



City of

STAUGUSTINE

----EST. 1565----

CITY OF ST. AUGUSTINE SPECIAL MAGISTRATE CODE ENFORCEMENT

WEDNESDAY, JUNE 3, 2026 - 9:00 AM

ALCAZAR ROOM

1. Swearing in of Staff
2. Approval of Minutes
3. General Public Comments for Items Not on the Agenda
4. Modifications to the Agenda
5. New Violation Hearing
 - a) CE2026-0252
Cataleta, Scott
10 Hybiscus Ave
Ch. 8 Sec. 8-608 –
Permits required.
 - b) CE2026-0290
Sebastian Harbor Villa Condo
S Ponce De Leon Blvd
Ch. 8 Sec. 8-608-
Permits required.
 - c) CE2026-0293
Sterk, Robert J Jr.
24 Florida Ave
Ch. 8 Sec. 8-608-
Permits required.
 - d) CE2026-0296
Harbour Island Executive
Center
1301 Plantation Dr
Ch. 25 Sec. 25-58-
Tree removal and replacement.

e) CE2026-0311
Legacy Portfolio Holdings LLC
10 Pacific St
Ch. 28 Sec. 28-146-
Registration.

f) CE2026-0312
Cool and Collected LLC
67 San Marco Ave
Ch. 28 Sec. 146-
Registration.

6. Fine Assignment Hearing

a) CE2025-0592
Roots Construction LLC
Largay, Joseph Jr
6 Blanche Ln
Ch. 19 Sec. 19-3-
Unlawful conditions.

b) CE2026-0283
Baker, Kellen Et Al
Irons, Matthew
83 Weeden St
Ch. 28 Sec. 146-
Registration.

7. Fine Reduction Hearing
None

8. Lien Hearing
None

9. Compliance Hearing

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

10. Previously Heard Cases Update

11. City Attorney Items

12. Other Business

13. Adjournment

Notices: In accordance with Florida Statute 286.0105: "If any person decides to appeal any decision made by the Code Enforcement, Adjustments and Appeals Board with respect to any matter considered at this scheduled meeting or hearing, the person will need a record of the proceedings, and for such purpose the person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based." In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in this proceeding should contact the individual or agency sending notice not later than seven days prior to the proceeding at the address given on the notice. Telephone: (904) 825-1007; 1-800-955-8771 (TDD) or 1-800-955-8770 (V), via Florida Relay Service. Please note that one or more members of the City Commission or its appointed boards or committees may attend this meeting and participate, however they may not engage in a discussion or debate amongst themselves on any issue that will likely come before their respective elected or appointed body. The materials prepared and presented are part of the City's ongoing Florida Public Records and Government in the Sunshine compliance and are not intended to be relied upon or to reach investors or the trading market.

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 1496900000
Location Address 10 HYBISCUS AVE
 SAINT AUGUSTINE 32084-0000
Neighborhood Fort Moosa Gardens (705)
Tax Description* 4-34 FT MOOSA GARDENS ALL LOT 7 (EX W12FT) & ALL LOT 9 (EX E45FT) BLK A OR2165/422
 *The Description above is not to be used on legal documents.
Property Use Code Single Family (0100)
Subdivision Fort Moosa Gardens, Revised Plat Of
Sec/Twp/Rng 60-7-30
District City of St Augustine (District 452)
Millage Rate 19.5552
Acreage 0.140
Homestead Y

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



Owner Information

CATALETA SCOTT A
 100%
 10 HYBISCUS AVE
 SAINT AUGUSTINE, FL 32084-0000

Exemption Information

Exemption Type	Status	Amount
Homestead Band		\$19,908
Homestead		\$25,000

Sec. 8-608. - Permit required.

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

**CITY OF ST. AUGUSTINE
MEMORANDUM**

TO: Code Enforcement Special Magistrate

DATE: May 28, 2026

SUBJECT: Case Number: CE2026-0252

RESPONDENT: SCOTT A CATALETA

LOCATION: 10 Hybiscus Ave Augustine FL 32084

PARCEL NUMBER: 1496900000

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

BACKGROUND INFORMATION:

My name is James Tomaselli, and I have been sworn in. I am a Code Enforcement Officer for the City of St Augustine, in this capacity for approximately 29 months, with prior experience obtained as a State Investigator with DBPR addressing Unlicensed Activity and Contractor Malfeasance for approximately four years. This case, number **CE2026-0252**, concerns the property located at **10 Hybiscus Avenue**, in the City of Saint Augustine, located in Saint Johns' County, FL. According to the official records of the Property Appraiser of St. Johns County, the property owner is, **Scott A Cataleta** and it is reflected as such on the agenda for today's meeting. On **March 5, 2026**, I observed a ramp constructed on the front of the residence identified above. A Search of City Works, the city permitting database, failed to reveal any recent permits for construction-related work on the property. Additionally, A Google Street View image dated May 2024; revealed there was no ramp attached to the residence at that time. Based upon this information, and my observations, case CE2026-0252, for work without permits, was initiated.

On **May 19, 2026**, a Notice of Violation and Notice of Hearing were prepared and sent to the Respondent via Certified and Regular Mail.

On **May 21, 2026**, the USPS attempted the delivery of the NOV and NOH and since there was no Authorized Recipient Available, a Notice was left, and the letter was not retrieved by the Respondent, as stated by the USPS Tracking site.

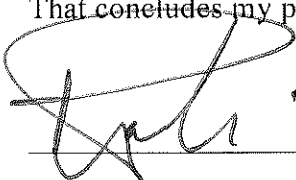
On **May 20, 2026**, I posted the property and City Clerk's Office with a copy of the NOH and NOV.

I have not established contact with the Respondent currently.

On **March 5, 2026**, I photographed the property. The photograph accurately shows what I saw on that date and has not been altered in any way.

At the writing of this report, there has been no communication with the Respondent or any attempts to initiate the permitting process.

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



James Tomaselli
Code Enforcement Officer

10 HYBISCUS AFTER AND BEFORE





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

CODE ENFORCEMENT DIVISION

May 19, 2026

IN THE MATTER OF: Name: **SCOTT CATALETA**

Address: 10 Hybiscus Avenue Saint Augustine Fl 32084

Case #: **CE2026-0252**

HEREBY KNOWN AS RESPONDENT(S)

OFFICIAL NOTICE OF VIOLATION

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

Code Section: Chapter 8, Sec. 608– Permits Required

SITE OF VIOLATION: 10 Hybiscus Avenue St Augustine Fl 32084

LEGAL DESCRIPTION: 4-34 FT MOOSA GARDENS ALL LOT 7 (EX W12FT) &
ALL LOT 9 (EX E45FT) BLK A OR2165/422

PARCEL NUMBER: 1496900000

The City of St. Augustine conducted an inspection and/or review of City records regarding the subject property on **March 7, 2026**, which revealed the following violations:

Respondent has Installed a Structural Ramp on Residence without Required Permits or Permissions

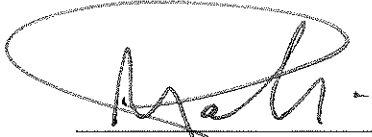
It is the Finding of the Code Enforcement Division of the Planning and Building Department of the City of St. Augustine that the Respondent shall comply with the above cited sections of the City Code of St. Augustine, Florida, **IMMEDIATELY** of the receipt of this Notice, or a fine of **up to \$250.00 PER DAY** may be imposed by the Magistrate.

Notice of Violation
CE2026-0252

The violation may be corrected via:

**OBTAIN REQUIRED PERMITS AND PERMISSIONS, PAY FEES AND OBTAINED
REQUIRED INSPECTIONS**

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



J. TOMASELLI
Code Enforcement Officer
904 669 0665

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

Certified Mail Number: 9489 0090 0027 6675 2476 54

cc: John P. Regan, City Manager
CEAAB File

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



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

CODE ENFORCEMENT DIVISION

OFFICIAL NOTICE OF SPECIAL MAGISTRATE HEARING

April 19, 2026

IN THE MATTER OF: Owner(s): SCOTT CATALETA

Address: 10 Hibiscus Avenue Saint Augustine FL 32085-3225

Case #: CE2026-0252

HEREBY KNOWN AS RESPONDENT(S)

RE: VIOLATION OF SECTION(S):

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

SITE OF VIOLATION: 10 Hibiscus Avenue, Saint Augustine FL 32084

DESCRIPTION: 4-34 FT MOOSA GARDENS ALL LOT 7 (EX W12FT) & ALL LOT 9 (EX E45FT) BLK A OR2165/422

PARCEL NUMBER: 1496900000

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet on **WEDNESDAY, June 3, 2026, at 9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street, and you have been placed on the agenda for the meeting in the matter of the following violations:

City Code, Chapter 8, Section 608, PERMITS REQUIRED

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

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

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

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



JAMES TOMASELLI
Code Enforcement Inspector

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

Certified Mail Number: **9489 0090 0027 6675 2476 54**

cc: David Birchim, City Manager

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

9489 0090 0027 6675 2476 54

AFFIDAVIT OF SERVICE

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

SCOTT A CATALETA

10 HYBISCUS AVENUE SAINT AUGUSTINE FL 32084

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: **CE2026-0252**

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

- 1. That I am employed by the City of St. Augustine Code Enforcement Department.
- 2. That pursuant to Florida Statute 162.12, on **May 19, 2026**,
I received a copy of the attached Notice of Hearing for the hearing dated **June 3, 2026**.

