property.



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

Much of the Madeira community has been clear cut due to the remediation efforts to remove arsenic contamination. The importance of keeping the trees within the areas that were not part of remediation efforts is heightened to maintain existing vegetation and to decrease overall impacts of large-scale tree removal.

- e. Whether the tree has been designated a significant tree.

Lot 107 has ten significant trees on site. Six significant trees will be retained, and four significant trees will be removed and are highlighted below.

Significant Trees Lot 107

1. Tree # 34- DBH 8 Cedar (CED)
2. Tree # 58 – DBH 8 Cedar (CED)
3. Tree # 33 - DBH 9 Cedar (CED)
4. Tree # 46 - DBH 9 Cedar (CED)
5. Tree # 35 – DBH 18 Live Oak (LIO)
6. Tree # 56 – DBH 21 Live Oak (LIO)
7. Tree #30 – 8 DBH Cedar (CED)(removed)
8. Tree #32 – 29 DBH Live Oak (LIO)(removed)
9. Tree #38 – 13 DBH Cedar (CED)(removed)
10. Tree # 47 –18 DBH Water Oak (WRO)(removed)

- f. Impact upon the urban and natural environment, including:
 1. Ground and surface water stabilization.
 2. Water quality and aquifer recharge.

3. Ecological impacts.
4. Noise pollution.
5. Air movement.
6. Air quality.
7. Wildlife habitat.

Madeira Phase three is south of the Northeast Florida Regional Airport. Retaining trees will help mitigate noise pollution from the airport.

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

The house placement appears to be strategic to preserve significant trees. Staff notes the PUD does allow lots over 85 feet wide to decrease the side setback from 7.5 to five feet if the combined side setbacks total twenty feet. This lot is approximately 87 feet wide and eligible for a flexible side yard setback to retain trees.

Sec. 11-28. – Issuance of building permits.

(d) Removal of significant trees shall be [reviewed by the Planning and Zoning Board](#), all significant trees removed shall be replaced in accordance with the requirements of [Chapter 25](#).

Sec. 25-53 (d) Tree mitigation requires the credits for trees retained to be in excess of deficits of trees removed. The tree mitigation table in the application shows -12 deficits for tree removal and 41 credits for trees retained or relocated. The applicant has a positive number of tree credits which is consistent with the requirements of Chapter 25.

Staff Recommendation

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 902 Pantano Drive / PID 073433-1070.

Because the application is missing pertinent information Staff recommends Continuation for additional information or reconsideration or Denial of the application if the Board finds they do not have sufficient information to review the application.

The applicant should provide the following information:

- **The tree mitigation plan should include all easements including utility, drainage, and conservation easements so that the Board can accurately determine if the structure can be moved to save trees.**
- **An arborist report so that the Board can assess the health and condition of the trees to make accurate determination on the value of retaining (Sec. 11-29 (d)(1)a).**
- **Lot grading plan with limits of fill and tree protection measures.**

Attachments

1. Site Maps & Photos
2. Application
3. St. Johns County Property Appraiser Report
4. Supplemental Information
5. PZB2025-0085 Approved Tree Mitigation Plan

Staff Report prepared by:

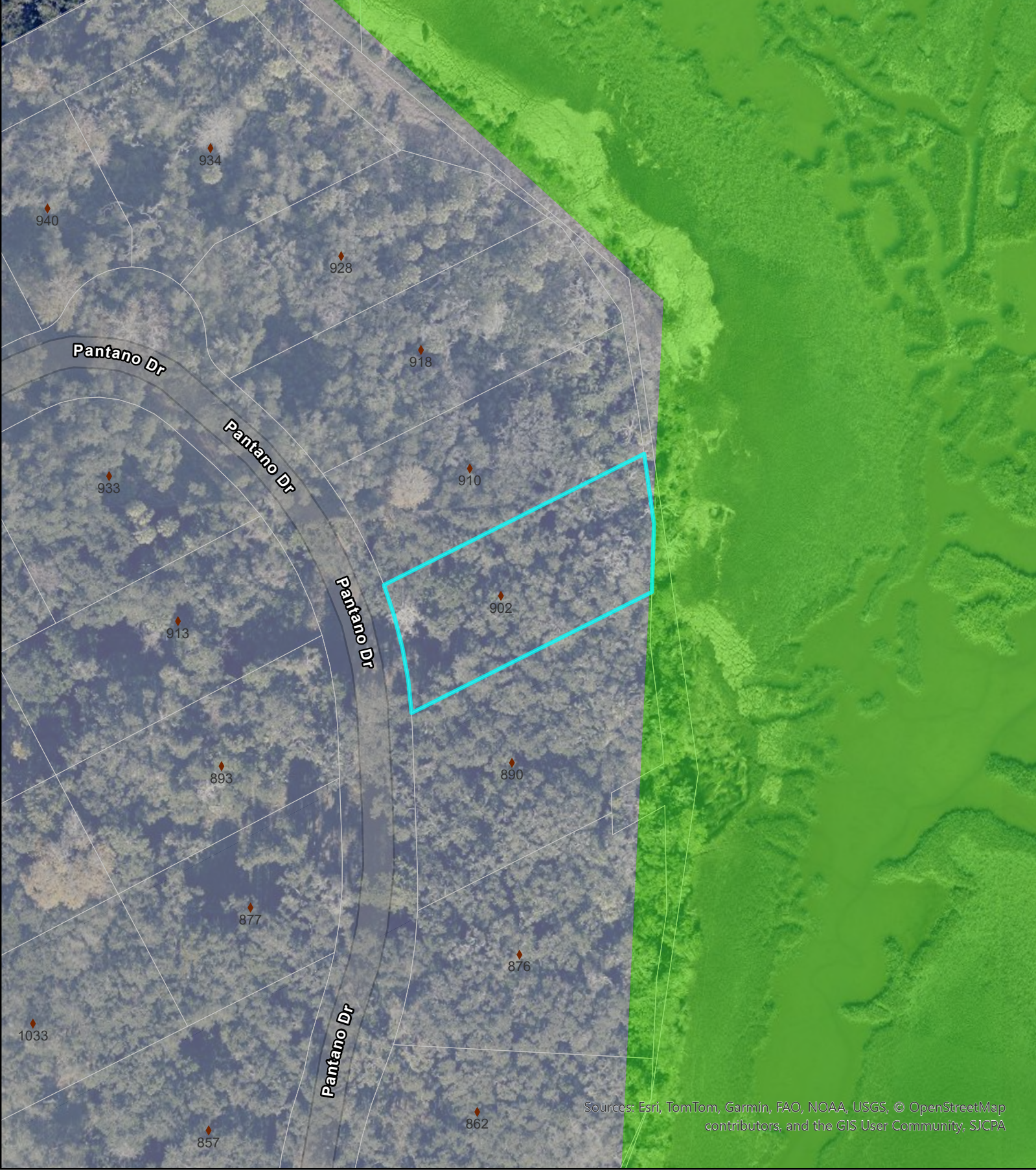
Sarah Daugherty
Planning Manager
Planning and Building Department

**Attachment 1:
Site Maps
and Photos**

902 Pantano Dr.



12/13/2025



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

Zoning Map

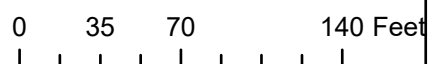
City of St. Augustine

902 Pantano Dr.

Legend

- Open Land (OL)
- Planned Unit Development (PUD)

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

902 Pantano Dr.

Legend

- Open Land
- Residential Medium Density / Mixed Use

Scale: 1:1,000



0 30 60 120 Feet


Page 295 of 396



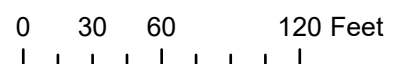
Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

St Johns County Property Appraiser
Use Classification
City of St. Augustine
 902 Pantano Dr.

Legend

 ParcelInfo

Scale: 1:1,000



Legend

DEM2018

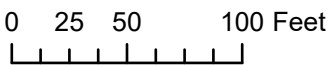
Value

- 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

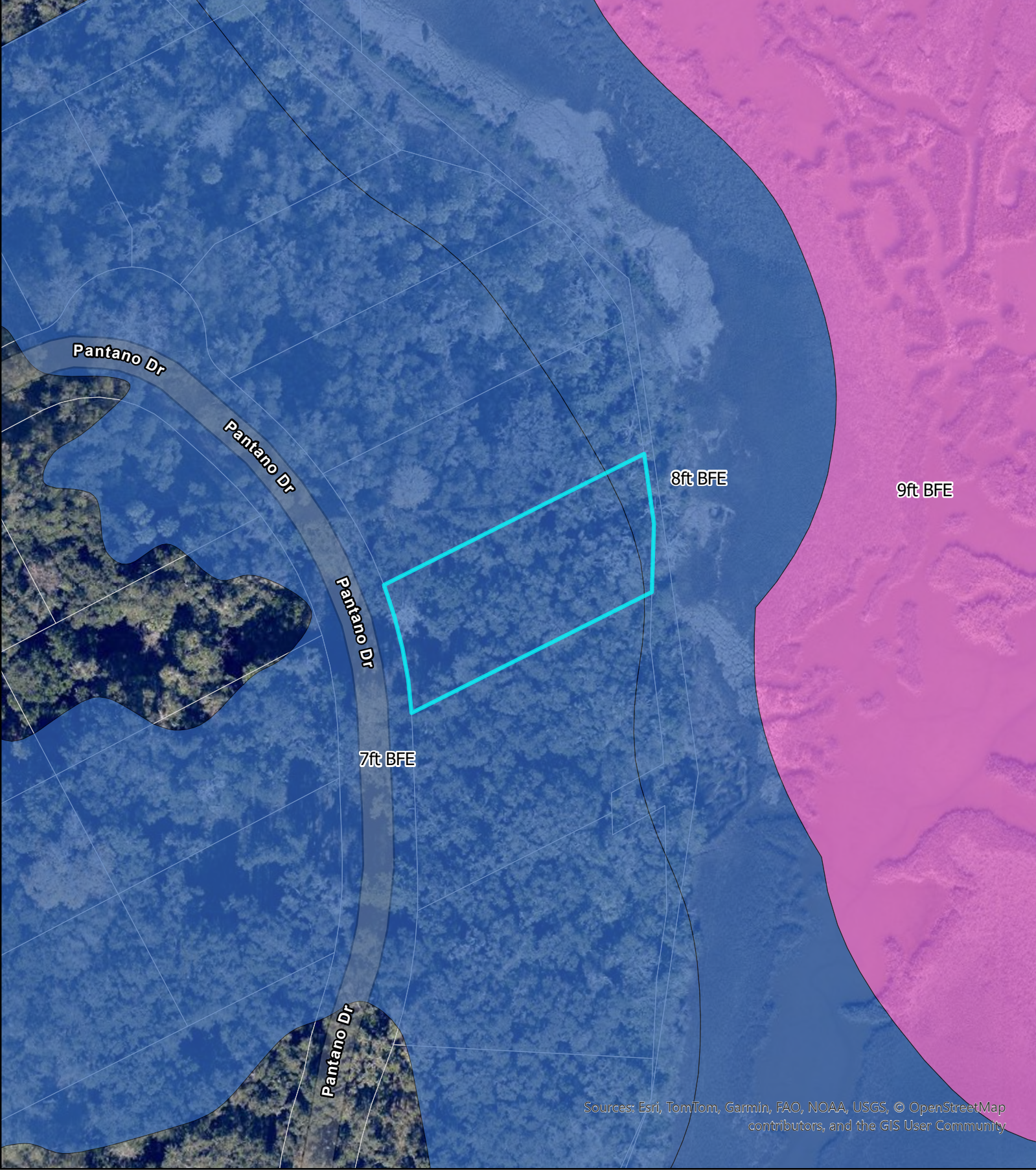


Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

Digital Elevation Model DEM 2018
City of St. Augustine
902 Pantano Dr.
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

902 Pantano Dr.

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: _____ 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: _____

9. IF APPLYING FOR A VARIANCE, PLEASE COMPLETE THE FOLLOWING AND EXPLAIN THE SITUATION FULLY ALONG WITH PROVIDING DOCUMENTATION:
- (a) Does the property because of size, shape, topography or other physical conditions, suffer singular disadvantage, which disadvantage does not apply to other properties in the vicinity: _____

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

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

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

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

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

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

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

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

R. A. Carter

2-27-26

Signature of Applicant

Date

[Handwritten Signature]

3/2/26

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.

Print name of applicant

A handwritten signature in black ink that reads "R. A. Coats".

Signature of applicant

Date



Owner's Authorization For Agent

CARTER ENVIRONMENTAL SERVICES is/are hereby authorized TO ACT ON BEHALF OF Toll Bros., 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]
Signature of Owner
Nate Beidle
Print Name of Owner
904-217-3052
Telephone Number

State of Florida

County of St. Johns

Signed and sworn before me on this 2 day of March, 2024

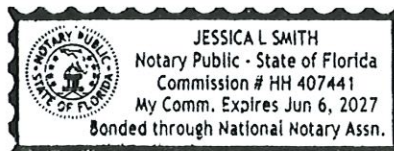
By Nate Beidle, VP

Identification verified:

Oath sworn: Yes No

Notary Signature: Jessica Smith

My Commission expires: Jun 6, 2027



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.

4000 US HIGHWAY 1

Project Address: _____

RYAN CARTER

Applicant's Name: _____ Applicant's Signature: 

Owner's Name: Nate Biddle 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

Summary

Parcel ID	0734331070	
Location Address	902 PANTANO DR SAINT AUGUSTINE 32095-0000	No Image Available
Neighborhood	MADEIRA EAST ICWFR (2200.07)	
Tax Description*	129/24-31 MADEIRA AT ST AUGUSTINE PHASE 3 LOT 107 OR6168/875 <i>*The Description above is not to be used on legal documents.</i>	
Property Use Code	Vacant Residential (0000)	
Subdivision	MADEIRA AT ST AUGUSTINE PHASE 3	
Sec/Twp/Rng	30-6-30	
District	Madeira Community Development District City (District 457)	
Millage Rate	19.5552	
Acreage	0.370	
Homestead	N	

Owner Information

Owner Name [Toll Southeast Lp Company Inc](#) 100%
 Mailing Address 40 EVEREST LN
 SAINT JOHNS, FL 32259-0000

Map



Valuation Information

Assessed Year	2026
Building Value	\$0.00
Extra Features Value	\$0.00
Total Land Value	\$450,000.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
Just Market	\$450,000.00
Total Deferred	\$0.00
Assessed Value	\$450,000.00
Total Exemptions	
Taxable Value	\$450,000.00

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

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	\$0	\$0	\$5,000	\$0

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Vacant Residential	0	0	1	UT	\$450,000

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
6/17/2025	6/12/2025	\$7,545,000.00	WARRANTY DEED	6168	875	Q	V	PONCE ASSOCIATES LLC	TOLL SOUTHEAST LP COMPANY INC

No data available for the following modules: 2025 TRIM Notice, 2024 TRIM Notice, Exemption Information, Building Information, Sketch Information, Extra Feature Information.

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.
[| User Privacy Policy](#) | [| GDPR Privacy Notice](#)
 Last Data Upload: 2/25/2026, 3:47:54 AM

[Contact Us](#)



Attachment 4:
Supplemental Information



42 Masters Drive
St. Augustine, FL 32084
Tel: 904.540.1786
www.carterenv.com

March 2, 2026

City of St. Augustine
Planning and Zoning Board
75 King Street
St. Augustine, FL 32084

RE: Conservation Overlay Zone 3 - Modified Tree Removal Request
Lot 107 - Estuary at Madeira
902 Pantano Drive
Parcel No. 0734331070

To Whom it May Concern,

On behalf of the property owner, we respectfully submit this Conservation Overlay Zone 3 modification application for Lot 107 within Estuary at Madeira.