PRIMARY SERVICE:

- 3. That on **May 19, 2026**,
I mailed said Notice by certified U. S. Mail to the respondent, at the above listed address.
9489 0090 0027 6675 2476 54

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

SECONDARY SERVICE:

- 5. That on, **May 20, 2026**,
I posted said Notice on the property located at
10 HYBISCUS AVENUE SAINT AUGUSTINE FLORIDA 32084.

6. That on **MAY 20, 2026**,


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



JAMES TOMASELLI
Code Enforcement Inspector

FURTHER, Affiant saith not.

SWORN TO AND SUBSCSTREETRIBED BEFORE ME THIS 28 DAY OF May, 2026.



Notary Public, State of Florida

My Commission Expires: 28 day of August, 2026.



St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

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Homestead Compliance

Summary

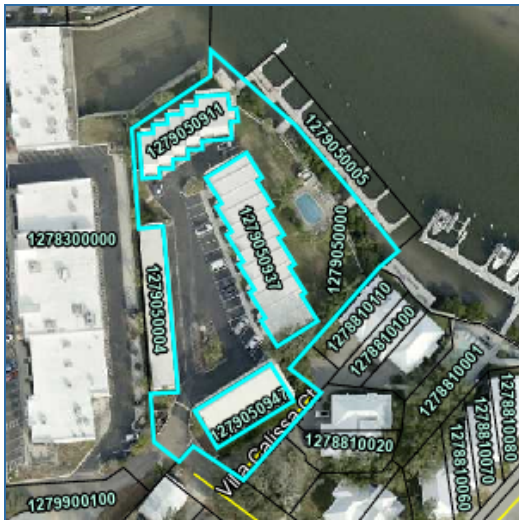
Parcel ID 1279050000
 Location S PONCE DE LEON BLVD
 Address SAINT AUGUSTINE 32084-0000
 Neighborhood Sebastian Harbor Villas Condo (690)
 Tax (OR696/48) SEBASTIAN HARBOR VILLAS CONDO COMMON
 Description* ELEMENTS ARE COMMON TO ALL & ARE ASSESSED TO ALL INDIVIDUAL UNIT OWNERS PURSUANT TO F.S. 193.023(5)
 *The Description above is not to be used on legal documents.
 Property Use Residential Condo Common Elements (0902)
 Code
 Subdivision N/A
 Sec/Twp/Rng 40-7-30
 District City of St Augustine (District 452)
 Millage Rate 19.5552
 Acreage 0.980
 Homestead N

No Image Available

Owner Information

[SEBASTIAN HARBOR VILLAS CONDO](#)
100%

Map



Sec. 8-608. - Permit required.

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

**CITY OF ST. AUGUSTINE
MEMORANDUM**

TO: Code Enforcement Special Magistrate

DATE: May 28, 2026

SUBJECT: Case Number: CE2026-0290

RESPONDENT: Sebastian Harbor Villas Condo

**LOCATION: S Ponce de Leon Blvd, Saint Augustine, FL 32084;
Parcel Number 1279050005**

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

BACKGROUND INFORMATION:

My name is Morganne Lanni, I am a Code Enforcement Officer for the City of St Augustine, in this capacity for approximately four years. This case, number CE2026-0290, concerns the property located at S Ponce de Leon Blvd, Parcel ID 1279050005, in the City of Saint Augustine, located in Saint Johns County, FL. According to the official records of the Property Appraiser of St. Johns County, the property owner is Sebastian Harbor Villas Condo, and it is reflected as such on the agenda for today's meeting.

On April 13, 2026, I received a complaint regarding a floating dock being added to an existing boat slip. According to the complaint, the "owner of the boat slip purchased a cement floating dock, dragged it across the parking lot and added it to his boat slip". I responded to the property and verified the dock extension had been added. Upon my investigation, I discovered this boat slip was actually placed outside of the Sebastian Harbor Villas Condo property line. My attempt at contact on-site was unsuccessful. I issued an Official Notice of Violation and Notice of Hearing on May 4, 2026, giving the Respondent ten (10) days to either remove the floating extension or receive approval and permits to keep it. In the notices, I cited a violation of the City of Saint Augustine Code, Chapter 8, Section 608, for permits required. The notices were posted at the City Clerk's office on May 04, 2026, and mailed via certified mail. On May 18, 2026, I spoke with a man who identified himself as the "builder" of the dock extension; he advised me that he would be reaching out to Victoria Murphy, one of our City Planners, to have the extension approved. I advised him that the approval would require Planning and Zoning Board approval, as well as a submerged land lease since the dock extension is not on HOA property. Later, on May 27, 2026, I spoke with Chuck Brown, the attorney representing the HOA who advised me the dock was essentially placed on their property without their permission, they had issued notices to the owner advising him to remove the extension, and he would be representing the HOA at today's meeting. As of May 28, 2026, the dock extension still remains, no approvals or permits have been issued, and no Planning and Zoning Board applications have been submitted.

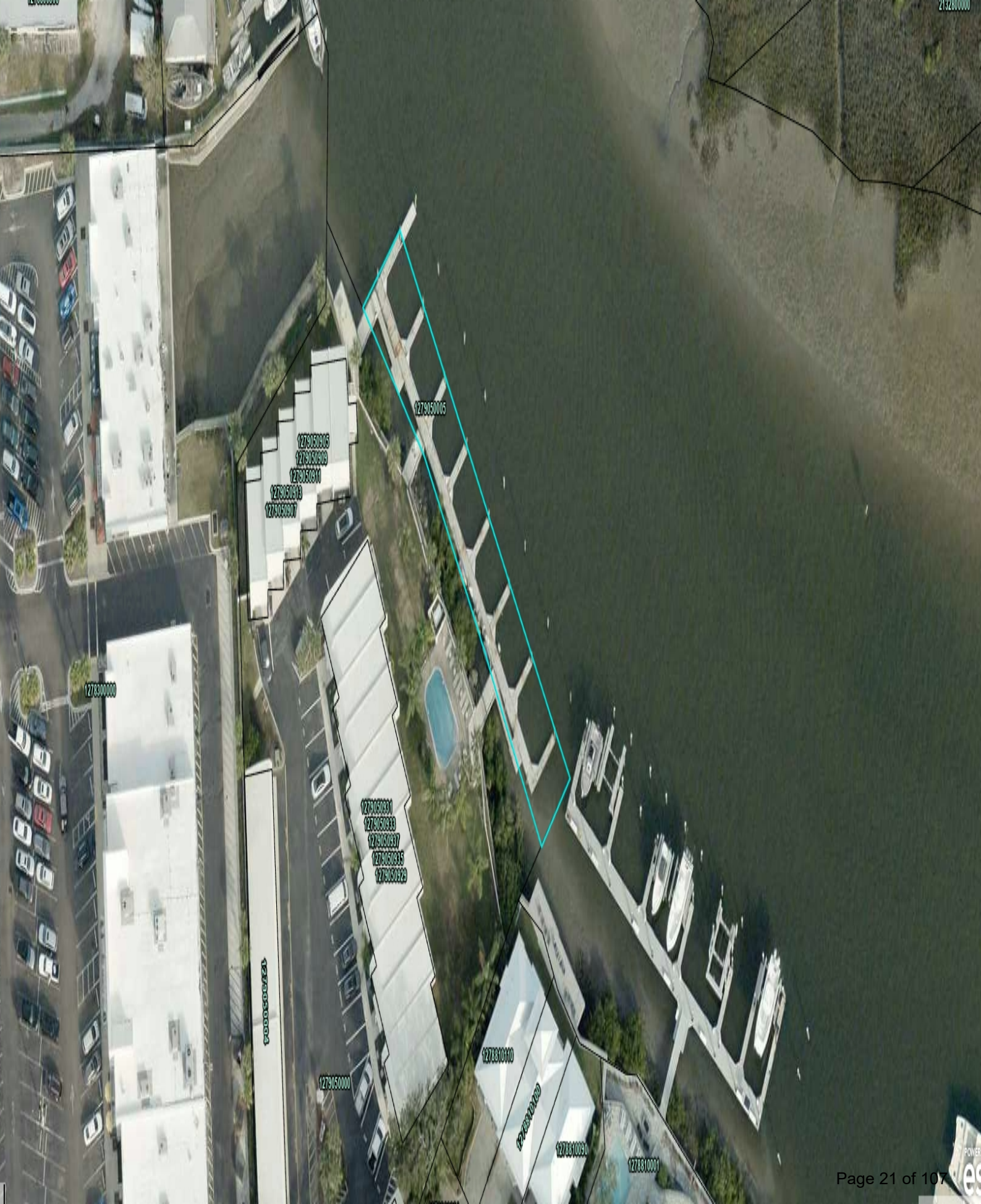
I photographed the property on April 16th, 2026 These photos accurately depict what I saw on that day and have not been altered in any way. I have established contact with the Respondent. I do believe the respondent understands the violation.

This concludes my presentation pending any questions you may have.


Morganne E Lanni
Code Enforcement Officer







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

CODE ENFORCEMENT DIVISION

May 04, 2026

IN THE MATTER OF: Owner(s): Sebastian Harbor Villa Condo
Agent(s): Phillips, Gary C
Address: S PONCE DE LEON BLVD, Saint Augustine, 32084
Case #: CE2026-0290

HEREBY KNOWN AS RESPONDENT(S)

OFFICIAL NOTICE OF VIOLATION

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

Code Section: Chapter 8, Section 608 - Permit required. (Building)

SITE OF VIOLATION: S PONCE DE LEON BLVD, Saint Augustine, 32084
LEGAL DESCRIPTION: (OR696/48) SEBASTIAN HARBOR VILLAS CONDO BOAT SLIPS
COMBINED WITH UNITS 127905-0903 -0905 -0913 -0915 -0919
-0921 -0923 -0925 -0927 -0929 -0931 -0935 -0937 -0943 -0945 & -0947
BOAT SLIPS 1 THRU 16 (16 UNITS)
PARCEL NUMBER: 1279050005

The City of St. Augustine conducted an inspection and/or review of City records regarding the subject property on April 16, 2026 which revealed the following violations:

Dock extension added without permits or approvals.

It is the Finding of the Code Enforcement Division of the Planning and Building Department of the City of St. Augustine that the Respondent shall comply with the above cited sections of the City Code of St. Augustine, Florida, within **10 Days** of the receipt of this Notice, or a fine of **up to \$250.00 per day** may be imposed by the Special Magistrate. The violation may be corrected via:

Obtain permit and approvals/appear before PZB for dock extension.

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

Notice of Violation
Case No. CE2026-0290

Morganne E Lanni
Morganne E Lanni

Code Enforcement Inspector

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

Certified Mail Number: 9489 0090 0027 6675 2490 16
9489 0090 0027 6675 2490 23

cc: David Birchlin, City Manager

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

9489 0090 0027 6675 2490 16

9489 0090 0027 6675 2490 23



CITY OF
ST. AUGUSTINE
EST. 1665

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

**CODE ENFORCEMENT DIVISION
OFFICIAL NOTICE OF SPECIAL MAGISTRATE
HEARING**

May 04, 2026

IN THE MATTER OF: Owner(s): Sebastian Harbor Villa Condo
 Agent(s): Phillips, Gary C
 Address: S PONCE DE LEON BLVD, Saint Augustine, 32084
 Case #: CE2026-0290

HEREBY KNOWN AS RESPONDENT(S)

RE: VIOLATION OF SECTION(S): Code of Law and Ordinances of St. Augustine, Florida
Code Section: Chapter 8, Section 608, Permit required. (Building)

SITE OF VIOLATION: S PONCE DE LEON BLVD, Saint Augustine, 32084
LEGAL DESCRIPTION: (OR696/48) SEBASTIAN HARBOR VILLAS CONDO BOAT SLIPS
 COMBINED WITH UNITS 127905-0903 -0905 -0913 -0915 -0919
 -0921 -0923 -0925 -0927 -0929 -0931 -0935 -0937 -0943 -0945 & -0947
 BOAT SLIPS 1 THRU 16 (16 UNITS)
PARCEL NUMBER: 1279050005

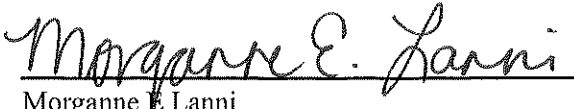
The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet on **Wednesday, June 3, 2026, at 9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street, and you have been placed on the agenda for the meeting in the matter of the following violations:

Dock extension added without permits or approvals.

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

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

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


Morganne E. Lanni
Code Enforcement Inspector

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

Certified Mail Number: 9489 0090 0027 6675 2490 16
9489 0090 0027 6675 2490 23

cc: David Birchim, City Manager

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

AFFIDAVIT OF SERVICE

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

SEBASTIAN HARBOR VILLA CONDO
S PONCE DE LEON BLVD
ST. AUGUSTINE, FL 32084

Respondent

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: CE 2026-0290

I, Morganne E. Lanni, being duly sworn and deposed say:

- 1. That I am employed by the City of St. Augustine Code Enforcement Department.
- 2. That pursuant to Florida Statute 162.12, on May, 4, 2026,
I received a copy of the attached Notice of Hearing for the hearing dated June,
3, 2026.

PRIMARY SERVICE:

- 3. That on May, 4, 2026,
I mailed said Notice by certified U. S. Mail to the respondent, at the above listed address.

- 4. That on _____, 20____,
I hand delivered said Notice to _____ at
_____.

SECONDARY SERVICE:

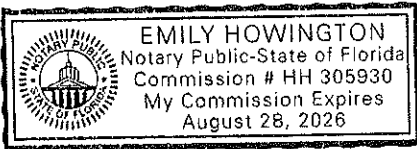
- 5. That on _____, 20____,
I posted said Notice on the property located at
_____.
- 6. That on May, 4, 2026,
I posted said Notice at the City of St. Augustine Clerks Office located at 75 King St.,
St. Augustine, FL.

FURTHER, Affiant saith not.

Morganne E. Lanni
Code Enforcement Inspector

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

[Signature]
Notary Public, State of Florida
My Commission Expires: 28 day of August, 2026



St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

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

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1076600000
Location Address	24 FLORIDA AVE SAINT AUGUSTINE 32084-0000
Neighborhood	Lopes Subdivision (482)
Tax Description*	6-16 LOPES SUB OF BLK 15 RAVENSWOOD LOT 12 OR856/1027 <i>*The Description above is not to be used on legal documents.</i>
Property Use Code	Single Family (0100)
Subdivision	Lopes Re-Subdivision of Block 15 Ravenswood
Sec/Twp/Rng	41-7-29
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.170
Homestead	N

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Owner Information

[STERK ROBERT J JR](#)
 100%
 10 MILTON ST
 SAINT AUGUSTINE, FL 32084-2114

Map



Sec. 8-608. - Permit required.

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

**CITY OF ST. AUGUSTINE
MEMORANDUM**

TO: Code Enforcement Special Magistrate

DATE: May 28, 2026

SUBJECT: Case Number: CE2026-0293

RESPONDENT: ROBERT J STERK JR

LOCATION: 24 Florida Ave Augustine Fl. 32084

PARCEL NUMBER: 1076600000

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

BACKGROUND INFORMATION:

My name is James Tomaselli, and I have been sworn in. I am a Code Enforcement Officer for the City of St Augustine, in this capacity for approximately 29 months, with prior experience obtained as a State Investigator with DBPR addressing Unlicensed Activity and Contractor Malfeasance for approximately four years. This case, number **CE2026-0293**, concerns the property located at **24 Florida Avenue**, in the City of Saint Augustine, located in Saint Johns' County, FL. According to the official records of the Property Appraiser of St. Johns County, the property owner is, **Robert J Sterk Jr**, and it is reflected as such on the agenda for today's meeting. On **April 16, 2026**, I observed the siding on the residence identified above had been removed. A Search of City Works, the city permitting database, failed to reveal any recent permits for construction-related work on the property. Additionally, A Google Street View image dated May 2024; revealed the original siding, a dumpster, and an open trailer loaded with construction material within. Based upon this information, and my observations, a STOP WORK ORDER was initiated; along with this case, CE2026-0293, for work without permits.

On **May 19, 2026**, a Notice of Violation and Notice of Hearing were prepared and sent to the Respondent via Certified and Regular Mail.

On **May 23, 2026**, the USPS attempted the delivery of the NOV and NOH and since there was no Authorized Recipient Available, a Notice was left, and the letter was not retrieved by the Respondent, as stated by the USPS Tracking site.


On **May 20, 2026**, I posted the property and City Clerk's Office with a copy of the NOH and NOV.

I have not established contact with the Respondent currently; however, I spoke with a woman by the name of Skyler who called about the posted STOP WORK ORDER. I explained the process to resolve the current concerns and during the conversation she stated she would advise the property owner and pass along my number.

On **April 16, 2026**, I photographed the property. The photograph accurately shows what I saw on that date and has not been altered in any way.

At the writing of this report, there has been no communication with the Respondent or any attempts to initiate the permitting process.

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

A handwritten signature in black ink, appearing to read "James Tomaselli", is written over a horizontal line. The signature is enclosed within a hand-drawn oval.