Lot 107 was previously approved for the removal of three (3) protected trees and five (5) significant trees. Due to a revised home plan with an increased building footprint and the addition of a proposed swimming pool, we are requesting authorization for the removal of five (5) additional protected trees and four (4) additional significant trees, as reflected in the enclosed revised tree removal plan and credit/debit summary. Even with the additional removals, the lot remains in compliance with the City's tree mitigation requirements. The updated tree credit and debit analysis demonstrates a surplus of seven (7) trees, equating to a total of 29 tree credits remaining on-site.

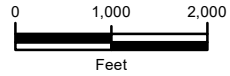
All tree data was collected and verified in accordance with City standards and supporting documentation including the signed and sealed tree survey, exhibits, and credit/debit calculations are included for your review. We respectfully request approval of this modified tree removal application. Please feel free to contact me if additional information or clarification is needed.

A handwritten signature in black ink that reads "Ryan Carter".

Ryan Carter
Carter Environmental Services
42 Masters Drive
St. Augustine, FL 32084
904-540-1786
ryan@carterenv.com

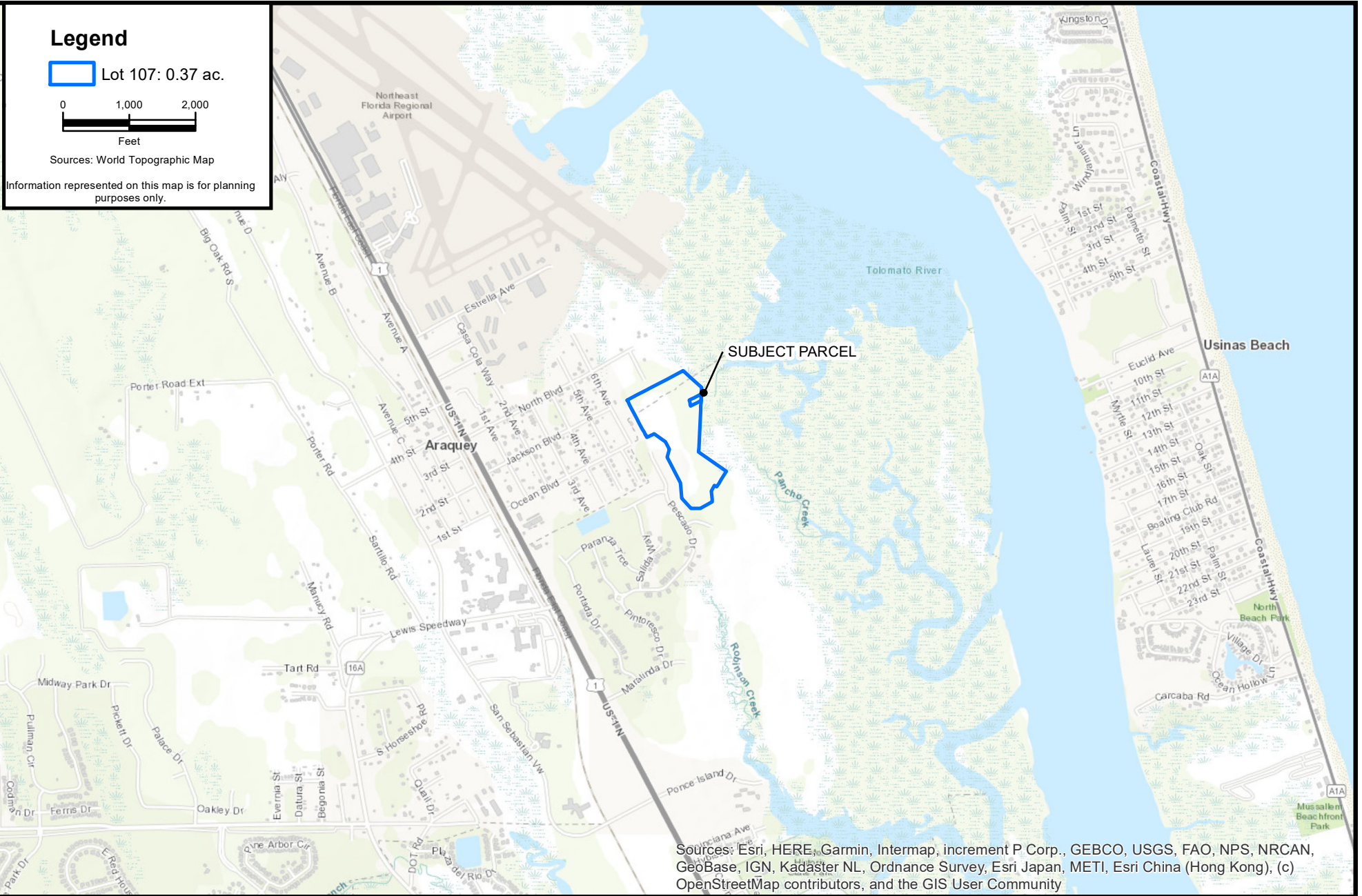
Legend

 Lot 107: 0.37 ac.



Sources: World Topographic Map

Information represented on this map is for planning purposes only.



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community

F:\CES Projects\Project Files\Active\Projects\Project Files\2024\5.24637 Toll Bro Estuary Maderia\GIS\MXD\30scale\April2024\2B\location.mxd

CARTER ENVIRONMENTAL SERVICES, INC.



42 Masters Drive
St. Augustine, FL 32084
904-540-1786

www.carterenv.com

Location

Lot 107 - Estuary Maderia

St. Augustine, FL




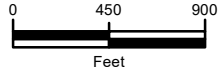
Project: 5.24637

Date: Feb 25 2026

Figure: 1

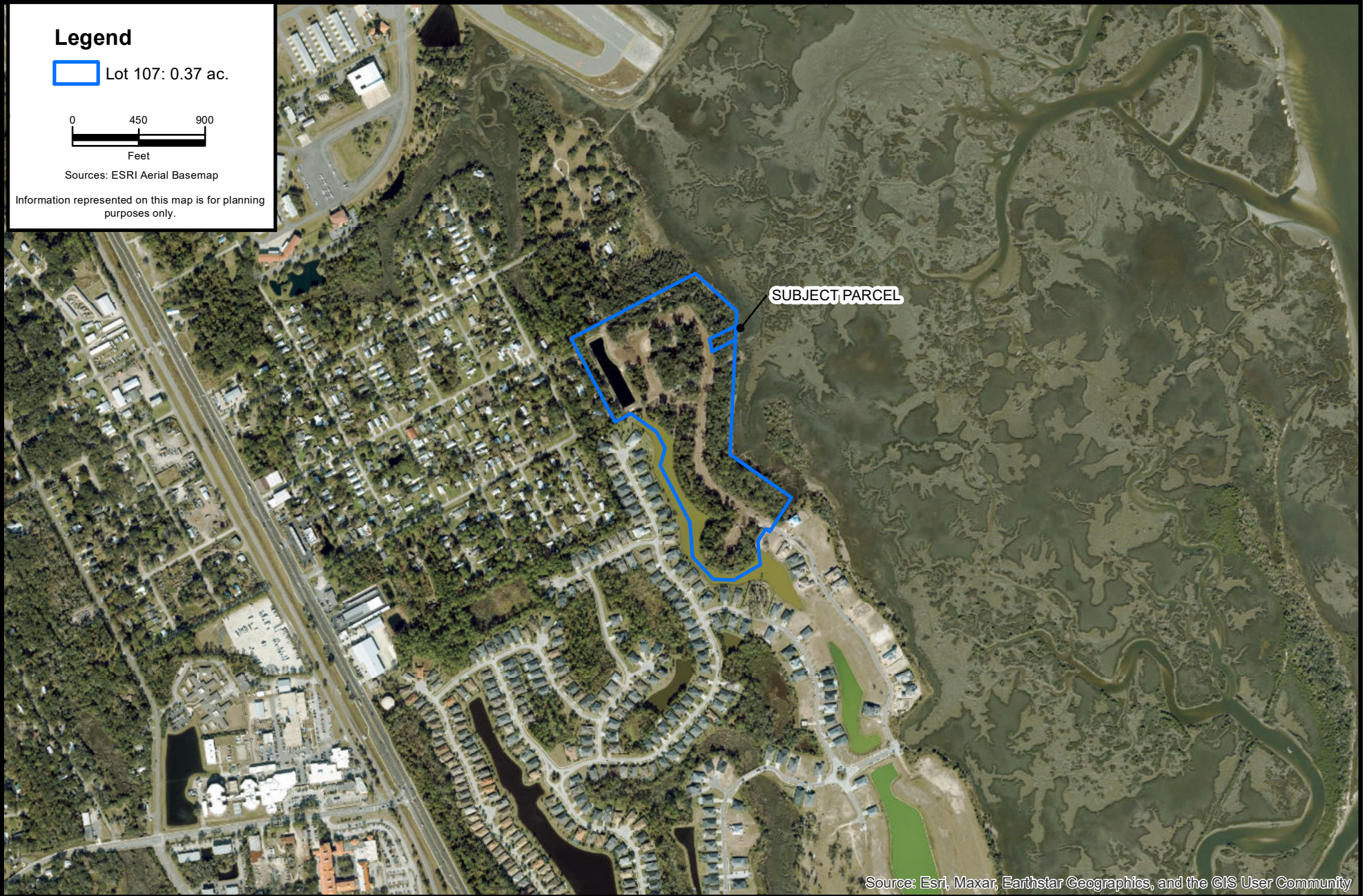
Legend

 Lot 107: 0.37 ac.



Sources: ESRI Aerial Basemap

Information represented on this map is for planning purposes only.



CARTER ENVIRONMENTAL SERVICES, INC.



42 Masters Drive
St. Augustine, FL 32084
904-540-1786

www.carterenv.com

Madeira Overview

Lot 107 - Estuary Maderia

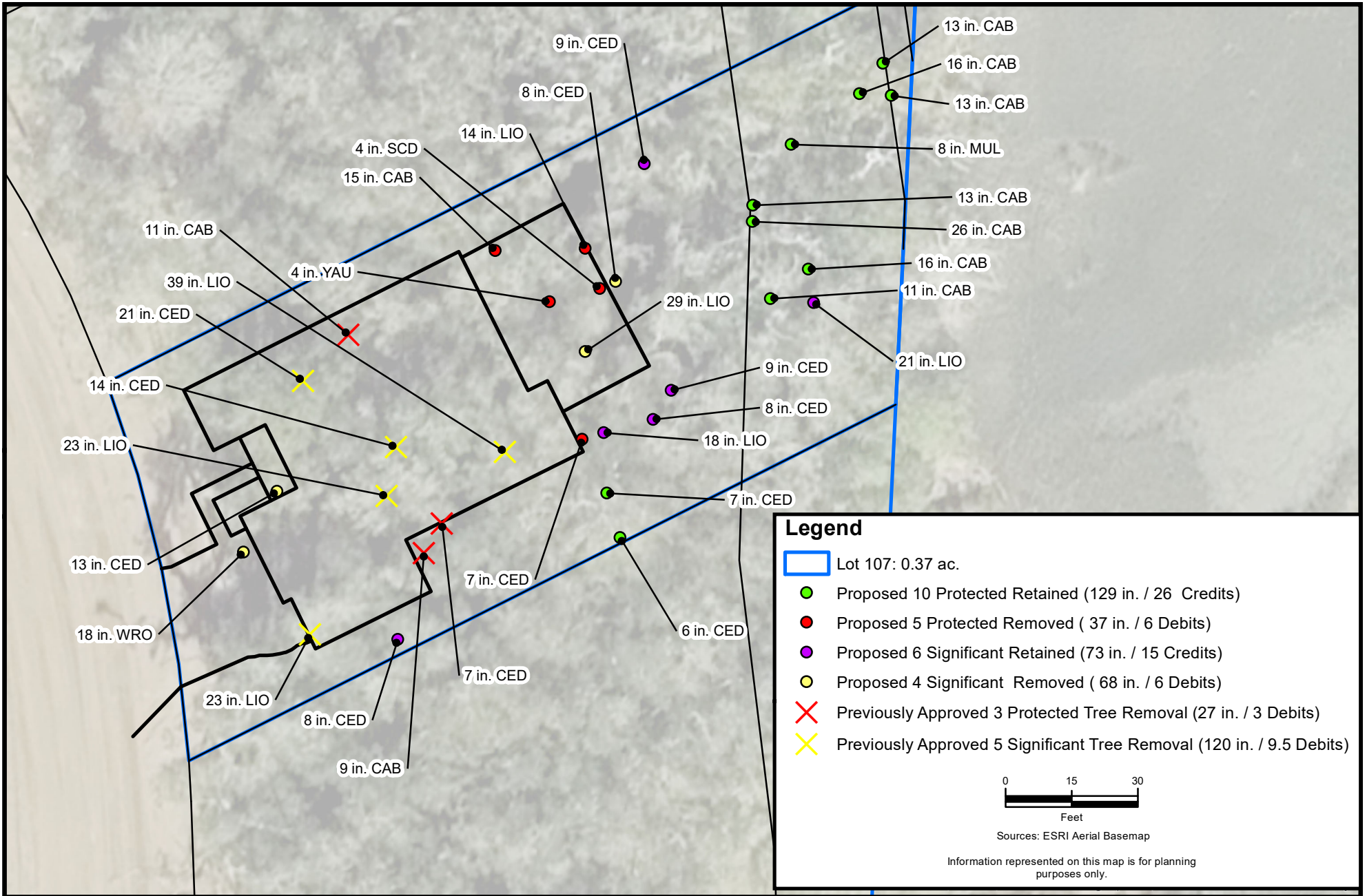
St. Augustine, FL



Project: 5.24637

Date: Feb 25 2026


Figure: 2



CARTER ENVIRONMENTAL SERVICES, INC.
CES 42 Masters Drive
 St. Augustine, FL 32084
 904-540-1786
 www.carterenv.com

Proposed Tree Removal
Lot 107 - Estuary Maderia

Project:	5.24637	St. Augustine, FL	Date: Feb 27 2026
----------	---------	-------------------	-------------------


 Figure: **3**

FID	Species Name	Common Name	DBH	Significant	Debit	Lot
37	CED	CEDAR	7		-1	107
27	CAB	CABBAGE PALM	15		-1.5	107
28	YAU	YAUPON HOLLY	4		-0.5	107
29	SCD	SOUTHERN CEDAR	4		-1.5	107
30	CED	CEDAR	8	YES	-1	107
31	LIO	LIVE OAK	14		-1.5	107
32	LIO	LIVE OAK	29	YES	-2	107
38	CED	CEDAR	13	YES	-1.5	107
47	WRO	WATER OAK	18	YES	-1.5	107
9			112		-12	

FID	Species Name	Common Name	DBH	Significant	Credit	Lot
57	CED	CEDAR	6		1	107
36	CED	CEDAR	7		2	107
34	CED	CEDAR	8	YES	2	107
51	MUL	MULBERRY	8		2	107
58	CED	CEDAR	8	YES	2	107
33	CED	CEDAR	9	YES	2	107
46	CED	CEDAR	9	YES	2	107
54	CAB	CABBAGE PALM	11		2	107
48	CAB	CABBAGE PALM	13		3	107
49	CAB	CABBAGE PALM	13		3	107
52	CAB	CABBAGE PALM	13		3	107
50	CAB	CABBAGE PALM	16		3	107
55	CAB	CABBAGE PALM	16		3	107
35	LIO	LIVE OAK	18	YES	3	107
56	LIO	LIVE OAK	21	YES	4	107
53	CAB	CABBAGE PALM	26		4	107
16			202		41	

Tree Credit and Debit Summary

Credits:

Count	DBH	PTS
16	202	41

Debits:

Count	DBH	PTS
9	112	-12
7	90	29



42 Masters Drive, St. Augustine, FL 32084
Tel: 904.540.1786
www.carterenv.com

October 3, 2025

Carter Environmental Services (CES) Arborist Tree Inventory Practices

CES performed a comprehensive tree inventory in conjunction with the City of St. Augustine Land Development Code. Trees are identified using a dichotomous key to specify exact species botanical and common name. Trees are then measured for DBH (Diameter at Breast Height) at the standard 4.5 feet above natural grade. Each tree is given a unique tree identification number and located with a sub-meter accurate GPS unit. Once all the data is collected, we compiled it in GIS (Geographic Information Systems) and provide a georeferenced pdf map overlaying current color aerial imagery. An excel spreadsheet is also provided giving the tree identification number, DBH, common name, and latitude and longitude coordinates for each tree inventoried. Then a licensed land surveyor located the trees.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Walls".