James Tomaselli
Code Enforcement Officer

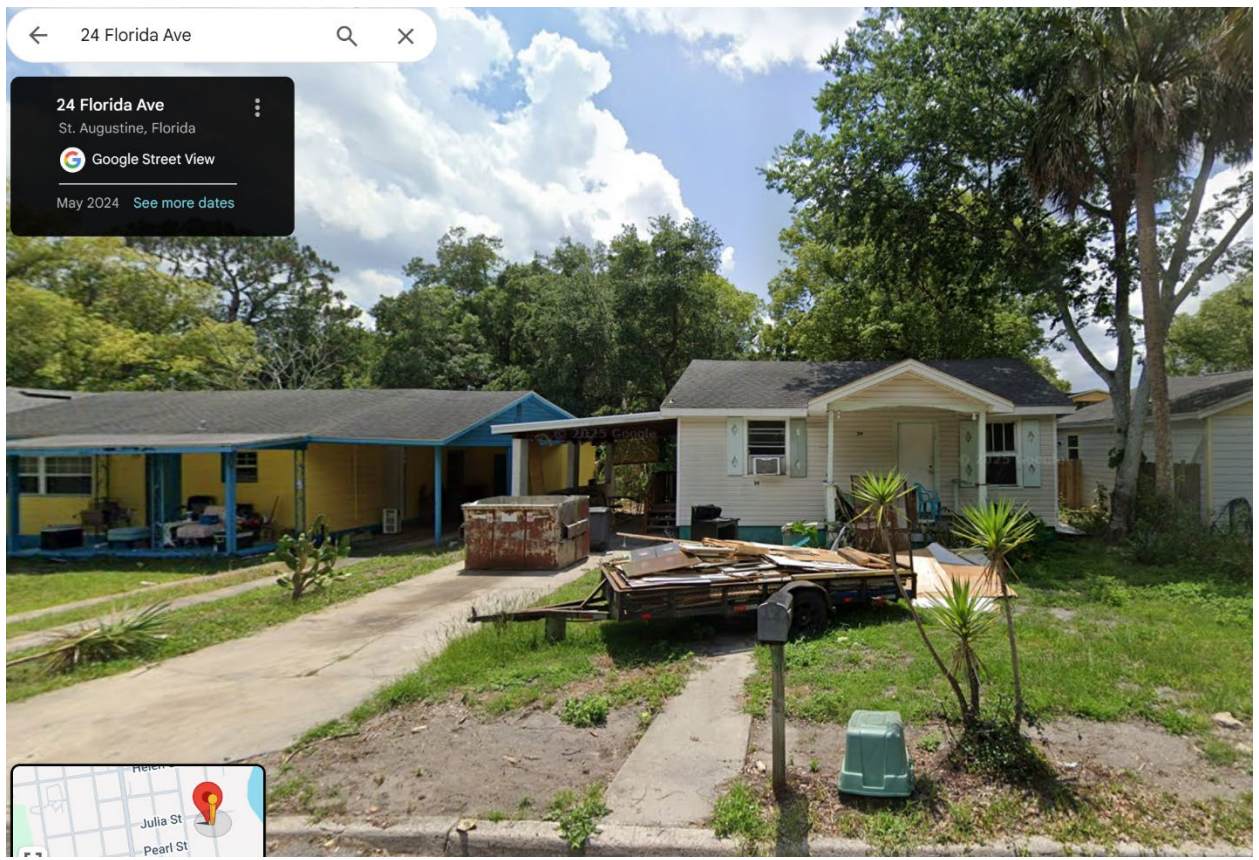


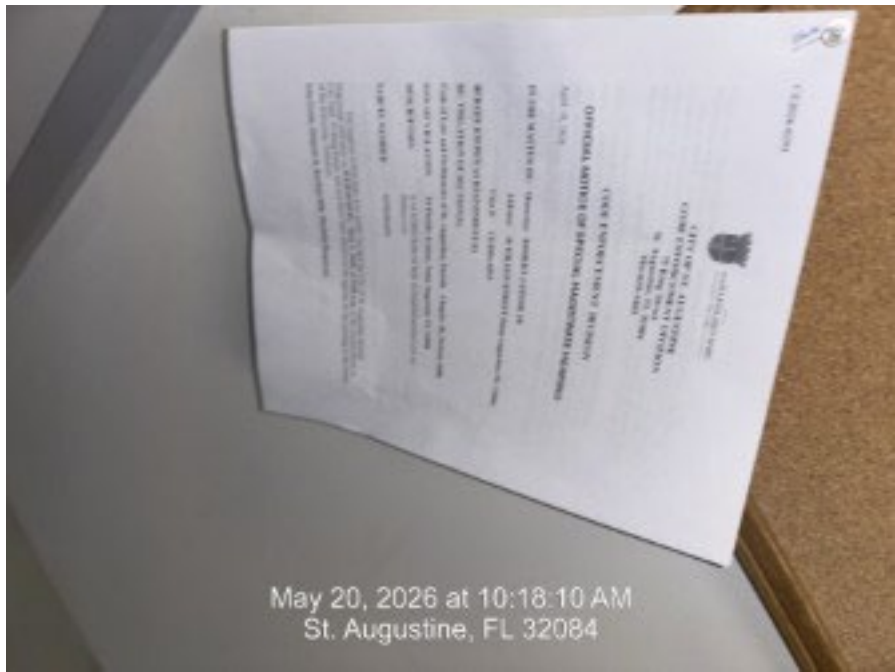


Apr 16, 2026 at 11:08:37 AM
St. Augustine, FL 32084



Apr 16, 2026 at 11:08:52 AM
St. Augustine, FL 32084





May 20, 2026 at 10:18:10 AM
St. Augustine, FL 32084



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

CODE ENFORCEMENT DIVISION

May 19, 2026

IN THE MATTER OF: Name: **ROBERT J STERK JR**
Address: 10 Milton street Saint Augustine Fl 32084
Case #: **CE2026-0293**

HEREBY KNOWN AS RESPONDENT(S)

OFFICIAL NOTICE OF VIOLATION

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

Code Section: Chapter 8, Sec. 608– Permits Required

SITE OF VIOLATION: 24 Florida Avenue St Augustine Fl 32084
LEGAL DESCRIPTION: 6-16 LOPES SUB OF BLK 15 RAVENSWOOD LOT 12
OR856/1027
PARCEL NUMBER: 1076600000

The City of St. Augustine conducted an inspection and/or review of City records regarding the subject property on **April 16, 2026**, which revealed the following violations:

Regulated construction work without proper permits or permissions

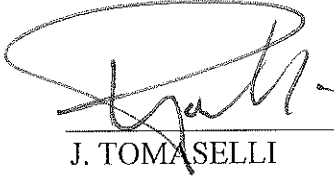
It is the Finding of the Code Enforcement Division of the Planning and Building Department of the City of St. Augustine that the Respondent shall comply with the above cited sections of the City Code of St. Augustine, Florida, **IMMEDIATELY** of the receipt of this Notice, or a fine of **up to \$250.00 PER DAY** may be imposed by the Magistrate.

The violation may be corrected via:

OBTAIN PROPER PERMITS/PERMISSIONS, PAY FEES AND OBTAIN INSPECTIONS

Notice of Violation
CE2026-0293

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



J. TOMASELLI
Code Enforcement Officer
904 669 0665

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

Certified Mail Number: 9489 0090 0027 6675 2475 93

cc: John P. Regan, City Manager
CEAAB File

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



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

CODE ENFORCEMENT DIVISION

OFFICIAL NOTICE OF SPECIAL MAGISTRATE HEARING

April 19, 2026

**IN THE MATTER OF: Owner(s): ROBERT J STERK JR
Address: 10 MILTON STREET Saint Augustine FL 32084
Case #: CE2026-0293**

HEREBY KNOWN AS RESPONDENT(S)

RE: VIOLATION OF SECTION(S):

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

SITE OF VIOLATION: 24 Florida Avenue, Saint Augustine FL 32084

**DESCRIPTION: 6-16 LOPES SUB OF BLK 15 RAVENSWOOD LOT 12
OR856/1027**

PARCEL NUMBER: 1076600000

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet on **WEDNESDAY, June 3, 2026, at 9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street, and you have been placed on the agenda for the meeting in the matter of the following violations:

City Code, Chapter 8, Section 608, Permits Required

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

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

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



JAMES TOMASELLI
Code Enforcement Inspector

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

Certified Mail Number: **9489 0090 0027 6675 2475 93**

cc: David Birchim, City Manager

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

AFFIDAVIT OF SERVICE

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

ROBERT J STERK JR

10 MILTON STREET SAINT AUGUSTINE FL 32084

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: **CE2026-0293**

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

1. That I am employed by the City of St. Augustine Code Enforcement Department.
2. That pursuant to Florida Statute 162.12, on **May 19, 2026**,
I received a copy of the attached Notice of Hearing for the hearing dated **June 3, 2026**.

PRIMARY SERVICE:

3. That on **May 19, 2026**,
I mailed said Notice by certified U. S. Mail to the respondent, at the above listed address.
9489 0090 0027 6675 2475 93

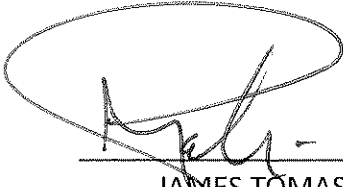
4. That on _____
I hand delivered said Notice to _____.

SECONDARY SERVICE:

5. That on, **May 20, 2026**,
I posted said Notice on the property located at
24 FLORIDA AVENUE SAINT AUGUSTINE FLORIDA 32084.

6. That on **MAY 20, 2026**,

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



 JAMES TOMASELLI
 Code Enforcement Inspector

FURTHER, Affiant saith not.

SWORN TO AND SUBSCREIBED BEFORE ME THIS 28 DAY OF May, 2026.



 Notary Public, State of Florida

My Commission Expires: 28 day of August, 2026



St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

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

Homestead Compliance

Summary

Parcel ID 1622101005
 Location 1301 PLANTATION ISLAND DR S
 Address SAINT AUGUSTINE 32080-0000
 Neighborhood Harbour Island Executive Center (COM) (2292.59)
 Tax (OR1616/626) HARBOUR ISLAND EXECUTIVE CENTER CONDO
 Description* 162210-1010 THRU 162210-1062 PH 1 BLDG 1 UNITS 101 THRU 106B (18 UNITS)
 *The Description above is not to be used on legal documents.
 Property Use Commercial Condo Common Elements (1001)
 Code
 Subdivision HARBOUR ISLAND EXEC CTR BLDG 1
 Sec/Twp/Rng 29-7-30
 District City of St Augustine (District 452)
 Millage Rate 19.5552
 Acreage 0.450
 Homestead N

No Image Available

Owner Information

HARBOUR ISLAND EXECUTIVE CENTER PHASE 1
100%

Map



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

- (a) *Permits required.* It shall be unlawful for any person directly or indirectly to cut down, destroy, remove or effectively destroy by damaging any tree in the city without first obtaining a permit as herein provided. This requirement shall apply to all trees three (3) inches or larger dbh., and to Southern Red Cedar trees (*juniperus silicicola*) more than two (2) feet tall or having a trunk diameter at a point three (3) inches above ground level of more than one (1) inch. Provided, however, that it shall not be unlawful to remove a tree other than a Southern Red Cedar (*juniperus silicicola*) which is less than three (3) inches dbh., nor shall any permit be required for the removal of such tree. In addition, it shall not be unlawful to remove an exempt tree or an invasive species and no permit shall be required for the removal of such.
- (b) *Permit applications and application fees.*
- (1) Permits for removal or relocation of trees shall be obtained by making application for permit to the city planning and building division. The application shall indicate the number, species and diameter breast height (dbh.) of each tree to be removed or relocated and the reasons for the removal or relocation. Such applications for permits for removal or relocation of trees shall be accompanied by a fee of twenty dollars (\$20.00). Such fees are hereby declared to be necessary for the purpose of processing the application and making the necessary inspection for administration and enforcement of this section.
 - (2) Permits for removal or relocation of trees associated with a site plan for a development shall be obtained by making application for permit for the development to the city planning and building division. The application shall be accompanied by a site plan. When the permit for the development is issued it will include tree removal, relocation and replacement as indicated on the approved site plan for the development.
- (c) *Application review.* Upon receipt of a complete application, which may include a site plan for a development, the city planning and building division shall review such application which may include a field check of the site and referral of the application to other departments or agencies as necessary to determine any adverse effect upon the general public welfare, adjacent properties or city services and facilities.
- (1) The planning and building division may issue a tree removal permit for trees which are not considered preserved trees.
 - (2) To remove a preserved tree anywhere on site, approval shall first be given by the code enforcement, adjustments and appeals board, or by the planning and zoning board, if such approval is related to the review of a site plan.
 - (3) In determining whether or not a permit required by this section should be issued, the city planning and building division shall consider and base all decisions on the following:
 - a.

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

- b. The necessity of removing a tree to construct proposed improvements in order to allow reasonable economic use of the property.
 - c. The relief of the land where the tree is located and the effect removal of the tree would have on erosion, soil moisture retention, diversion, increased or decreased flow of surface waters and the city master drainage plan or similar plan adopted by the city commission.
 - d. The number and density of trees existing in the neighborhood on improved or unimproved property. The planning and building division shall also be guided by the effect removal of a tree would have on property values in the neighborhood where the property is located and on other vegetation in the neighborhood.
 - e. Whether the tree has been designated a preserved tree.
 - f. Impact upon the urban and natural environment, including:
 - Ground and surface water stabilization.
 - Water quality and aquifer recharge.
 - Ecological impacts.
 - Noise pollution.
 - Air movement.
 - Air quality.
 - Wildlife habitat.
 - g. The ease with which the property owner or agent can alter or revise the proposed development or improvements to accommodate existing trees, including the tree or trees proposed to be removed.
- (d) *Issuance of permit.* The planning and building division shall issue the removal permit unless, upon consideration of the criteria set forth above, the division finds any of the following will result:
- (1) That the property owner or agent will not be unreasonably affected in shifting the location of the proposed structure, building or improvement, which shift will maintain the existence of the subject trees and still permit construction of such building or improvement on the site.
 - (2)

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

- (3) That the removal of the subject trees will have a substantial adverse impact on the urban and natural environment.
- (4) That the subject trees are preserved trees and removal must be reviewed by the code enforcement, adjustments and appeals board or the planning and zoning board.
- (e) *Denial of permit.* If the planning and building division denies the removal permit it shall set forth with particularity its reasons for such denial in writing.
- (f) *Appeals.* When a tree removal permit, including a permit for the removal of a preserved tree not involved with a site plan for new development, has been denied by the planning and building division, the property owner or agent may appeal this decision to the nuisance, appeals and adjustment board. The board shall approve or deny the appeal and may impose conditions as required, such as specific tree species and sizes for the required replacement trees. The board may require more stringent replacement requirements than is required by this chapter. The nuisance, appeals and adjustment board shall not be empowered to relax the standards and requirements contained herein. If a preserved tree is approved by the board to be removed, a minimum of two (2) shade trees a minimum of ten (10) feet in height shall be used as replacement. The replacement of trees that have been removed after board approval shall be done within thirty (30) days after the tree has been removed.
- (g) *Relocation and replacement.* As condition to the granting of a permit, the property owner or agent will be required to relocate the tree being removed or required to replace the tree being removed with a tree somewhere within the site. Native vegetation shall be replaced with native vegetation. Shade trees must be replaced by shade trees. Understory and palm trees may be replaced by any type tree. Replacement shade trees shall be a minimum of ten (10) feet high and understory trees shall be a minimum of ten (10) feet high when planted. Each Southern Red Cedar tree (*juniperus silicicola*) removed shall be replaced with a minimum of two (2) Southern Red Cedars of such a size and quality as shall be determined by the city building official to be assured of such Southern Red Cedars' continued viability and growth. The property owner or agent shall also be required to replace the relocated or replacement tree should same die within three (3) years from date of planting.
- (h) *Public lands.* No tree shall be removed from any public property or public right-of-way except in accordance with the provisions of this section.
- (i) *"After the fact" tree removal permits.*
 - (1) The application fee shall be as follows:
 - a.

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

- b. Two hundred dollars (\$200.00) for each tree seven (7) inches or more but less than twelve (12) inches dbh.
 - c. Four hundred dollars (\$400.00) for each tree twelve (12) inches or more but less than twenty (20) inches dbh.
 - d. Eight hundred dollars (\$800.00) for each tree twenty (20) inches or more dbh.
- (2) The planning and building director may issue an "after the fact" tree removal permit for trees which are not considered preserved trees, but only after considering the above mentioned factors and the reason why a permit was not obtained prior to the removal.
- (3) If the planning and building director denies the "after the fact" tree removal permit, he/she shall set forth with particularity the reasons for such denial in writing. When such permit is denied, said denial may be appealed as stated above to the adjustments and appeals board.
- (4) No "after the fact" tree removal permits shall be issued for the removal of preserved trees. Any such action shall be subject to code enforcement proceedings wherein any explanation or reason for removal without a permit and evidence as to the tree's condition prior to removal may be presented as mitigation.
- (j) In certain instances, it may be impossible or infeasible for a property owner to replace a tree or trees as required by subsection (g) of this section and section 11-28(d) of this Code. In such cases, the owner may instead pay a sum of money into the tree mitigation fund.
- (1) The amount to be paid into the tree mitigation fund shall be determined by resolution, updated from time to time in order to reflect the actual cost for the city to purchase and plant an appropriate replacement tree offsite.
 - (2) Monies paid into the tree mitigation fund shall be used by the city to plant and maintain trees on the city right-of-way or on city or other public property within the city, with the location to be determined by the city manager or his or her designee, in order to promote street tree rehabilitation, maintain a diverse tree inventory, and support the tree canopy throughout the city.
 - (3) The city manager or his or her designee shall not issue a tree removal permit until the monies owed for tree mitigation are paid in full.

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

Apr 20, 2026 at 11:44:45 AM
CE INSP M.LANNI



Apr 20, 2026 at 11:45:05 AM
CE INSP M.LANNI



Apr 20, 2026 at 11:45:35 AM
CE INSP M.LANNI



STOP

SUITES
↑ 100 - 109
↑ 200 - 206
→ 300 - 306
↑ 400 403
→ 404 - 405

ORAL & FACIAL
SURGICAL CENTER

Apr 20, 2026 at 11:46:09 AM
CE INSP M.LANNI



Apr 20, 2026 at 11:47:00 AM
CE INSP M.LANNI



Apr 20, 2026 at 11:47:20 AM
CE INSP M.LANNI



Apr 20, 2026 at 11:47:53 AM
CE INSP M.LANNI



Apr 20, 2026 at 11:53:20 AM
CE INSP M.LANNI



**CITY OF ST. AUGUSTINE
MEMORANDUM**

TO: Code Enforcement Special Magistrate

DATE: May 28, 2026

SUBJECT: Case Number: CE2026-0296

RESPONDENT: Harbour Island Executive Center Condo

**LOCATION: 1301 Plantation Island Drive S, Saint Augustine, FL 32080;
Parcel Number 1622101000**

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

BACKGROUND INFORMATION:

My name is Morganne Lanni, I am a Code Enforcement Officer for the City of St Augustine, in this capacity for approximately four years. This case, number CE2026-0296, concerns the property located at 1301 Plantation Island Drive in the City of Saint Augustine, located in Saint Johns County, FL. According to the official records of the Property Appraiser of St. Johns County, the property owner is Harbour Island Executive Center Condo, and it is reflected as such on the agenda for today's meeting.

On April 20, 2026, I received a complaint stating this commercial plaza had trimmed several trees beyond all chances of recovery, essentially removing them. I responded to the property on April 21, 2026, and confirmed eight trees had been pruned excessively; beyond recovery. The trees are listed as follows: Laurel Oak- 10.75" dbh, Water Oak- 9" dbh, and six live oaks, 13.8" dbh, 17.6" dbh, 14.8" dbh, 18.9" dbh, 10.25" dbh, and 10.5" dbh. Out of the eight trees total, seven of them are eligible for after-the-fact permits and one (the 18.9" dbh Live Oak) is considered significant. Based on my investigation, I issued an Official Notice of Violation and an Official Notice of Hearing on May 4, 2025, giving the Respondent ten (10) days to pay the after-the-fact permit fees for the seven trees and appear before the Special Magistrate for the significant tree. The notice was mailed via certified mail, as well as posted at the City Clerk's office on May 4th, 2026. In the notices, I cited a violation of City of St. Augustine Code, Chapter 25, Section 56 for tree removal and replacement.