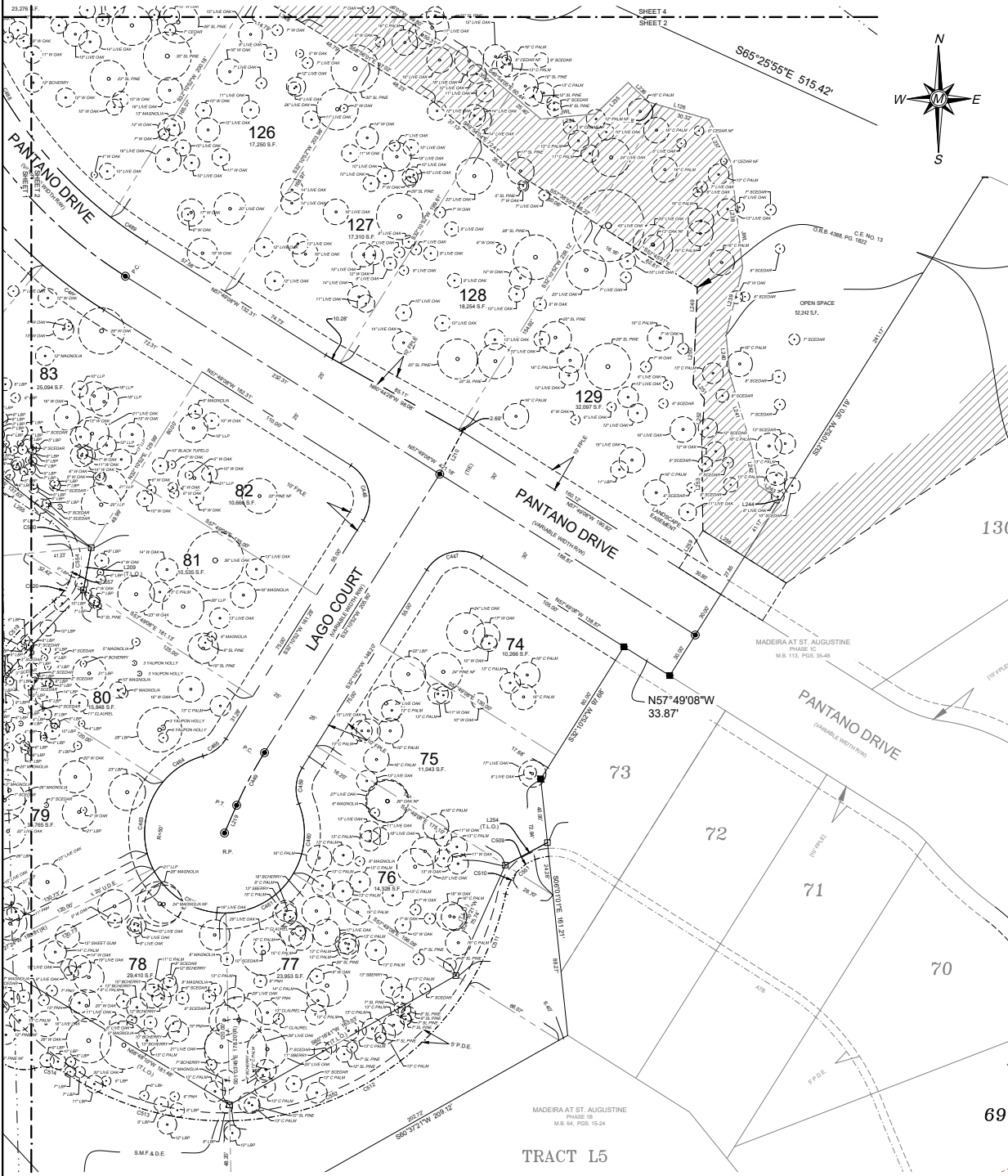
Chris Walls
ISA Certified Arborist® FL-9985A



SIGNED & SEALED TREE SURVEY

MAP SHOWING SURVEY OF

A PORTION OF THE PLAT OF NORTH ST. AUGUSTINE AS RECORDED IN MAP BOOK 3, PAGE 20, OF THE PUBLIC RECORDS OF ST. JOHNS COUNTY, FLORIDA, A PORTION OF OCEAN BOULEVARD (VACATED BY OFFICIAL RECORDS 833, PAGE 1519, SAID PUBLIC RECORDS) A PORTION OF UNSURVEYED SECTION 28, TOWNSHIP 8 SOUTH, RANGE 29 EAST, A PORTION OF THE JOSEPH S. SANCHEZ GRANT, SECTION 54, TOWNSHIP 8 SOUTH, RANGE 29 EAST, A PORTION OF THE JOSEPH S. SANCHEZ GRANT, SECTION 42, TOWNSHIP 8 SOUTH, RANGE 30 EAST, AND A PORTION OF UNSURVEYED SECTIONS 30, TOWNSHIP 8 SOUTH, RANGE 30 EAST, BEING MORE PARTICULARLY DESCRIBED AS THE UNRECORDED PRELIMINARY PLAT OF MADEIRA AT ST. AUGUSTINE PHASE 3 CITY OF ST. AUGUSTINE, ST. JOHNS COUNTY, FLORIDA.



ABBREVIATION LEGEND

1\"/>



SPECIAL PURPOSE SURVEY
ESTUARY MADERIA TREE SURVEY
 SECTION 28, TOWNSHIP 8 SOUTH
 RANGE 29 EAST, ST. AUGUSTINE
 ST. JOHNS COUNTY, FLORIDA

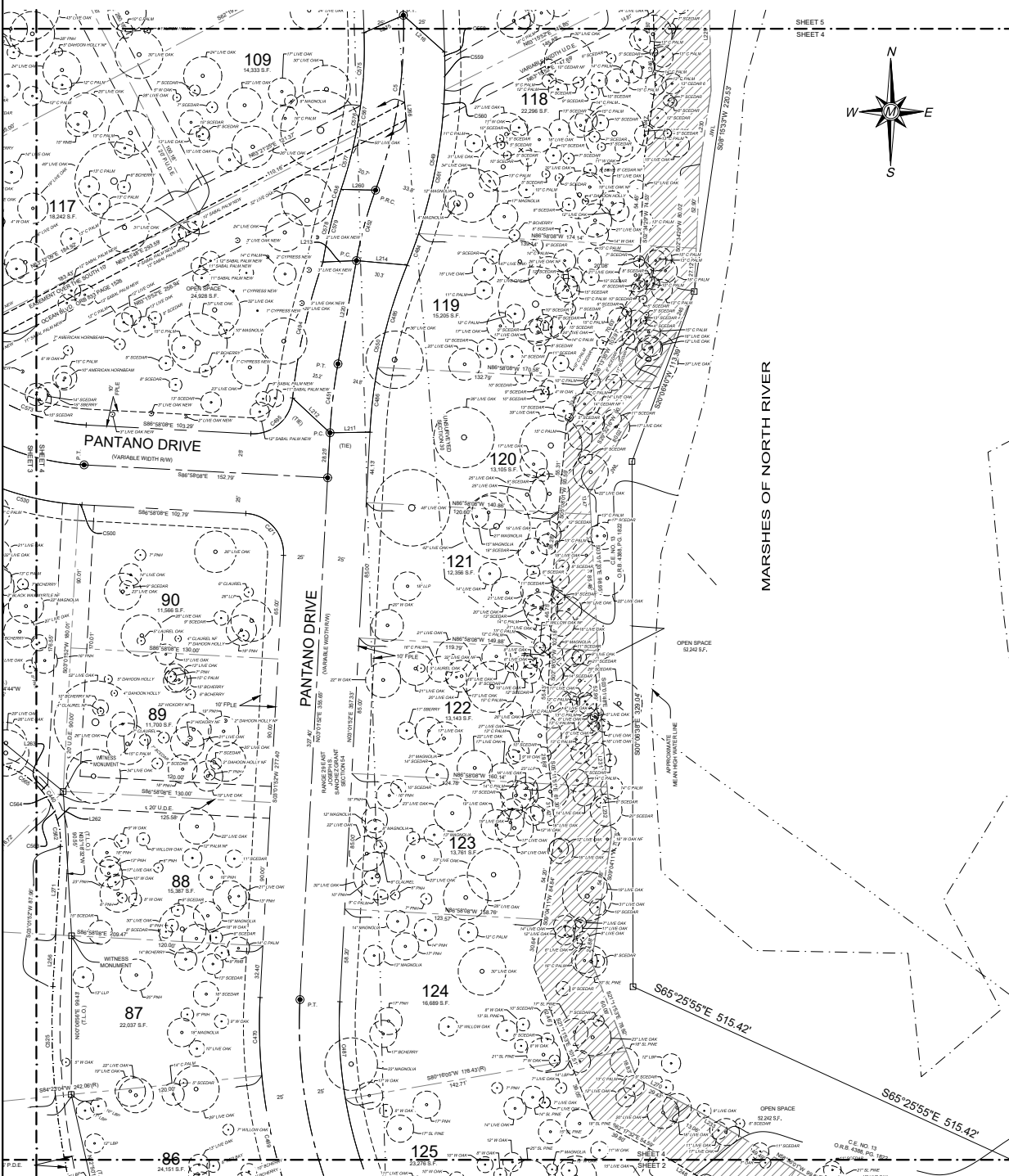
Matthews DCCM
 P.O. BOX 3126, 7 WALDO STREET
 ST. AUGUSTINE, FL 32084
 PHONE: 904.826.1334 • FAX: 904.826.4547
 INFO@MDGINC.COM

DATE	9/5/25	NO.	DATE	REVISIONS
SCALE	1"=30'			AS SHOWN
JOB NO.	25169			
DRAWN BY	TM/JAH			
DWG NO.	1			



MAP SHOWING SURVEY OF

A PORTION OF THE PLAT OF NORTH ST. AUGUSTINE AS RECORDED IN MAP BOOK 3, PAGE 20, OF THE PUBLIC RECORDS OF ST. JOHNS COUNTY, FLORIDA, A PORTION OF OCEAN BOULEVARD (VACATED BY OFFICIAL RECORDS 833, PAGE 1519, SAID PUBLIC RECORDS) A PORTION OF UNSURVEYED SECTION 25, TOWNSHIP 6 SOUTH, RANGE 29 EAST, A PORTION OF THE JOSEPH S. SANCHEZ GRANT, SECTION 34, TOWNSHIP 6 SOUTH, RANGE 29 EAST, PORTION OF THE JOSEPH S. SANCHEZ GRANT, SECTION 42, TOWNSHIP 6 SOUTH, RANGE 30 EAST, AND A PORTION OF UNSURVEYED SECTIONS 30, TOWNSHIP 6 SOUTH, RANGE 30 EAST, BEING MORE PARTICULARLY DESCRIBED AS THE UNRECORDED PRELIMINARY PLAT OF MADERIA AT ST. AUGUSTINE PHASE 3 CITY OF ST. AUGUSTINE, ST. JOHNS COUNTY, FLORIDA



ABBREVIATION LEGEND

L.P.	Live Oak
P.	Palm
S.	Shrub
B.	Banyan
M.	Mangrove
N.	Newly Planted Tree
...	...



SPECIAL PURPOSE SURVEY
ESTUARY MADERIA TREE SURVEY
 SECTION 30, TOWNSHIP 6 SOUTH
 RANGE 29 EAST, ST. AUGUSTINE
 ST. JOHNS COUNTY, FLORIDA

Matthews **DCCM**
 P.O. BOX 3126, 7 WALDO STREET
 ST. AUGUSTINE, FL 32084
 PHONE: 904.826.1334 • FAX: 904.826.4547
 INFO@MDGINC.COM

DATE	NO.	DATE
9/5/25		
11/3/27		
2/16/28		

REVISIONS

6 4
 SHEET 5
 SHEET 4

Attachment 5:
PZB2025-0085 Approved Tree Plan



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

Legend

- Proposed 25 retained (314 in.)
- Proposed 9 removed (147 in.)

0 15 30
Feet


Sources: ESRI Aerial Basemap

Information represented on this map is for planning purposes only.

CARTER ENVIRONMENTAL SERVICES, INC.

CES 42 Masters Drive
St. Augustine, FL 32084
904-540-1786
www.carterenv.com

Lot Alignment		
Lot 107 - Estuary Maderia		
Project:	5.24637	St. Augustine, FL
Date:	Nov 19 2025	


 Figure: **1**



Planning and Zoning Board

Planning Division Staff Report
 Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
April 7, 2026	8.b.	PZB2026-0028
Request	Address	Parcel ID
Conservation Overlay Zone Development	1017 Pantano Drive	073433-1160

Site & Background Information

Applicant:	Ryan Carter c/o Carter Environmental Services
Owners:	Toll Southeast LP Company Inc.
Property Class: (St. Johns County Property Appraiser)	0000 – Vacant Residential
Future Land Use Designation:	Residential Medium Density/Mixed Use
Zoning Designation:	Planned Unit Development: PUD (Ordinance No. 2001-12 & Ordinance No. 2015-34)
Acreage:	.38
Neighborhood:	N/A
Archaeological Zone:	N/A

Request Summary

This is a request for [Conservation Overlay Zone \(COZ\) development](#) for significant tree and significant tree canopy removal within [COZ 3](#) for the construction of a single-family home at 1017 Pantano Dr.

Ordinance No. 2015-34, an ordinance modifying Ordinance 2001-12, the Ponce de Leon Resort and Convention Center PUD, creating the Madeira Planned Unit Development (PUD), includes Exhibit “A” which is a list of modifications that were agreed to by the developer. Relevant modifications are included below.

19. The side setbacks on lots over 85 feet wide will be increased from 7.5 to 10 feet with flexibility to allow the setback to be reduced to 5 feet in order to save existing trees provided adjacent lot setback is increased to 15 feet to maintain a 20-foot combined setback.
20. Every lot will have a minimum of one tree for every ten feet of road frontage.
30. Development covenants shall require "stem wall construction" for all construction in forested areas consisting of hardwoods within the northeast corner of the property and the lots adjacent to Robinson Creek.
32. Lots will not be cleared as part of the development of infrastructure. Lots will be cleared by residential builders in compliance with the City's tree ordinance.
38. Expand the 25-foot buffer along the ICW marsh where there is sufficient depth on a lot to allow for increasing the buffer without compromising the ability to place a home on the lot which meets prescribed set back requirements while maximizing tree preservation. In any event the overall average of the entire length of the ICW buffer shall not be less than 35 feet.
39. Language will be inserted into the Covenants and Restrictions to be recorded for the project, which will protect this buffer and prohibit its disturbance or elimination

The Planning and Zoning Board (PZB) is tasked with reviewing this application and its requests for tree removal and ensure that it complies with the City of St. Augustine’s ordinances related to trees and landscaping.