I photographed the property on April 20, 2026. These photos accurately depict what I saw that day and have not been altered in any way. As of May 28, 2026, no removal applications have been submitted and no contact has been made by the owner, nor any possible property managers. Because no contact has been made, I cannot say if the respondent understands the violation. Currently, no applications or payments have been submitted.

This concludes my presentation pending any questions you may have.


Morganne E Lanni
Code Enforcement Officer



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

CODE ENFORCEMENT DIVISION

May 04, 2026

IN THE MATTER OF: Owner(s): Harbour Island Executive Center Condo
Agent(s): Moore, Ashley
Address: 1301 PLANTATION ISLAND DR S, Saint Augustine, 32080
Case #: CE2026-0296

HEREBY KNOWN AS RESPONDENT(S)

OFFICIAL NOTICE OF VIOLATION

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

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

SITE OF VIOLATION: 1301 PLANTATION ISLAND DR S, Saint Augustine, 32080
LEGAL DESCRIPTION: (OR1616/626) HARBOUR ISLAND EXECUTIVE CENTER CONDO
COMMON ELEMENTS ARE COMMON TO ALL (PHASES 1 2 3 4)
AND ARE ASSESSED TO ALL INDIVIDUAL UNIT OWNERS
PARCEL NUMBER: 1622101000

The City of St. Augustine conducted an inspection and/or review of City records regarding the subject property on April 21, 2026 which revealed the following violations:

Eight (8) oak trees excessively trimmed beyond recovery.

It is the Finding of the Code Enforcement Division of the Planning and Building Department of the City of St. Augustine that the Respondent shall comply with the above cited sections of the City Code of St. Augustine, Florida, within **10 Days** of the receipt of this Notice, or a fine of **up to \$5,000 per tree** may be imposed by the Special Magistrate. The violation may be corrected via:

Obtain after-the-fact permits for seven (7) oaks; appear before the Special Magistrate for 18.9" Live Oak.

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

Morganne E. Lanni

Morganne H Lanni
Code Enforcement Inspector

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

Certified Mail Number: 9489 0090 0027 6675 2490 30
9489 0090 0027 6675 2490 47
9489 0090 0027 6675 2490 54

cc: David Birchim, City Manager

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

9489 0090 0027 6675 2490 30

9489 0090 0027 6675 2490 47

9489 0090 0027 6675 2490 54



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

**CODE ENFORCEMENT DIVISION
OFFICIAL NOTICE OF SPECIAL MAGISTRATE
HEARING**

May 04, 2026

IN THE MATTER OF: Owner(s): Harbour Island Executive Center Condo
Agent(s): Moore, Ashley
Address: 1301 PLANTATION ISLAND DR S, Saint Augustine, 32080
Case #: CE2026-0296

HEREBY KNOWN AS RESPONDENT(S)

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

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

SITE OF VIOLATION: 1301 PLANTATION ISLAND DR S, Saint Augustine, 32080
LEGAL DESCRIPTION: (OR1616/626) HARBOUR ISLAND EXECUTIVE CENTER CONDO
COMMON ELEMENTS ARE COMMON TO ALL (PHASES 1 2 3 4)
AND ARE ASSESSED TO ALL INDIVIDUAL UNIT OWNERS
PARCEL NUMBER: 1622101000

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet on **Wednesday, June 3, 2026, at 9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street, and you have been placed on the agenda for the meeting in the matter of the following violations:

Eight (8) oak trees excessively trimmed beyond recovery.

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

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

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



Morganno E Lanni

Code Enforcement Inspector

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

Certified Mail Number: 9489 0090 0027 6675 2490 30

9489 0090 0027 6675 2490 47

9489 0090 0027 6675 2490 54

cc: David Birchim, City Manager

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AFFIDAVIT OF SERVICE

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

HARBOUR ISLAND EXECUTIVE CENTER CONDO
1301 S PLANTATION ISLAND DR
ST. AUGUSTINE, FL 32080

Respondent

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: CE2026-0296

I, Morganne E. Lanni, being duly sworn and deposed say:

- 1. That I am employed by the City of St. Augustine Code Enforcement Department.
- 2. That pursuant to Florida Statute 162.12, on May, 4, 2026,
I received a copy of the attached Notice of Hearing for the hearing dated June,
3, 2026.

PRIMARY SERVICE:

3. That on May, 4, 2026
I mailed said Notice by certified U. S. Mail to the respondent, at the above listed address.

4. That on _____, 20____,
I hand delivered said Notice to _____ at
_____.

SECONDARY SERVICE:

5. That on _____, 20____,
I posted said Notice on the property located at
_____.

6. That on May, 4, 2026
I posted said Notice at the City of St. Augustine Clerks Office located at 75 King St.,
St. Augustine, FL.

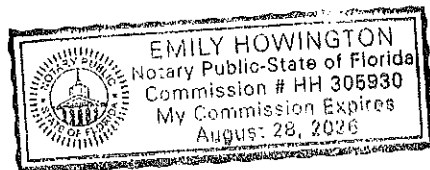
Morganne E. Lanni
Code Enforcement Inspector

FURTHER, Affiant saith not.

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

[Signature]
Notary Public, State of Florida

My Commission Expires: 28 day of August, 2026



St. Johns County, FL

Apply for Exemptions

Apply for Exemptions

Homestead Compliance

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

Homestead Compliance

Sales Questionnaire Form

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

Sales Questionnaire

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1560100000
Location Address	8 PACIFIC ST 10 PACIFIC ST 9 VENANCIO ST SAINT AUGUSTINE 32084-0000
Neighborhood	Sanchez & Jellison (698)
Tax Description*	1-110 SANCHEZ SUB WHITE CITY LOTS 4 & 5 BLK 4 OR6128/359 *The Description above is not to be used on legal documents.
Property Use Code	Multi-Family (Less than 10 Units) (0800)
Subdivision	Sanchez Land, Plat of Section 45 & 46 Tp
Sec/Twp/Rng	45-7-30
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

[LEGACY PORTFOLIO HOLDINGS LLC](#)
 100%
 3635 MONTANA AVE
 BILLINGS, MT 59101-0000

Sec. 28-146. - Registration.

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

- (1) Address of the vacation rental.
- (2) Name, address, and contact information of the property owner.
- (3) Name, address, and contact information of the property manager if different than the property owner.
- (4) Number of rental units offered to the public for rent at this location.
- (5) Number of bedrooms.
- (6) Floor plan identifying the location of bedrooms, emergency exits or egress, and number and location of fire extinguishers, carbon monoxide and smoke detectors.
- (7) Site plan or other document depicting approved parking spaces provided.
- (8) Property owner authorization providing for inspection pursuant to section 28-147 of this Code.
- (9) The zoning designation of the vacation rental to determine whether the vacation rental is monthly, weekly, or requires a submerged land lease.

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

**CITY OF ST. AUGUSTINE
MEMORANDUM**

TO: Code Enforcement Special Magistrate

DATE: May 28, 2026

SUBJECT: Case Number: CE2026-0311

RESPONDENT: LEGACY PORTFOLIO HOLDINGS LLC

LOCATION: 10 Pacific St, Saint Augustine, FL 32084;

Parcel Number 1560100000

VIOLATION: City Code, Chapter 28, Section 146- Registration.

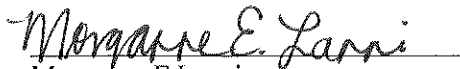
BACKGROUND INFORMATION:

My name is Morganne Lanni, I am a Code Enforcement Officer for the City of St Augustine, in this capacity for approximately four years. This case, number CE2026-0311, concerns the property located at 10 Pacific St, in the City of Saint Augustine, located in Saint Johns County, FL. According to the official records of the Property Appraiser of St. Johns County, the property owner is Legacy Portfolio Holdings LLC, and it is reflected as such on the agenda for today's meeting.

On May 13th, 2025, I utilized our software, HostCompliance, to run a report showing all the short-term rental properties that have had recent stays- within the last 0-7 days. Our software indicates that this property has been a short-term rental since approximately February 2022, and no active registration is on file. I confirmed via HostCompliance this property does have active listings as of May 15, 2026, and based on this information, I issued an Official Notice of Violation and Notice of Hearing on May 15, 2026, giving the Respondent ten (10) days to register the property with the City of St. Augustine. In the notice, I cited a violation of the City of Saint Augustine Code, Chapter 28, Section 146, for failing to register the property with our office. The Notices were delivered to the Respondent via certified mail, as well as posted to the front door of the property on May 18, 2026.

I photographed the property on May 18, 2026. These photos accurately depict the photos from the active AirBnB listing and I can confirm they are the same property. I have not established contact with the Respondent. I cannot confirm if the respondent understands the violation. Currently, no registration applications have been submitted.

This concludes my presentation pending any questions you may have.


Morganne E Lanni
Code Enforcement Officer

May 18, 2026 at 11:12:52 AM
CE INSP M.LANNI





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

CODE ENFORCEMENT DIVISION

May 15, 2026

IN THE MATTER OF: Owner(s): LEGACY PORTFOLIO HOLDINGS LLC
Agent(s): N/A
Address: 10 PACIFIC ST, Saint Augustine, FL, 32084
Case #: CE2026-0311

HEREBY KNOWN AS RESPONDENT(S)

OFFICIAL NOTICE OF VIOLATION

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

Code Section: Chapter 28, Section 146 - Registration.