This property previously appeared before the Planning and Zoning Board on December 2, 2025 (PZB2025-0085) was approved to remove 8 trees and retain 27 trees.

Consistency with the City of St. Augustine Comprehensive Plan 2040

Goal, Policy, or Objective	Staff Analysis
Future Land Use Element [LINK TO DOCUMENT]	
<p>Policy 8.1.5</p> <p>Continue to value the existing tree canopy and promote healthy urban forestry practices.</p>	<p>The Board is tasked with the evaluation of this request and its compliance with the city’s policy to continue valuing the existing tree canopy.</p>
Historic Preservation Element [LINK TO DOCUMENT]	
Conservation and Coastal Management Element [LINK TO DOCUMENT]	

<p>Objective 2.6</p> <p>The City shall commit to preservation of community trees and the urban forest to improve air quality, community health, quality of life, aesthetics, and energy conservation.</p>	<p>The Board is authorized, by city ordinances, to impose limitations on the nature and manner of construction to ensure that this proposal is consistent with the city’s objectives to improve air quality, community health, quality of life, aesthetics, and energy conservation by preserving the urban forest.</p>
Recreation and Open Space Element [LINK TO DOCUMENT]	
Transportation and Mobility Element [LINK TO DOCUMENT]	
Housing Element [LINK TO DOCUMENT]	
Infrastructure Element [LINK TO DOCUMENT]	

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

Based on **Sec. 11-27** of the City’s Code,

Conservation Overlay Zone 3 is comprised of uplands and urban/residential areas which are inland from Zones 1 and 2, and which require special environmental consideration. Zone 3 is comprised of those undeveloped areas considered to be special flood hazard areas and significant tree canopy areas.

Conservation overlay zone development means any construction or use which requires a permit from the city, physically located or taking place within a conservation overlay zone.

Significant tree means a tree described in the following list:

Latin Name	Common Name	Minimum dbh to Maximum dbh
<i>Fraxinus spp.</i>	ash	18
<i>Betula nigra</i>	birch, river	24
<i>Punus serotina</i>	black cherry	18
<i>Nyssa sylvatica</i>	blackgum, black tupelo	18
<i>Catalpa binoniodes</i>	catalpa	18
<i>Prunus caroliniana</i>	cherry laurel	10
<i>Lagerstroemia indica</i>	crape myrtle - single trunk	10
<i>Taxodium distichum</i>	cypress, bald (pond cypress)	10
<i>Ulmus parvifolia</i>	elm, drake	10
<i>Ulmus alata</i>	elm, winged	10
<i>Ulmus Americana</i>	elm, American	18
<i>Chionanthus virginicus</i>	fringetree	10
<i>Carya tomentosa</i>	hickory, mockernut	18
<i>Carya glabra</i>	hickory, pignut	18
<i>Ilex opaca</i>	holly, American	10
<i>Ilex cassine</i>	holly, dahoon	10
<i>Ilex x attenuate</i>	holly, "East Palatka"	10
<i>Gordonia lasianthus</i>	loblolly bay	10
<i>Magnolia grandiflora</i>	magnolia, southern	18

Latin Name	Common Name	Minimum dbh to Maximum dbh
<i>Magnolia grandiflora var</i>	magnolia, southern v. "Little Gem"	10
<i>Magnolia virginiana</i>	magnolia, sweetbay	10
<i>Acer rubum and Acer spp.</i>	maple, red or other maples	18
<i>Quercus hemisphaerica</i>	oak, laurel	15 to 36
<i>Quercus laurifolia</i>	oak, laurel (swamp)	15 to 36
<i>Quercus virginiana</i>	oak, live (southern live oak)	18
<i>Quercus nuttallii</i>	oak, nuttall	18
<i>Quercus spp.</i>	oak, other unlisted species	18
<i>Quercus stellata</i>	oak, post	18
<i>Quercus falcata</i>	oak, red (southern red oak)	18
<i>Quercus geminate</i>	oak, sand live	10
<i>Quercus shumardii</i>	oak, shumard	18
<i>Quercus laevis</i>	oak, turkey	18
<i>Quercus nigra</i>	oak, water	15 to 36
<i>Quercus phellos</i>	oak, willow	18
<i>Carya illinoensis</i>	pecan	18
<i>Pinus palustris</i>	pine, longleaf (excluding silviculture uses)	15
<i>Cercis canadensis</i>	red bud	10
<i>Juniperus virginiana</i>	red cedar, eastern	8
<i>Juniperus silicicola</i>	red cedar, southern	8
<i>Liquidambar styraciflua</i>	sweetgum	18
<i>Platanus occidentalis</i>	sycamore	18
<i>Liriodendron tulipifera</i>	tulip-poplar, tuliptree	18
<i>Juglans nigra</i>	walnut, black	18
<i>Celtis laevigata</i>	hackberry (sugarberry)	15 to 36

Significant tree canopy areas are defined as clusters of trees which form at least twenty-five (25) percent cover and include a variety of oak species and softwood species. [[LINK TO CODE SECTION](#)]

Section 11-29(c)

Based on **Sec. 11-29(c)** of the City's Code, applications for development in Conservation Overlay Zones shall be evaluated according to the following criteria:

- (1) Site specific conditions.
- (2) The site's relationship to adjacent properties, bodies of water and surrounding conservation zones.
- (3) Natural and proposed drainage patterns.
- (4) Effect of point and nonpoint discharge in the marine environment.
- (5) Proposed soil stabilization and erosion control methods.
- (6) Impact on floodplain.
- (7) Impact of development on vegetative and animal communities.
- (8) Potential for contaminated drainage, storage of pollutants and the use of poisonous chemicals and materials.
- (9) Effect of shade on vegetation and shellfish.

- (10) Effect of boat wake and boat traffic on manatees, vegetation, shellfish and wildlife, as well as shoreline erosion.
 - (11) Impact of development on shoreline by linear feet and percent of site.
 - (12) Impact of development on vistas and scenic opportunities by linear feet, height, mass and percent of site.
 - (13) Existing amounts of native plants and proposed retention and use of native plants for landscape and open space purposes.
 - (14) Impact of development on plant and animal habitat and potential loss in acres and percent of site.
 - (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.)
 - (16) Impact of development on shellfish and on commercial and sport fish and waterfowl.
- [\[LINK TO CODE SECTION\]](#)

Section 11-29 (d)

In addition, based on **Sec. 11-29(d)** of the City’s Code, permits for structures and uses located within Conservation Overlay Zone 3 shall be issued only for those structures and uses which do not significantly alter the surface water hydrology or tree canopy cover, or cause the removal of significant trees. **The PZB is authorized to impose limitations on the nature and manner of construction** and/or so as to avoid alteration of surface water hydrology which would increase the flood hazard potential and to minimize the impact on existing trees and native vegetation.

The city PZB shall consider and base all decisions on the following considerations. Staff analysis is in **BOLD** text. [\[LINK TO CODE SECTION\]](#)

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

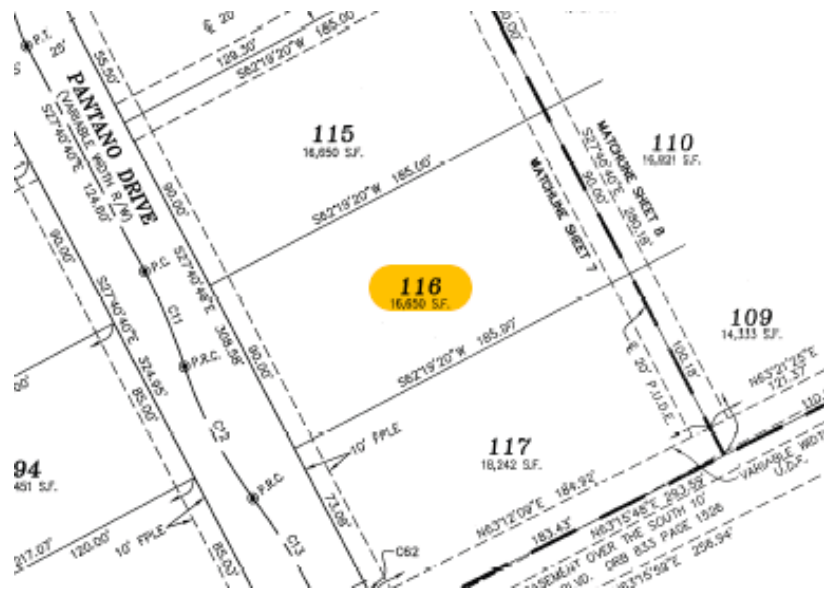
The condition of trees with respect to disease, insect attack, and danger of falling is unknown as an arborist report has not been provided by the applicant.

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

The trees removed are within the footprint of the house or driveway.

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

The lot could drain to street or to the drainage easement at the rear of the property. Lot 116 is platted with a ten-foot P.U.D.E (Private Unobstructed Drainage Easement) in the rear of the property.



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

Much of the Madeira community has been clear cut due to the remediation efforts to remove arsenic contamination. The importance of keeping the trees within the areas that were not part of remediation efforts is heightened to maintain existing vegetation and to decrease overall impacts of large-scale tree removal.

- e. Whether the tree has been designated a significant tree.

Lot 116 has eighteen significant trees on site. Twelve significant trees will be retained, and six significant trees will be removed and are highlighted below. Tree # 11 and Tree #12 will be retained and were listed by the applicant as not significant but are significant and are highlighted in green.

Significant Trees Lot 116

1. Tree # 9 – 23 DBH Live Oak (LIO)
2. Tree # 15- Live Oak (LIO)
3. Tree # 11 - 34 DBH Live Oak (LIO)
4. Tree # 13 – 14 DBH Cedar (CED)
5. Tree # 18 – 18 DBH Black Cherry (LIO)
6. Tree # 19- 16 DBH Cedar (CED)
7. Tree # 22 – 43 DBH Live Oak (LIO)
8. Tree # 28 – 14 DBH Cedar (CED)
9. Tree # 31 - 24 DBH Live Oak (LIO)
10. Tree # 13 - 28 DBH Pignut Hickory (PHIK)
11. **Tree # 26 - 8 DBH Cedar (CED)**
12. **Tree # 27 – 8 DBH Cedar (CED)**
13. **Tree # 4 – 17 Water Oak (WRO) (removed)**

- 14. Tree # 5 – 15 Water Oak (WRO) (removed)
- 15. Tree # 7 – 28 DBH Live Oak (LIO)(removed)
- 16. Tree # 8 – 38 DBH Live Oak (LIO) (removed)
- 17. Tree #16 – 15 DBH Cedar (CED)(removed)
- 18. Tree # 17 – 15 DBH Cedar (CED)(removed)

- f. Impact upon the urban and natural environment, including:
 - 1. Ground and surface water stabilization.
 - 2. Water quality and aquifer recharge.
 - 3. Ecological impacts.
 - 4. Noise pollution.
 - 5. Air movement.
 - 6. Air quality.
 - 7. Wildlife habitat.

Madeira Phase three is south of the Northeast Florida Regional Airport. Retaining trees will help mitigate noise pollution from the airport.

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

The house placement appears to be strategic to preserve significant trees. Staff notes the PUD does allow lots over 85 feet wide to decrease the side setback from 7.5 to five feet if the combined side setbacks total twenty feet. This lot is 90 feet wide and eligible for a flexible side yard setback to retain trees.

Sec. 11-28. – Issuance of building permits.

- (d) Removal of significant trees shall be [reviewed by the Planning and Zoning Board](#), all significant trees removed shall be replaced in accordance with the requirements of [Chapter 25](#).

Sec. 25-53 (d) Tree mitigation requires the credits for trees retained to be in excess of deficits of trees removed. The tree mitigation table in the application shows -22 deficits for tree removal and 65 credits for trees retained or relocated. The applicant has a positive number of tree credits which is consistent with the requirements of Chapter 25.

Staff Recommendation

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 1017Pantano Drive / PID 073433-1160.

Because the application is missing pertinent information Staff recommends Continuation for additional information or reconsideration or Denial of the application if the Board finds they do not have sufficient information to review the application.

The applicant should provide the following information:

- **The tree mitigation plan should include all easements including utility, drainage, and conservation easements so that the Board can accurately determine if the structure can be moved to save trees.**
- **An arborist report so that the Board can assess the health and condition of the trees to make accurate determination on the value of retaining (Sec. 11-29 (d)(1)a).**
- **Lot grading plan with limits of fill and tree protection measures.**

Attachments

1. Site Maps & Photos
2. Application
3. St. Johns County Property Appraiser Report
4. Supplemental Information
5. PZB2025-0085 Approved Tree Mitigation Plan

Staff Report prepared by:

Sarah Daugherty
Planning Manager
Planning and Building Department

**Attachment 1:
Site Maps
and Photos**

1017 Pantano Dr.



12/13/2025



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

Zoning Map

City of St. Augustine

1017 Pantano Dr.

Legend

 Planned Unit Development (PUD)

Scale: 1:1,000



0 35 70 140 Feet




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

Future Land Use

City of St. Augustine

1017 Pantano Dr.

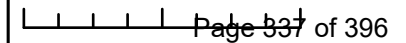
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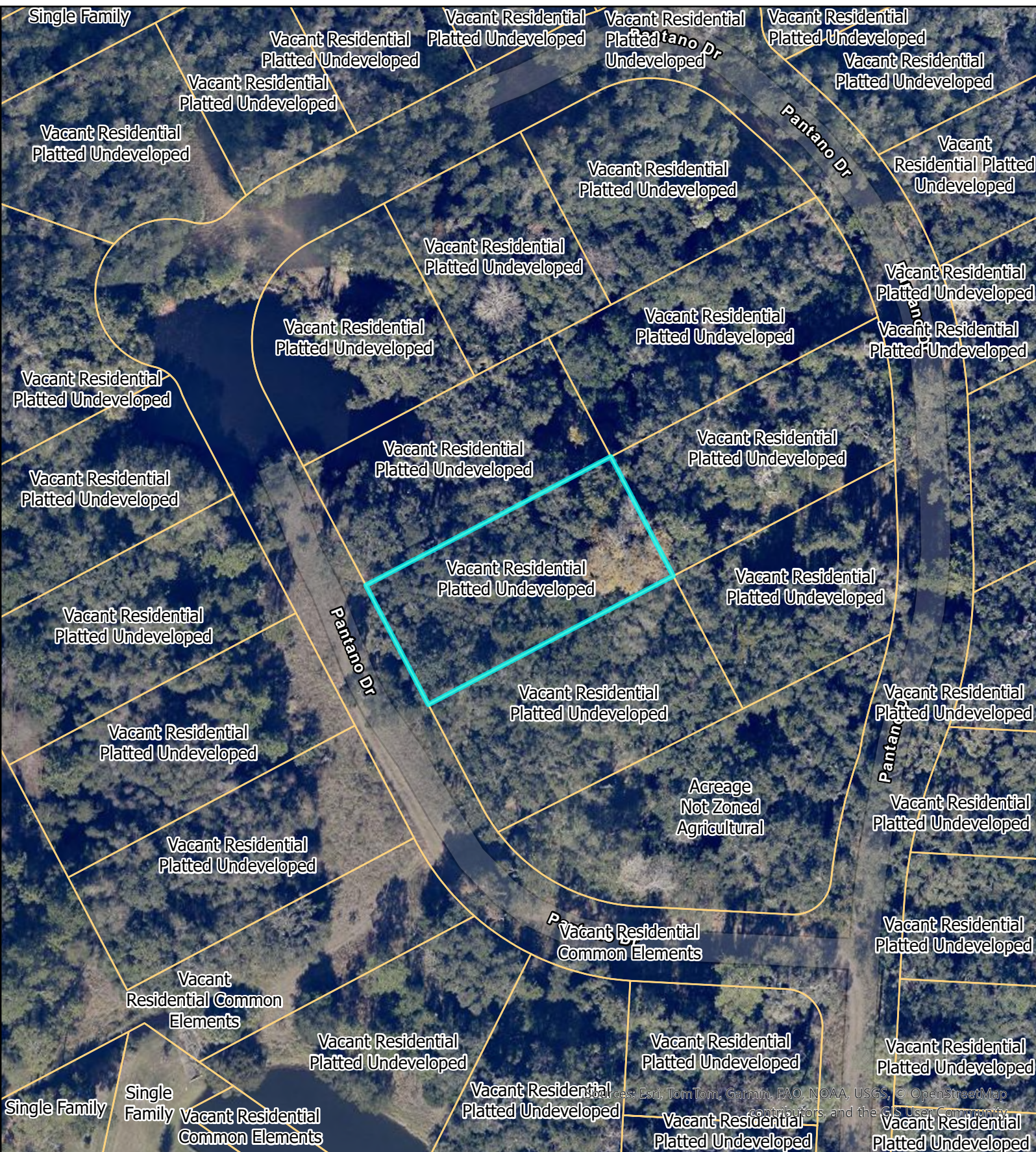
 Planned Unit Development (PUD)

Scale: 1:1,000



0 30 60 120 Feet





St Johns County Property Appraiser
Use Classification
City of St. Augustine
 1017 Pantano Dr.

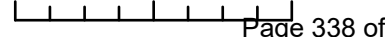
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 ParcelInfo

Scale: 1:1,000



0 30 60 120 Feet



Legend

DEM2018

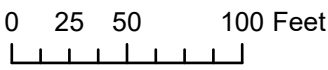
Value

- 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

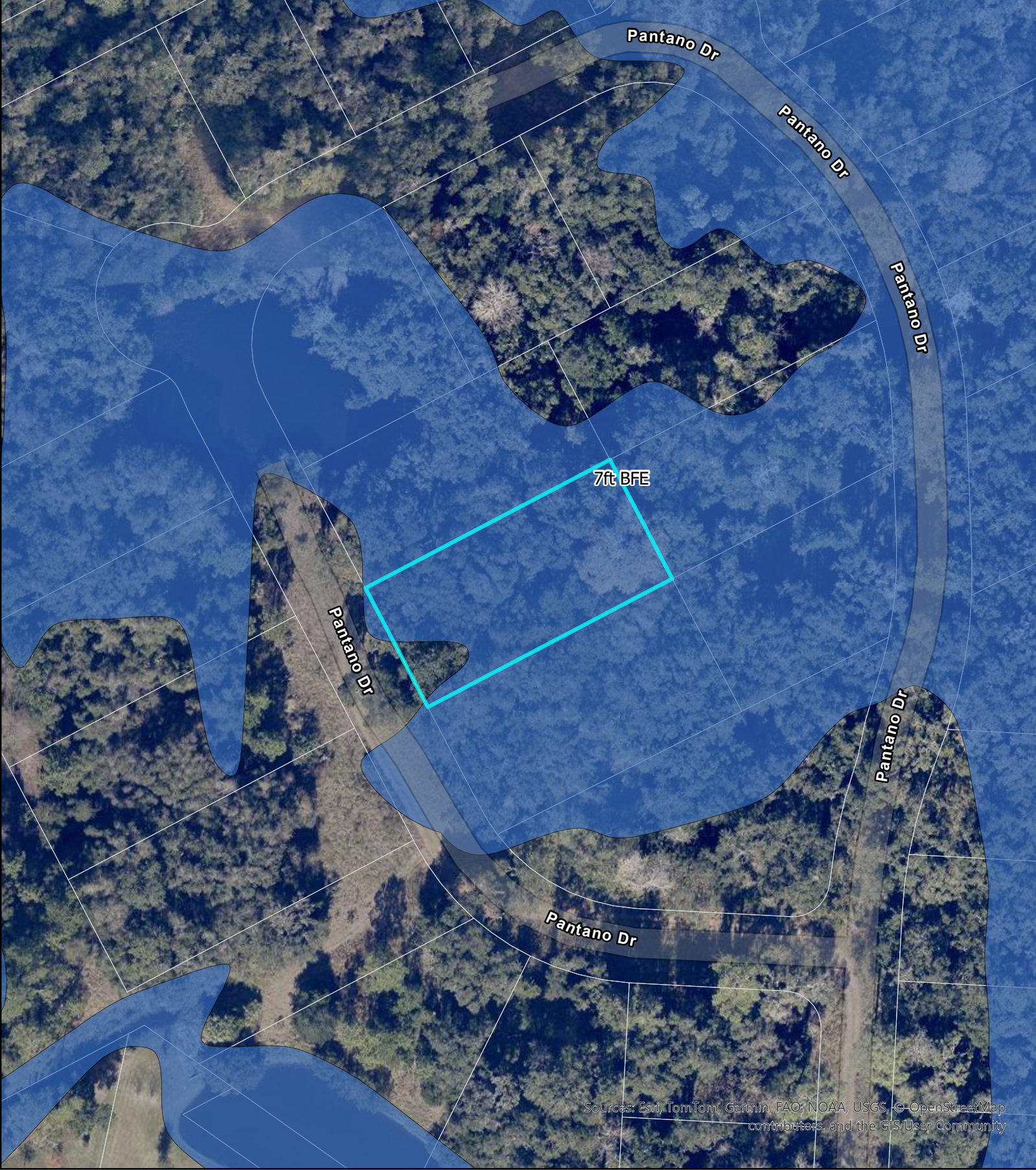


Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community

Digital Elevation Model DEM 2018
City of St. Augustine
1017 Pantano Dr.
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

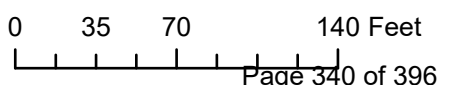
City of St. Augustine

1017 Pantano 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: _____ 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: _____

9. IF APPLYING FOR A VARIANCE, PLEASE COMPLETE THE FOLLOWING AND EXPLAIN THE SITUATION FULLY ALONG WITH PROVIDING DOCUMENTATION:
- (a) Does the property because of size, shape, topography or other physical conditions, suffer singular disadvantage, which disadvantage does not apply to other properties in the vicinity: _____

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

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

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

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

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

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

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

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

R. A. Carter

2-27-26

Signature of Applicant

Date

[Handwritten Signature]

3/2/26

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.

Print name of applicant

A handwritten signature in black ink that reads "R. A. Coats".

Signature of applicant

Date



Owner's Authorization For Agent

CARTER ENVIRONMENTAL SERVICES is/are hereby authorized TO ACT ON BEHALF OF Toll Bros., 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]
Signature of Owner
Nate Beidle
Print Name of Owner
904-217-3052
Telephone Number

State of Florida

County of St. Johns

Signed and sworn before me on this 2 day of March, 2024

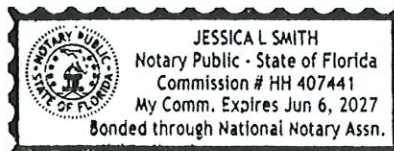
By Nate Beidle, VP

Identification verified:

Oath sworn: Yes No

Notary Signature: Jessica Smith

My Commission expires: Jun 6, 2027



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.

4000 US HIGHWAY 1

Project Address: _____

RYAN CARTER

Applicant's Name: _____ Applicant's Signature: 

Owner's Name: Nate Biddle 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

Summary

Parcel ID	0734331160	
Location Address	1017 PANTANO DR SAINT AUGUSTINE 32095-0000	No Image Available
Neighborhood	MADEIRA EAST MARSH/POND (2200.06)	
Tax Description*	129/24-31 MADEIRA AT ST AUGUSTINE PHASE 3 LOT 116 OR6168/875 <i>*The Description above is not to be used on legal documents.</i>	
Property Use Code	Vacant Residential (0000)	
Subdivision	MADEIRA AT ST AUGUSTINE PHASE 3	
Sec/Twp/Rng	54-6-29	
District	Madeira Community Development District City (District 457)	
Millage Rate	19.5552	
Acreage	0.380	
Homestead	N	

Owner Information

Owner Name [Toll Southeast Lp Company Inc](#) 100%
 Mailing Address 40 EVEREST LN
 SAINT JOHNS, FL 32259-0000

Map



Valuation Information

Assessed Year	2026
Building Value	\$0.00
Extra Features Value	\$0.00
Total Land Value	\$175,000.00
Agricultural (Assessed) Value	\$0.00
Agricultural (Market) Value	\$0.00
Just Market	\$175,000.00
Total Deferred	\$0.00
Assessed Value	\$175,000.00
Total Exemptions	
Taxable Value	\$175,000.00

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

Historical Assessment Information

Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	\$0	\$0	\$5,000	\$0

Land Information

Use Description	Front	Depth	Total Land Units	Unit Type	Land Value
Vacant Residential	0	0	1	UT	\$175,000

Sale Information

Recording Date	Sale Date	Sale Price	Instrument Type	Book	Page	Qualification	Vacant/Improved	Grantor	Grantee
6/17/2025	6/12/2025	\$7,545,000.00	WARRANTY DEED	6168	875	Q	V	PONCE ASSOCIATES LLC	TOLL SOUTHEAST LP COMPANY INC

No data available for the following modules: 2025 TRIM Notice, 2024 TRIM Notice, Exemption Information, Building Information, Sketch Information, Extra Feature Information.

The St. Johns County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation.
[| User Privacy Policy](#) | [| GDPR Privacy Notice](#)
 Last Data Upload: 3/4/2026, 3:47:28 AM

[Contact Us](#)



Attachment 4:
Supplemental Information



42 Masters Drive
St. Augustine, FL 32084
Tel: 904.540.1786
www.carterenv.com

March 2, 2026

City of St. Augustine
Planning and Zoning Board
75 King Street
St. Augustine, FL 32084

RE: Conservation Overlay Zone 3 - Modified Tree Removal Request
Lot 116 - Estuary at Madeira
1017 Pantano Drive
Parcel No. 0734331160

To Whom it May Concern,

On behalf of the property owner, we respectfully submit this Conservation Overlay Zone 3 modification application for Lot 116 within Estuary at Madeira.


Lot 116 was previously approved for the removal of three (3) protected trees and four (4) significant trees. Based on the finalized home layout and site improvements, we are requesting authorization for the removal of one (1) additional protected tree and two (2) additional significant trees, as reflected in the enclosed revised tree removal plan and credit/debit summary. Additionally, the applicant was able to preserve one tree that was previously approved for removal, specifically a 17-inch Live Oak, which provides three (3) tree credits. This effort demonstrates the applicant's continued commitment to working within the site constraints to retain as many existing trees as possible while accommodating the proposed development.

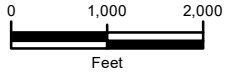
All tree data was collected and verified in accordance with City standards and supporting documentation including the signed and sealed tree survey, exhibits, and credit/debit calculations are included for your review. We respectfully request approval of this modified tree removal application. Please feel free to contact me if additional information or clarification is needed.

A handwritten signature in black ink that reads "Ryan Carter".

Ryan Carter
Carter Environmental Services
42 Masters Drive
St. Augustine, FL 32084
904-540-1786
ryan@carterenv.com

Legend

 Lot 116: 0.38 ac.



Sources: ESRI Aerial Basemap

Information represented on this map is for planning purposes only.



Sources: Esri, HERE, Garmin, Intermap, increment P Corp., GEBCO, USGS, FAO, NPS, NRCAN, GeoBase, IGN, Kadaster NL, Ordnance Survey, Esri Japan, METI, Esri China (Hong Kong), (c) OpenStreetMap contributors, and the GIS User Community

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CARTER ENVIRONMENTAL SERVICES, INC.



42 Masters Drive
St. Augustine, FL 32084
904-540-1786

www.carterenv.com

Location

Lot 116 - Estuary Madeira



Project: 5.24637


St. Augustine, FL

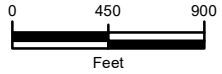
Date: Mar 04 2026

Figure:

1

Legend

 Lot 116: 0.38 ac.



Sources: ESRI Aerial Basemap

Information represented on this map is for planning purposes only.

SUBJECT PARCEL

Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

CARTER ENVIRONMENTAL SERVICES, INC.



42 Masters Drive
St. Augustine, FL 32084
904-540-1786

www.carterenv.com

Madeira Overview

Lot 116 - Estuary Madeira



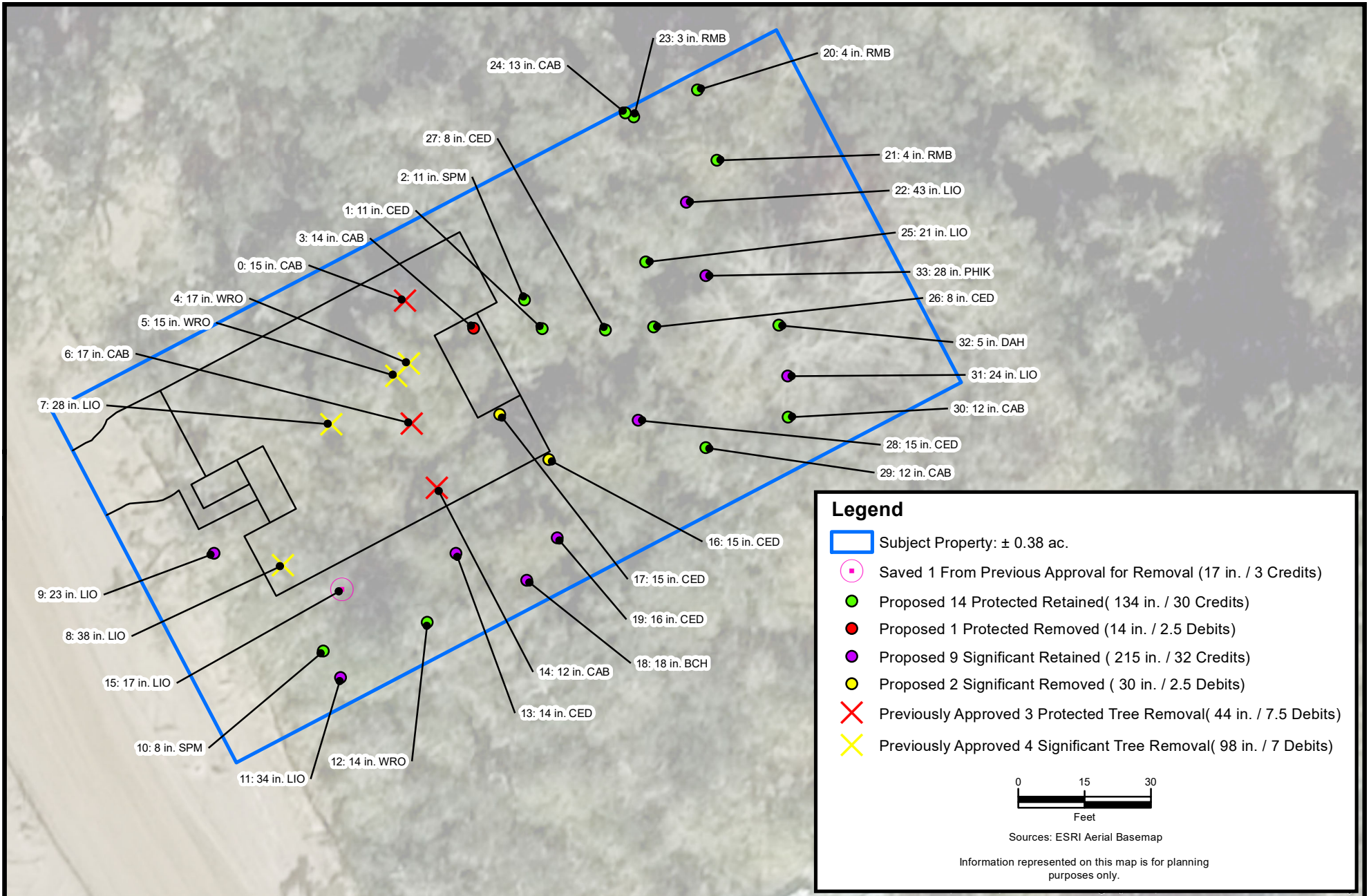
Project: 5.24637

St. Augustine, FL

Date: Mar 04 2026

Figure: 2

F:\CES Projects\Project Files\Active\Projects\EstuaryMadeira\GIS\MapX\30scale\April2026\ZB116\Lot116_Alignment.mxd



CARTER ENVIRONMENTAL SERVICES, INC.