SITE OF VIOLATION: 10 PACIFIC ST, Saint Augustine, FL, 32084
LEGAL DESCRIPTION: LEGACY PORTFOLIO HOLDINGS LLC
PARCEL NUMBER: 1560100000

The City of St. Augustine conducted an inspection and/or review of City records regarding the subject property on May 13, 2026 which revealed the following violations:

Failure to register the short-term rental property with the City of St. Augustine.

It is the Finding of the Code Enforcement Division of the Planning and Building Department of the City of St. Augustine that the Respondent shall comply with the above cited sections of the City Code of St. Augustine, Florida, within **10 Days** of the receipt of this Notice, or a fine of **up to \$250.00 per day** may be imposed by the Special Magistrate. The violation may be corrected via:

Register the short-term rental property with the City of St. Augustine.

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

Morganne E. Lanni

Morganne E Lanni

Code Enforcement Inspector

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

Certified Mail Number: 9489 0090 0027 6675 2490 85
9489 0090 0027 6675 2490 78

cc: David Birchlin, City Manager

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

9489 0090 0027 6675 2490 78

9489 0090 0027 6675 2490 85



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

**CODE ENFORCEMENT DIVISION
OFFICIAL NOTICE OF SPECIAL MAGISTRATE
HEARING**

May 15, 2026

IN THE MATTER OF: Owner(s): LEGACY PORTFOLIO HOLDINGS LLC
Agent(s): N/A
Address: 10 PACIFIC ST, Saint Augustine, FL, 32084
Case #: CE2026-0311

HEREBY KNOWN AS RESPONDENT(S)

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

Code Section: Chapter 28, Section 146, Registration.

SITE OF VIOLATION: 10 PACIFIC ST, Saint Augustine, FL, 32084
LEGAL DESCRIPTION: LEGACY PORTFOLIO HOLDINGS LLC
PARCEL NUMBER: 1560100000


The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet on **Wednesday, June 3, 2026, at 9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street, and you have been placed on the agenda for the meeting in the matter of the following violations:

Failure to register the short-term rental property with the City of St. Augustine.

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

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

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


Morganne E Lanni
Code Enforcement Inspector

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

Certified Mail Number: 9489 0090 0027 6675 2490 85
9489 0090 0027 6675 2490 78

cc: David Birchitt, City Manager

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AFFIDAVIT OF SERVICE

STATE OF FLORIDA
COUNTY OF ST. JOHNS
CITY OF ST. AUGUSTINE
LEGACY PORTFOLIO HOLDINGS LLC
10 PACIFIC ST
ST. AUGUSTINE, FL 32084

Respondent

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: CE~~2026~~ - 0311

I, Morganne E. Lanni, being duly sworn and deposed say:

- 1. That I am employed by the City of St. Augustine Code Enforcement Department.
- 2. That pursuant to Florida Statute 162.12, on May, 15, 2026,
I received a copy of the attached Notice of Hearing for the hearing dated June,
3, 2026.

PRIMARY SERVICE:

- 3. That on May, 15, 2026
I mailed said Notice by certified U. S. Mail to the respondent, at the above listed address.
- 4. That on _____, 20____,
I hand delivered said Notice to _____ at
_____.

SECONDARY SERVICE:

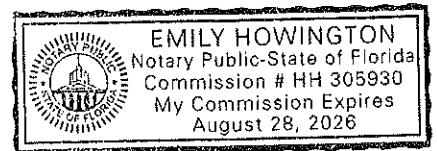
- 5. That on May 18, 2026,
I posted said Notice on the property located at
10 PACIFIC ST, ST.AUGUSTINE, FL 32084.
- 6. That on _____, 20____,
I posted said Notice at the City of St. Augustine Clerks Office located at 75 King St.,
St. Augustine, FL.

FURTHER, Affiant saith not.

Morganne E. Lanni
Code Enforcement Inspector

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

[Signature]
Notary Public, State of Florida
My Commission Expires: 28 day of August, 2026



Apply for Exemptions

Apply for Exemptions

Homestead Compliance

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

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

[Skip to main content](#)

Summary

St. Johns County, FL

Parcel ID 1949000000
 Location 67 SAN MARCO AVE
 Address SAINT AUGUSTINE 32084-0000
 Neighborhood Retail San Marco Uptown Area (COM) (602.55)
 Tax Description* CITY OF ST AUGUSTINE ABBOTT TR LOT 3 N20 OF W50FT OF LOT 8 S12FT & W30 OF N38FT OF LOT 9 BLK E OR3950/586
 *The Description above is not to be used on legal documents.
 Property Use Stores (1100)
 Code
 Subdivision Abbott Tract
 Sec/Twp/Rng 18-7-30
 District City of St Augustine (District 452)
 Millage Rate 19.5552
 Acreage 0.270
 Homestead N

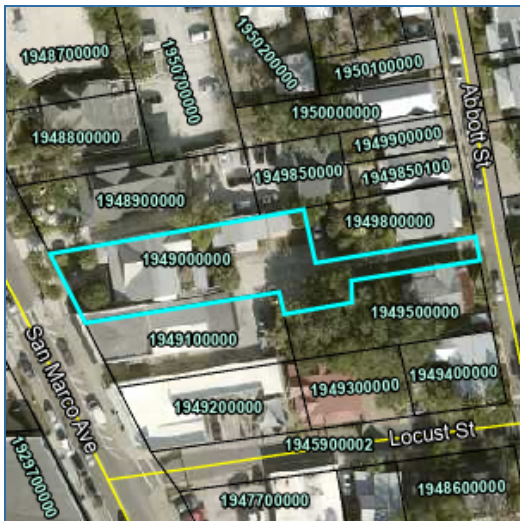
[Click Here to Open Cyclomedia Viewer in a New Tab](#)



Owner Information

COOL AND COLLECTED LLC
 100%
 67 SAN MARCO AVE STE B
 SAINT AUGUSTINE, FL 32084-0000

Map



Sec. 28-146. - Registration.

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

- (1) Address of the vacation rental.
- (2) Name, address, and contact information of the property owner.
- (3) Name, address, and contact information of the property manager if different than the property owner.
- (4) Number of rental units offered to the public for rent at this location.
- (5) Number of bedrooms.
- (6) Floor plan identifying the location of bedrooms, emergency exits or egress, and number and location of fire extinguishers, carbon monoxide and smoke detectors.
- (7) Site plan or other document depicting approved parking spaces provided.
- (8) Property owner authorization providing for inspection pursuant to section 28-147 of this Code.
- (9) The zoning designation of the vacation rental to determine whether the vacation rental is monthly, weekly, or requires a submerged land lease.

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

**CITY OF ST. AUGUSTINE
MEMORANDUM**

TO: Code Enforcement Special Magistrate

DATE: May 28, 2026

SUBJECT: Case Number: CE2026-0312

RESPONDENT: COOL AND COLLECTED LLC

LOCATION: 67 SAN MARCO AVE STE B, Saint Augustine, FL 32084;

Parcel Number 1949000000

VIOLATION: City Code, Chapter 28, Section 146- Registration.

BACKGROUND INFORMATION:

My name is Morganne Lanni, I am a Code Enforcement Officer for the City of St Augustine, in this capacity for approximately four years. This case, number CE2026-0312, concerns the property located at 67 San Marco Ave, in the City of Saint Augustine, located in Saint Johns County, FL. According to the official records of the Property Appraiser of St. Johns County, the property owner is Cool and Collected LLC, and it is reflected as such on the agenda for today's meeting.

On May 15th, 2026, I utilized our software, HostCompliance, to run a report showing all the short-term rental properties that have had recent stays- within the last 0-7 days. Our software indicates that this property has been a short-term rental since approximately June 2015, and no active registration is on file. I confirmed via HostCompliance this property does have active listings as of May 15, 2026, and based on this information, I issued an Official Notice of Violation and Notice of Hearing on May 15, 2026, giving the Respondent ten (10) days to register the property with the City of St. Augustine. In the notice, I cited a violation of the City of Saint Augustine Code, Chapter 28, Section 146, for failing to register the property with our office. The Notices were delivered to the Respondent via certified mail, as well as hand-delivered to the property on May 18, 2026.

I received a phone call from the owner the week of my delivered notice. He apologized for his oversight, and explained he was currently out of the country, but would register the property as soon as possible. As of May 28, 2026, no changes have been made.

I have established contact with the Respondent. I feel the respondent does understand the violation.

This concludes my presentation pending any questions you may have.


Morganne E Lanni
Code Enforcement Officer



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

CODE ENFORCEMENT DIVISION

May 15, 2026

IN THE MATTER OF: Owner(s): COOL AND COLLECTED LLC
Agent(s): SHARP, JEFFREY
Address: 67 SAN MARCO AVE, Saint Augustine, FL, 32084
Case #: CE2026-0312

HEREBY KNOWN AS RESPONDENT(S)

OFFICIAL NOTICE OF VIOLATION

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

Code Section: Chapter 28, Section 146 - Registration.

SITE OF VIOLATION: 67 SAN MARCO AVE, Saint Augustine, FL, 32084
LEGAL DESCRIPTION: CITY OF ST AUGUSTINE ABBOTT TR LOT 3 N20 OF W50FT OF
LOT 8 S12FT & W30 OF N38FT OF LOT 9 BLK E OR3950/586
PARCEL NUMBER: 1949000000

The City of St. Augustine conducted an inspection and/or review of City records regarding the subject property on May 13, 2026 which revealed the following violations:


Failure to register the short-term rental property with the City of St. Augustine.