CES 42 Masters Drive
St. Augustine, FL 32084
904-540-1786
www.carterenv.com

Proposed Tree Removal
Lot 116 - Estuary Madeira

Project: 5.24637

St. Augustine, FL

Date: Mar 04 2026

Figure: 3



FID	SURVEY ABRV.	COMMON NAME	DBH	SIGNIFICANT	CREDIT
0	CAB	CABBAGE PALM	15		-2.5
3	CAB	CABBAGE PALM	14		-2.5
4	WRO	WATER OAK	17	YES	-1.5
5	WRO	WATER OAK	15	YES	-1.5
6	CAB	CABBAGE PALM	17		-2.5
7	LIO	LIVE OAK	28	YES	-2
8	LIO	LIVE OAK	38	YES	-2
14	CAB	CABBAGE PALM	12		-2.5
16	CED	CEDAR	15	YES	-2.5
17	CED	CEDAR	15	YES	-2.5
10			186		-22

FID	SURVEY ABRV.	COMMON NAME	DBH	SIGNIFICANT	CREDIT
1	CED	CEDAR	11		2
2	SPM	SABAL PALM	11		2
9	LIO	LIVE OAK	23	YES	4
10	SPM	SABAL PALM	8		2
11	LIO	LIVE OAK	34	YES	4
12	WRO	WATER OAK	14		3
13	CED	CEDAR	14	YES	3
15	LIO	LIVE OAK	17		3
18	BCH	BLACK CHERRY	18	YES	3
19	CED	CEDAR	16	YES	3
20	RMB	RED MULBERRY	4		1
21	RMB	RED MULBERRY	4		1
22	LIO	LIVE OAK	43	YES	4
23	RMB	RED MULBERRY	3		1
24	CAB	CABBAGE PALM	13		3
25	LIO	LIVE OAK	21		4
26	CED	CEDAR	8		2
27	CED	CEDAR	8		2
28	CED	CEDAR	15	YES	3
29	CAB	CABBAGE PALM	12		3
30	CAB	CABBAGE PALM	12		3
31	LIO	LIVE OAK	24	YES	4
32	DAH	DAHOON HOLLY	5		1
33	PHIK	PIGNOT HICKORY	28	YES	4
24			366		65

Tree Credit and Debit Summary

Credits:

Count	DBH	PTS
24	366	65

Debits:

Count	DBH	PTS
10	186	-22
14	180	43



42 Masters Drive, St. Augustine, FL 32084
Tel: 904.540.1786
www.carterenv.com

October 3, 2025

Carter Environmental Services (CES) Arborist Tree Inventory Practices

CES performed a comprehensive tree inventory in conjunction with the City of St. Augustine Land Development Code. Trees are identified using a dichotomous key to specify exact species botanical and common name. Trees are then measured for DBH (Diameter at Breast Height) at the standard 4.5 feet above natural grade. Each tree is given a unique tree identification number and located with a sub-meter accurate GPS unit. Once all the data is collected, we compiled it in GIS (Geographic Information Systems) and provide a georeferenced pdf map overlaying current color aerial imagery. An excel spreadsheet is also provided giving the tree identification number, DBH, common name, and latitude and longitude coordinates for each tree inventoried. Then a licensed land surveyor located the trees.

If you have any questions, please do not hesitate to contact me.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Walls".

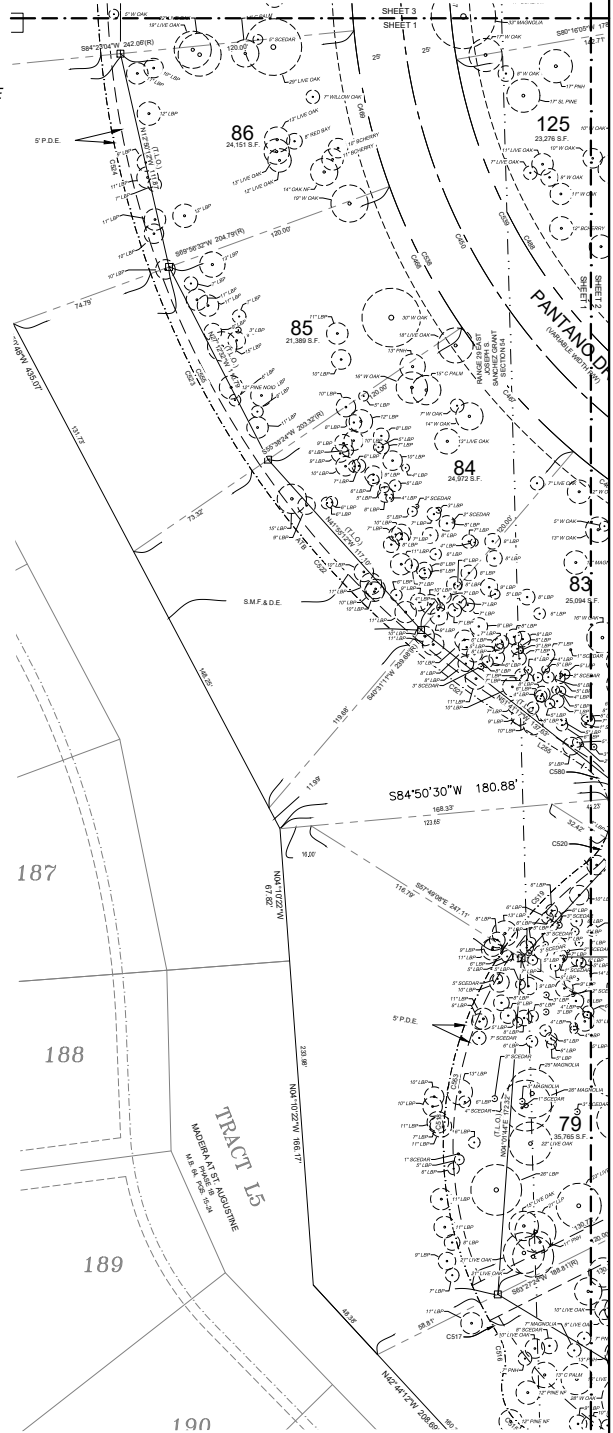
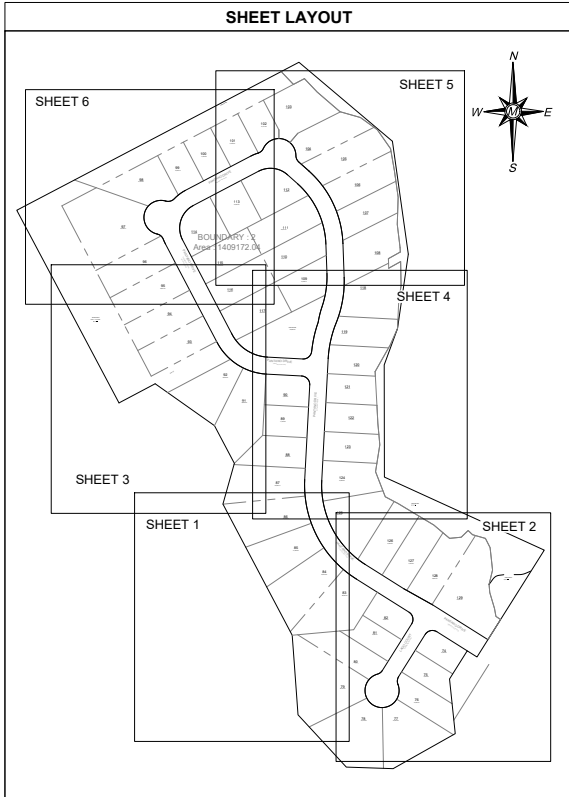
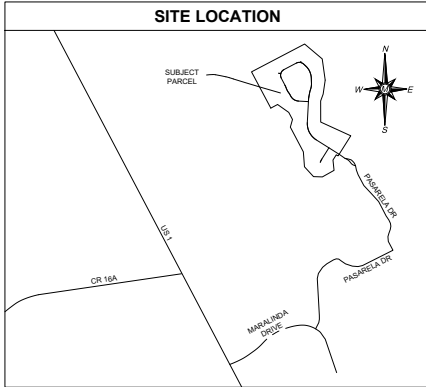
Chris Walls
ISA Certified Arborist® FL-9985A



SIGNED & SEALED TREE SURVEY

MAP SHOWING SURVEY OF

A PORTION OF THE PLAT OF NORTH ST. AUGUSTINE AS RECORDED IN MAP BOOK 3, PAGE 20, OF THE PUBLIC RECORDS OF ST. JOHNS COUNTY, FLORIDA. A PORTION OF OCEAN BOULEVARD (LOCATED BY OFFICIAL RECORDS 833, PAGE 1518, SAID PUBLIC RECORDS) A PORTION OF UNSURVEYED SECTION 25, TOWNSHIP 6 SOUTH, RANGE 29 EAST, A PORTION OF THE JOSEPH S. SANCHEZ GRANT, SECTION 54, TOWNSHIP 6 SOUTH, RANGE 29 EAST, A PORTION OF THE JOSEPH S. SANCHEZ GRANT, SECTION 42, TOWNSHIP 6 SOUTH, RANGE 30 EAST, AND A PORTION OF UNSURVEYED SECTIONS 30, TOWNSHIP 6 SOUTH, RANGE 30 EAST, BEING MORE PARTICULARLY DESCRIBED AS THE UNRECORDED PRELIMINARY PLAT OF MADERIA AT ST. AUGUSTINE PHASE 3 CITY OF ST. AUGUSTINE, ST. JOHNS COUNTY, FLORIDA.



NOTES:

1. THIS IS A SPECIAL PURPOSE SURVEY FOR TREE LOCATION.
2. BEARINGS ARE BASED THE UNRECORDED PRELIMINARY PLAT FOR "MADERIA AT St. Augustine Phase 3".
3. NO FLOOD INSURANCE RATE MAP INFORMATION DISPLAYED ON THE SURVEY.
4. TREES AS SHOWN ON THIS MAP WERE IDENTIFIED BY CARTER ENVIRONMENTAL SERVICES INC. DATED JULY 3RD, 2025, PROJECT 524637, EXCLUDING THOSE IDENTIFIED AS "NF" (NO FLAG).
5. THOSE TREES LABELED THAT INCLUDE "NF" (NO FLAG) WERE NOT IDENTIFIED BY AN ARBORIST AND WERE IDENTIFIED BY THE THIS FIRM.
6. ALL TREE HORIZONTAL LOCATIONS WERE LOCATED BY A SURVEY GRADE "TRIMBLE R12" GNSS RECEIVER RUNNING TRIMBLE ACCESS SOFTWARE VERSION 2024.10.
7. ALL BEARING CALLS, TRACTS AND LABELED EASEMENTS ARE PER PRELIMINARY PLAT. SEE PLAT FOR LINE, CURVE AND ABBREVIATION INFORMATION. (SHOWN FOR REFERENCE PURPOSES ONLY)
8. 2002 TOTAL TREES LOCATED, 121 TREES LOCATED THAT DID NOT HAVE NUMBERED FLAGS.

ABBREVIATION LEGEND	
LF	LOBLOLLY PINE
SL	SOUTHERN CEDAR
LC	LONGLEAF CEDAR
LS	LONGLEAF PINE
SLP	SLY PINE
SLF	SLY FERN
BL	BURR OAK
BR	BROWN BERRY
BS	BURR OAK
BSB	BLACK BERRY
CL	CORONA PALM
PL	PALM
PK	RECALCIBERRY
NS	NEEDLE
NP	NEARLY PLANTED TREE

JEREMY A HEWITT, P.S.M.
FLORIDA LICENSED SURVEYOR AND MAPPER No. LS 7413
FLORIDA LICENSED SURVEYING AND MAPPING BUSINESS No. LB 8590



SPECIAL PURPOSE SURVEY
**ESTUARY MADERIA
TREE SURVEY**
SECTION 30, TOWNSHIP 6 SOUTH
RANGE 29 EAST, ST. AUGUSTINE
ST. JOHNS COUNTY, FLORIDA

Matthews DCCM
P.O. BOX 3126, 7 WALDO STREET
ST. AUGUSTINE, FL 32084
PHONE: 904.826.1334 • FAX: 904.826.4547
INFO@MDCM.COM

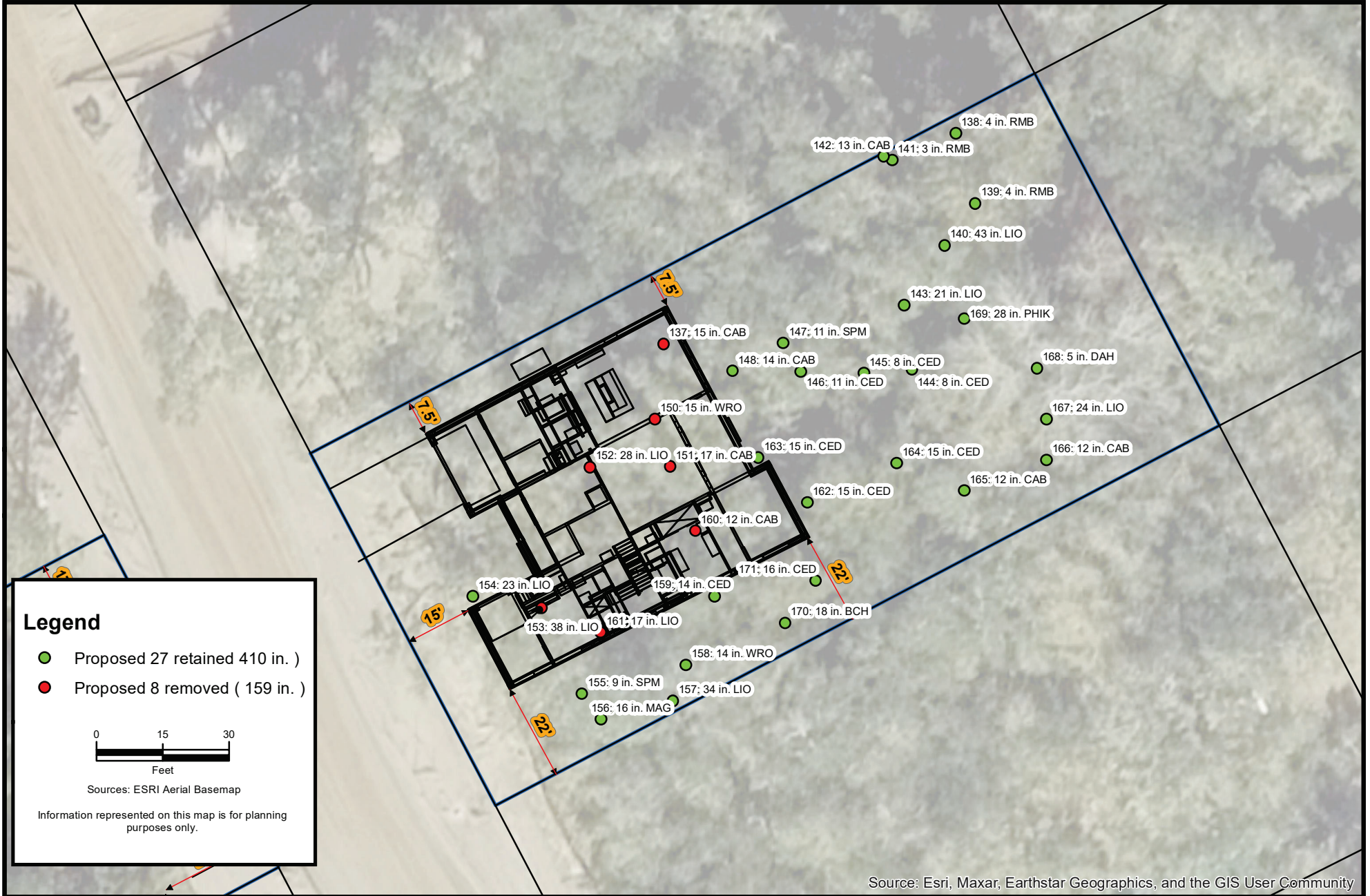
DATE	NO.	DATE	REVISIONS
9/25			ISSUE FOR CONSTRUCTION

SCALE	JOB NO.	DRAWN BY	DWG NO.
1"=30'	25169	TM/JAH	1



**Attachment 5:
PZB2025-0085 Approved Tree Plan**


F:\CES Projects\Project Files\Active\Projects\Project Files\2024\5.24637 Toll Bro Estuary Maderia\GIS\XDD\30scale\Lot116_Alignment.mxd



Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

CARTER ENVIRONMENTAL SERVICES, INC.
CES 42 Masters Drive
 St. Augustine, FL 32084
 904-540-1786
www.carterenv.com

Lot Alignment Lot 116 - Estuary Maderia		
Project:	5.24637	St. Augustine, FL
Date:	Nov 19 2025	


 Figure: **1**



Planning and Zoning Board

Planning Division Staff Report
 Planning and Building Department

Public Hearing Date	Agenda Item	Application Number
April 7, 2026	9.a	PZB2026-0032
Request	Address	Parcel ID
Land Use Plan Amendment and Rezoning	19 E San Carlos Avenue	191730-0000

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 Residential Medium Density and a request to recommend a rezoning from Residential Single-Family-One (RS-1) to Residential General-One (RG-1) 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 [LINK TO DOCUMENT]
Existing Future Land Use
<p>FLUE Policy 6.4.3</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>
Requested Future Land Use
<p>FLUE Policy 6.4.4</p> <p>Residential Medium Density</p> <p>This district is intended to apply to those neighborhoods designated for single and multiple-family dwellings and uses, as well as those nonresidential uses compatible and complementary with medium density residential uses, so as to create and maintain a diverse medium intensity residential character. A maximum of thirty percent (30%) of the Residential Medium Density land use designation shall be allocated for nonresidential uses. Nonresidential uses shall be limited to low intensity commercial, public and institutional uses including schools consistent with the Public Schools Facilities Element, recreation and Open Land (Conservation), as appropriate.</p> <p>For Residential Uses a maximum of 16 units per acre; public and institutional uses are limited to the density and intensity of the most restrictive adjacent land use.</p>

Goal, Policy, or Objective

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

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 application does not give justification for the change. Staff notes that knowing the intended use of the property would be helpful in evaluating the request.
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). 19 E San Carlos Ave. does not meet the minimum lot size requirements of the current zoning or requested zoning. The requested Future Land Use is step up in density and would allow multi-family as well as single family and few non-residential uses compatible and complementary with medium density residential uses. The lot size of .09 acres would only allow one unit on the property with the increase in density allowed by the change of Future Land Use. The applicant may find it difficult to provide parking or stormwater for the additional permitted uses allowed by RG-1 Zoning.

3. Consistency with the comprehensive plan.

The request would create an “island” of Residential Medium Density and RG-1 zoning within an area of Residential Low Density and RS-1 zoning. The surrounding current uses per the St. Johns County Property Appraiser are predominately single-family with several multi-family uses within the general area. The parking lot to the west is the exception, however, staff notes parking facilities are an allowable use by exception within RS-1 zoning. Livability is an issue that residents have expressed as important to them and this request should be evaluated in whether this change would balance livability and economic pressures facing our residential neighborhoods. It is difficult for staff to fully evaluate whether this request would negatively affect livability without a proposed use.

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

19 E San Carlos Avenue	
RS-1	RG-1
Permitted Uses	
<p><i>Permitted uses and structures:</i></p> <ul style="list-style-type: none"> - Single-family dwellings - home-based business. 	<p><i>Permitted uses and structures:</i></p> <ul style="list-style-type: none"> - Single-family dwellings. - Multiple-family dwellings. - Housing for the elderly. - Rooming houses and boardinghouses. - Tourist homes and bed and breakfast inns. - Neighborhood recreational facility. - Accessory apartments. - Home-based business.

19 E San Carlos Avenue

RS-1

RG-1

Permissible Uses by Exception

Permissible uses by exception:
See [section 28-347](#),

Permissible uses by exception:

- See [section 28-347](#), special event venue as per [section 28-347\(8\)](#) only allowed as an accessory use to a principal use.
- Hospitals and medical clinics, medical and dental offices, and intermediate care facilities.
- Professional offices, such as accountant, architect, attorney, engineer, land surveyor, optometrist and similar uses.
- Business offices, such as real estate broker, insurance agent, stockbroker, manufacturer's agent and similar uses.
- Radio or television broadcasting office.
- Marinas, including food service incident to operation of a marina.
- Hotels and motels with or without kitchenettes (maximum thirty (30) units).
- Restaurants and/or bars in connection with hotels or motels, with a maximum of three (3) seats per hotel or motel unit.
- Hair salons, barbershops, interior decorators, photographic and art studios, and dance and music studios.
- Mobile food dispensing vehicle as per [section 28-347\(9\)](#).

Minimum lot requirements (width and area)

Single-family dwellings:

- Minimum lot width, seventy-five (75) feet.
- Minimum lot area, one-quarter acre (10,890 square feet).

Single-family dwellings:

- Minimum lot width, fifty (50) feet.
- Minimum lot area, five thousand four hundred fifty (5,450) square feet.

Multiple-family dwellings:

1. Minimum lot width, fifty (50) feet.

19 E San Carlos Avenue	
RS-1	RG-1
	<p>2. Minimum lot area, seven thousand two hundred fifty (7,250) square feet for the first two (2) units and one thousand seven hundred fifty (1,750) square feet for each additional unit to a maximum of sixteen (16) units per acre.</p> <p><i>Nonresidential uses:</i></p> <ul style="list-style-type: none"> - Minimum lot width, fifty (50) feet. - Minimum lot area, five thousand four hundred fifty (5,450) square feet.
Minimum yard setback requirements	
<p><i>Residential uses:</i></p> <ul style="list-style-type: none"> - Front, twenty (20) feet. - Side, fifteen (15) feet. - Rear, twenty (20) feet. 	<p><i>Residential uses:</i></p> <ul style="list-style-type: none"> - Front, fifteen (15) feet. - Side, ten (10) feet. - Rear, ten (10) feet. <p><i>Nonresidential uses:</i></p> <ul style="list-style-type: none"> - Front, fifteen (15) feet. - Side, ten (10) feet. - Rear, ten (10) feet.
Maximum lot coverage by all buildings	
Twenty-five (25) percent.	Thirty-five (35) percent.
Maximum height of structures	
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 Residential Medium Density and rezone the property from Residential Single-Family-One: RS-1 to Residential General-One: RG-1. 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 use is not permitted within the RS-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.

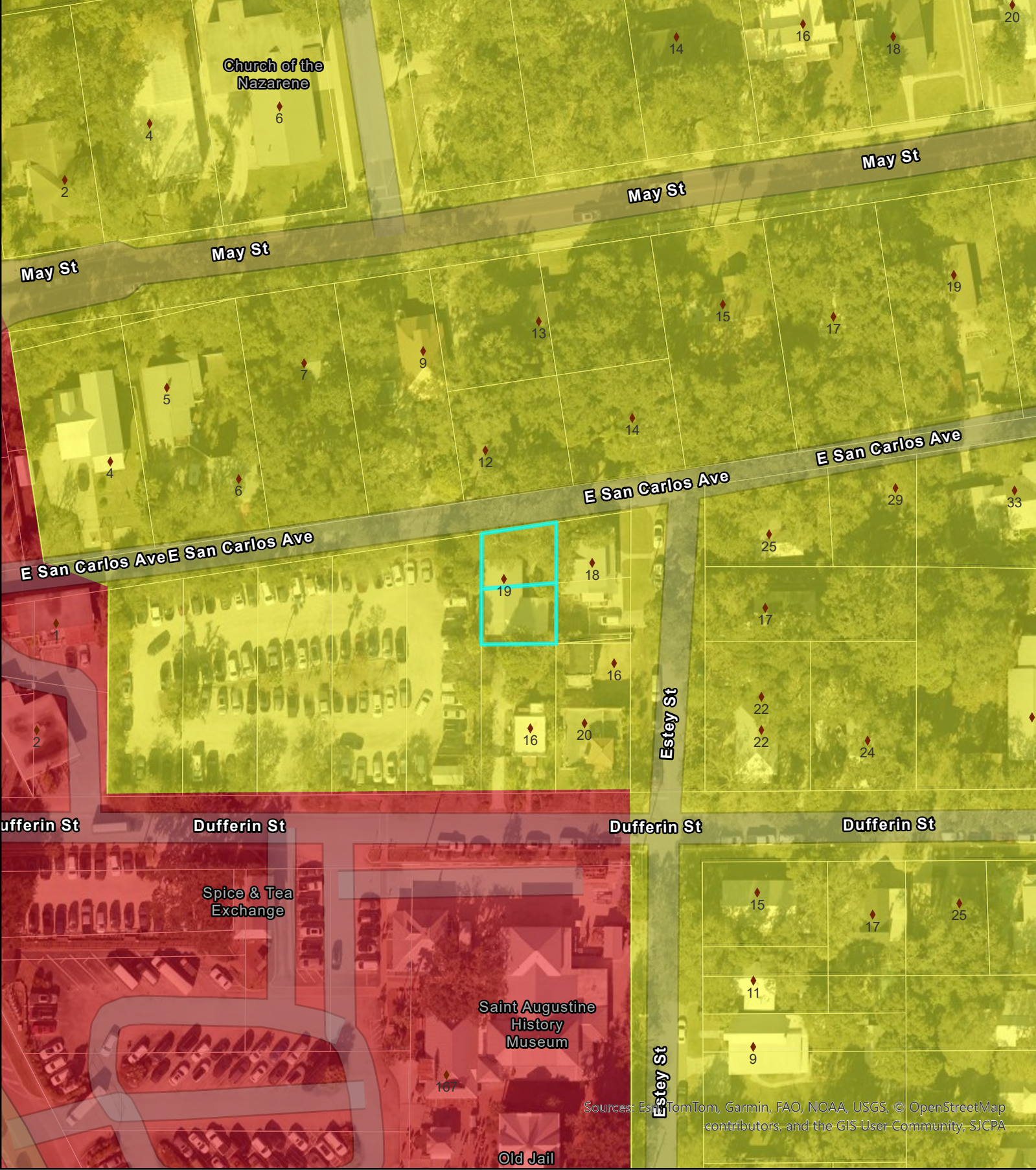
Attachments

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**



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

Future Land Use

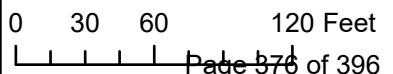
City of St. Augustine

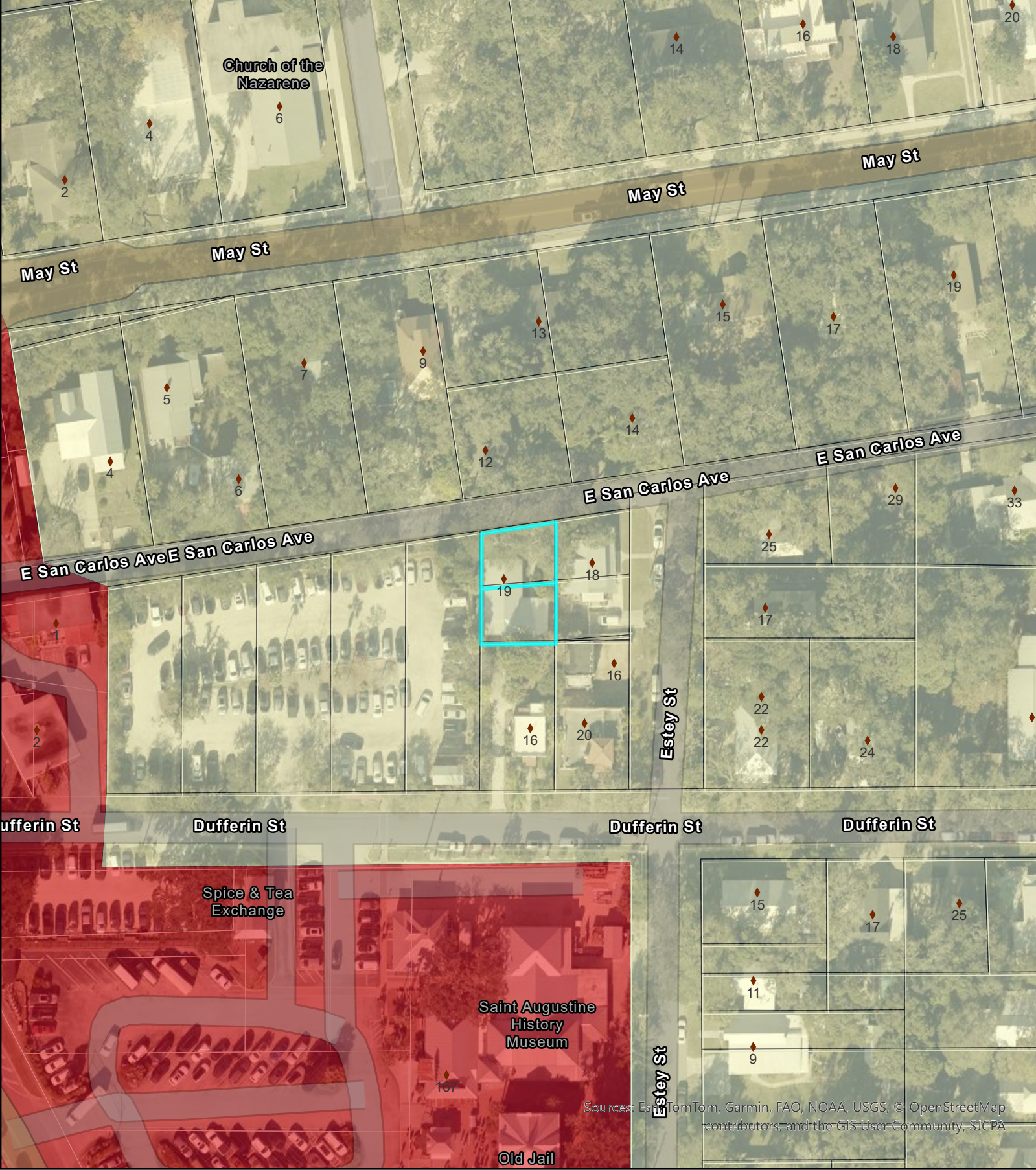
19 E San Carlos Ave.

Legend

- Commercial Medium Intensity
- Residential Low Density

Scale: 1:1,000





Zoning Map

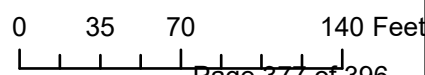
City of St. Augustine

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

Legend

DEM2018

Value

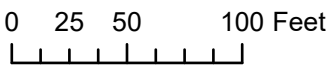
- 23.451 to 0
- 0 to 2
- 2 to 4
- 4 to 6
- 6 to 8
- 8 to 10
- 10 to 15
- 15 to 25
- 25 to 50
- 50 to 155



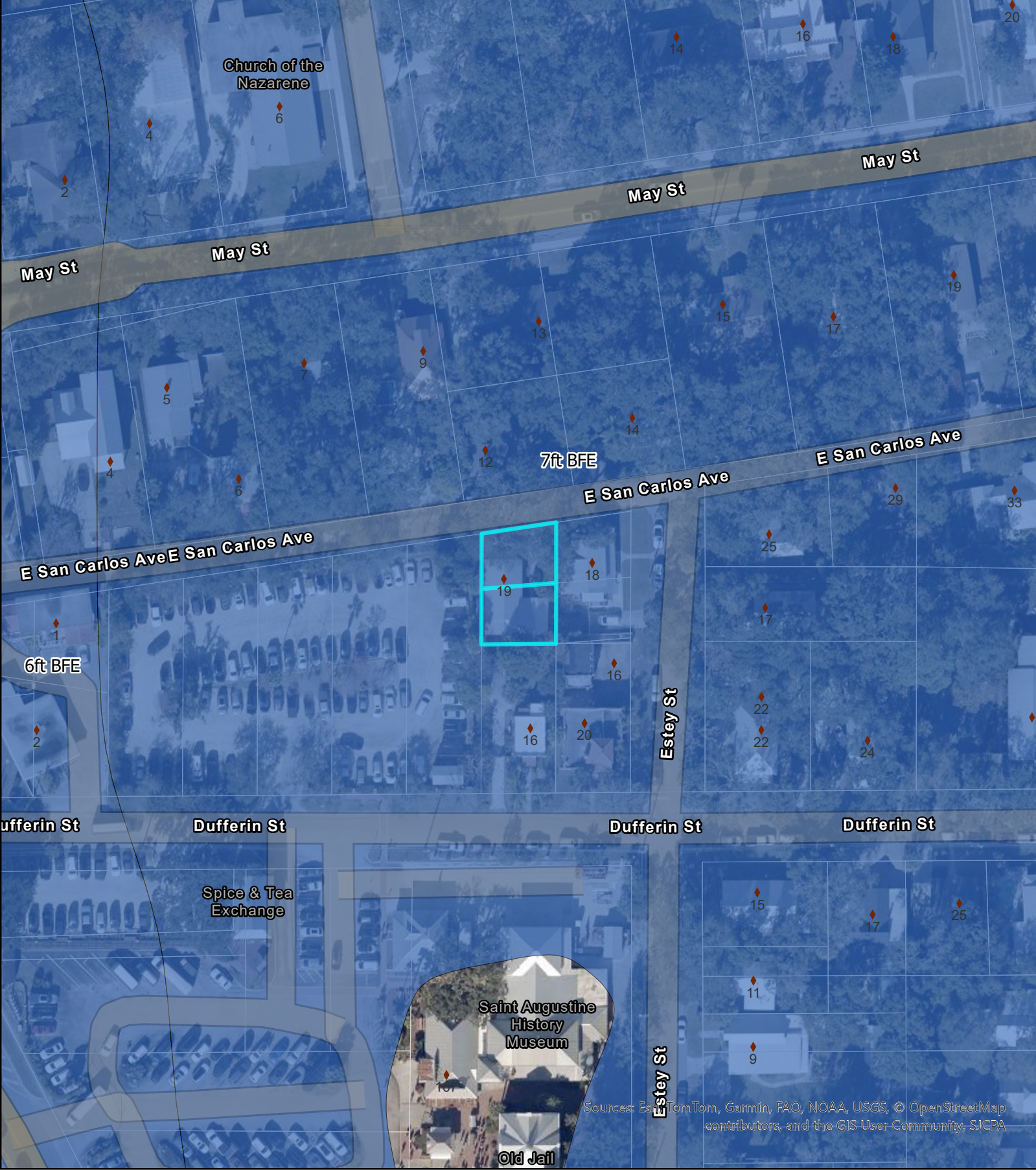
Sources: Esri, TomTom, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community, SJCPA



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

19 E San Carlos Ave.



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.

04/18/2019

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

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

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

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

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

10. PREVIOUS APPLICATIONS:

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

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



11. AGREEMENT:

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

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

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

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

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: _____

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
Just Market	\$355,328.00
Total Deferred	\$0.00
Assessed Value	\$355,328.00
Total Exemptions	
Taxable Value	\$355,328.00

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

Historical Assessment Information

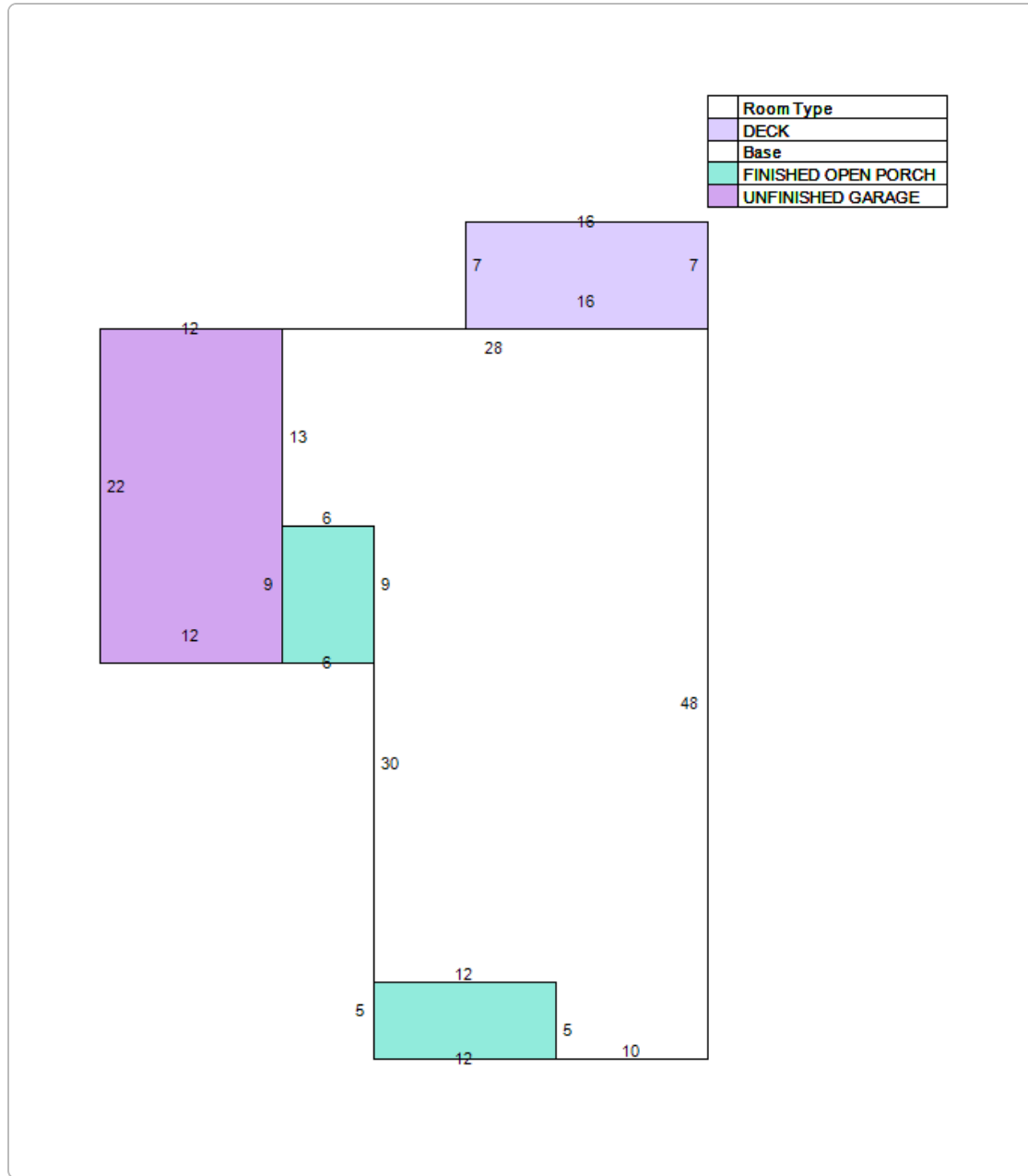
Year	Building Value	Extra Feature Value	Total Land Value	Ag (Market) Value
2025	\$120,167	\$0	\$192,780	\$0
2024	\$97,768	\$0	\$192,780	\$0
2023	\$101,457	\$0	\$171,360	\$0
2022	\$107,797	\$0	\$143,942	\$0
2021	\$78,783	\$0	\$89,964	\$0
2020	\$92,551	\$0	\$68,544	\$0
2019	\$75,478	\$0	\$68,544	\$0
2018	\$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	3708	1020	U	I	DEUTSCHE BANK NATIONAL TRUST COMPANY TRUSTEE	AMUNDSON KATHERINE
	4/26/2002	\$127,000.00	WARRANTY DEED	1751	1548	Q	I	MC ALEAVEY SUE-SAN	AMUNDSON KATHERINE
	5/27/1997	\$0.00	OTHER INSTRUMENT	1244	1051	U	I	WEIR WILBUR W (DECD) & MC ALEAVEY SUE-SAN	MC ALEAVEY SUE-SAN (LETT OF ADMIN)
	2/26/1997	\$0.00	WILL	1244	1048	U	I	WEIR WILBUR W ESTATE (LAST WILL & TESTAMENT)	
	1/28/1997	\$0.00	COURT ORDER	1223	1327	U	I	WEIR WILBUR W ETAL	WEIR WILBUR W ETAL
	6/16/1994	\$61,000.00	WARRANTY DEED	1059	504	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

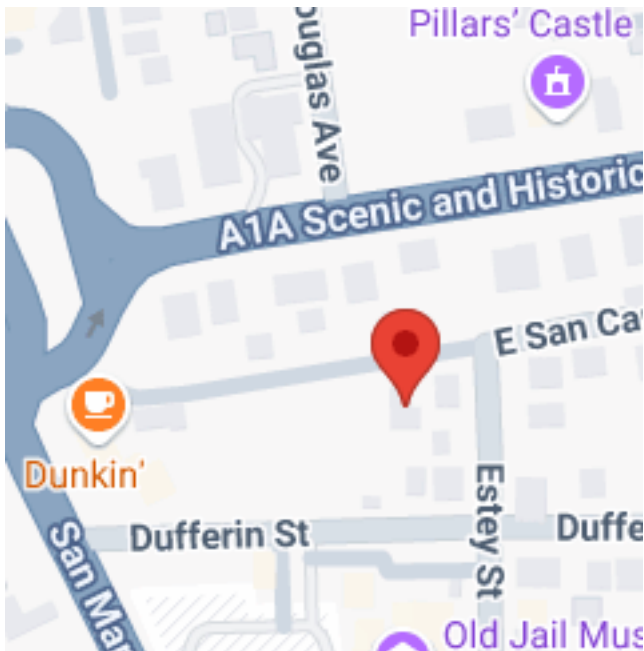


**Attachment 4:
Supplemental
Information**



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

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

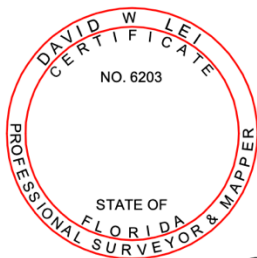
Client File Number: SJBOT-25-102

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



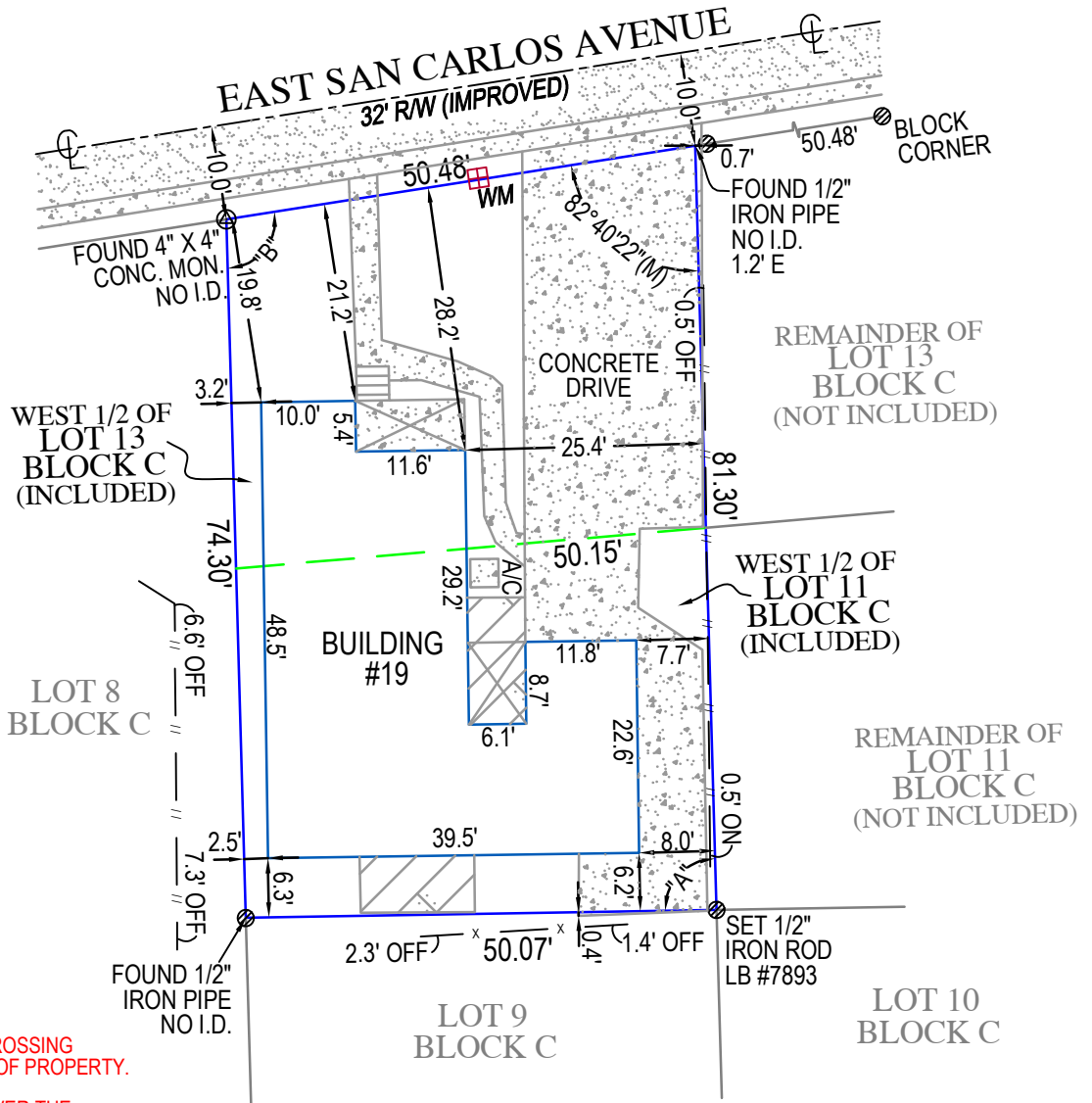
6250 N. MILITARY TRAIL, SUITE 102
WEST PALM BEACH, FL 33407
PHONE (561) 640-4800
STATEWIDE PHONE (800) 226-4807
STATEWIDE FACSIMILE (800) 741-0576
WEBSITE: <http://targetsurveying.net>

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.

TARGET
SURVEYING, LLC

LB #7893

SERVING FLORIDA
 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
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