It is the Finding of the Code Enforcement Division of the Planning and Building Department of the City of St. Augustine that the Respondent shall comply with the above cited sections of the City Code of St. Augustine, Florida, within **10 Days** of the receipt of this Notice, or a fine of **up to \$250.00 per day** may be imposed by the Special Magistrate. The violation may be corrected via:

Register the short-term rental property with the City of St. Augustine.

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

Notice of Violation
Case No. CE2026-0312


Morganne E Lanni
Code Enforcement Inspector

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

Certified Mail Number: 9489 0090 0027 6675 2490 92
9489 0090 0027 6675 2491 08

cc: David Birchini, City Manager

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

9489 0090 0027 6675 2490 92

9489 0090 0027 6675 2491 08



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

**CODE ENFORCEMENT DIVISION
OFFICIAL NOTICE OF SPECIAL MAGISTRATE
HEARING**

May 15, 2026

IN THE MATTER OF: Owner(s): COOL AND COLLECTED LLC
Agent(s): SHARP, JEFFREY
Address: 67 SAN MARCO AVE, Saint Augustine, FL, 32084
Case #: CE2026-0312

HEREBY KNOWN AS RESPONDENT(S)

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

Code Section: Chapter 28, Section 146, Registration.

SITE OF VIOLATION: 67 SAN MARCO AVE, Saint Augustine, FL, 32084
LEGAL DESCRIPTION: CITY OF ST AUGUSTINE ABBOTT TR LOT 3 N20 OF W50FT OF
LOT 8 S12FT & W30 OF N38FT OF LOT 9 BLK E OR3950/586
PARCEL NUMBER: 1949000000

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet on **Wednesday, June 3, 2026, at 9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street, and you have been placed on the agenda for the meeting in the matter of the following violations:

Failure to register the short-term rental property with the City of St. Augustine.

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

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

Notice of Hearing

Case No. CE2026-0312

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



Morganne E Lanni

Code Enforcement Inspector

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

Certified Mail Number: 9489 0090 0027 6675 2490 92
9489 0090 0027 6675 2491 08

cc: David Birchini, City Manager

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

AFFIDAVIT OF SERVICE

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

COOL AND COLLECTED LLC
67 SAN MARCO AVE
ST. AUGUSTINE, FL 32084

Respondent

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: CE 2026-0312

I, Morganne E Lanni, being duly sworn and deposed say:

- 1. That I am employed by the City of St. Augustine Code Enforcement Department.
- 2. That pursuant to Florida Statute 162.12, on May, 15, 2026,
I received a copy of the attached Notice of Hearing for the hearing dated June,
3, 2026.

PRIMARY SERVICE:

- 3. That on May, 15, 2026,
I mailed said Notice by certified U. S. Mail to the respondent, at the above listed address.
- 4. That on May, 18, 2026
I hand delivered said Notice to front desk at
67 San Marco Ave.

SECONDARY SERVICE:

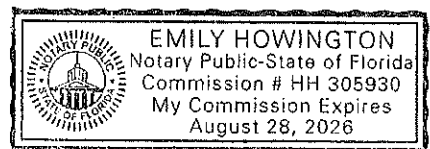
- 5. That on _____, 20____,
I posted said Notice on the property located at
_____.
- 6. That on _____, 20____,
I posted said Notice at the City of St. Augustine Clerks Office located at 75 King St.,
St. Augustine, FL.

FURTHER, Affiant saith not.

Morganne E. Lanni
Code Enforcement Inspector

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

[Signature]
Notary Public, State of Florida
My Commission Expires: 28 day of August, 2026



Apply for Exemptions

Apply for Exemptions

Homestead Compliance

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

Homestead Compliance

2024 TRIM Notice

2024 TRIM Notice (PDF)

Summary

Parcel ID	1120100000
Location Address	6 BLANCHE LN SAINT AUGUSTINE 32084-0000
Neighborhood	Dancy Tract (SF) (487)
Tax Description*	5-49 ALTAVILLA SUB OF BLK 19 DANCY LOT 15 OR4482/1066(T/D)
<small>Skip to main content</small>	*The Description above is not to be used on legal documents.
Property Use Code	Vacant Residential (0000)
Subdivision	Altavilla Subdivision
Section/Rng	42-1-15
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](#)



St. Johns County, FL

Owner Information

Owner Name	Roots Construction Group LLC 100%
Mailing Address	505 WILSON RD HASTINGS, FL 32145-0000

Map



Sec. 19-3. - Unlawful conditions.

It shall be unlawful to deposit, keep, or maintain the unsheltered storage of any junk or refuse, including building materials or similar objects; household goods; inoperable machinery; stripped, junked, inoperable, or unlicensed motor vehicles or boats within the corporate limits of the city. A structure that is in violation of chapter 8, article IV, is a nuisance.

(Code 1964, § 12-19; Ord. No. 96-27, § 2, 6-10-96; Ord. No. 19-05, § 1, 4-22-19)



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

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

May 20, 2026

IN THE MATTER OF: Owner(s): ROOTS CONSTRUCTION GROUP LLC
Agent(s): JOSEPH J LARGAY JR
Address: 6 BLANCHE LN, Saint Augustine, FL, 32084
Case #: CE2025-0592

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

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

SITE OF VIOLATION: 6 BLANCHE LN, Saint Augustine, FL, 32084
LEGAL DESCRIPTION: 5-49 ALTAVILLA SUB OF BLK 19 DANCY LOT 15
OR4482/1066(T/D)
PARCEL NUMBER: 1120100000

The purpose of this letter is to notify you that the City of St. Augustine Special Magistrate will meet for a **Fine Assignment Hearing** regarding your case on June 3rd, 2026, at **9:00 a.m.** in the Alcazar Room at City Hall, 75 King Street.

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

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



Barry Fox
Code Enforcement Manager

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

Certified Mail Number: 9489 0090 0027 6675 2477 39, 9489 0090 0027 6675 2477 46

cc: David Birchim, City Manager

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

AFFIDAVIT OF NON-COMPLIANCE

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


**JOSEPH KARGAY JR
ROOTS CONSTRUCTION GROUP LLC**

Respondent

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: CE2025-0592

I, JAMES TOMASELLI, have personally examined the property described in the Code Enforcement Order dated January 7, 2026, in reference to the above case, and find that said property is **NOT** in compliance with the City of St. Augustine Code of Ordinance(s), Chapter 19 Sec. 3 Unlawful Conditions as of, January 22, 2026.

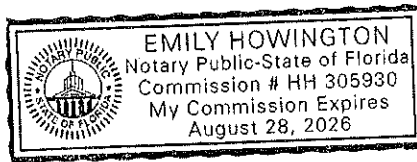
FURTHER, Affiant saith not.


Code Enforcement Inspector
James Tomaselli

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


Notary Public, State of Florida

My Commission Expires: 28 day of August, 2026.





BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

ORDER FINDING VIOLATION

CASE NUMBER: CE2025-0592

IN THE MATTER OF:

ROOTS CONSTRUCTION GROUP LLC
JOSEPH J LARGAY JR
6 BLANCHE LN, Saint Augustine, FL, 32084
(Hereinafter referred to as Respondent)

RE: VIOLATION OF SECTION(S): Code of Law and Ordinances of St. Augustine, Florida:
City Code, Chapter 19, Section 3, Unlawful conditions.

VIOLATION SITE: **6 BLANCHE LN, Saint Augustine, FL, 32084**

LEGAL DESCRIPTION: **5-49 ALTAVILLA SUB OF BLK 19 DANCY LOT 15
OR4482/1066(T/D)**

PARCEL NUMBER: **1120100000**

THE SPECIAL MAGISTRATE HEARD TESTIMONY AND EXAMINED EVIDENCE AT A HEARING HELD ON JANUARY 7, 2026, AND, BASED ON THE EVIDENCE, HAS ADJUDGED AS FOLLOWS:

FINDINGS OF FACT AND CONCLUSIONS OF LAW

1. Respondent is the legal owner and/or occupant of the subject property and was duly notified of the hearing held on January 7, 2026, in accordance with Chapter 162 F.S.

The respondent and/or representative was / was not present

2. During a routine code enforcement inspection of the property, staff observed the following code violations on December 19, 2025:

Respondent, after prior warnings, continues to collect and store excessive building materials, junk and debris on property.

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

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

- 4. On December 19, 2025, the Planning and Building Department sent an "Official Notice of Violation" to formally advise the respondent of the violation, via certified mail.
- 5. On December 19, 2025, the Planning and Building Department sent the respondent, via certified mail, an "Official Notice of Special Magistrate Hearing" and posted a copy at the property and with the City Clerk's office for the Special Magistrate Hearing for January 7, 2026.
- 6. On January 7, 2026, the Special Magistrate heard the testimony and examined the evidence of this case and issued the following order:

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

- a. In Violation.
- b. A Repeat Violation.
- c. An Irreparable / Irreversible Violation.

AND

- a. You are in Compliance, at the time of this hearing.
- b. No fine will be assigned and the case will be closed.
- c. Other: has until Jan. 21, 2026 to completely clean up; if not complete, \$500/day fine.

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

- a. You have days to become compliant or a fine of up to \$250 will be imposed for each day the violation continues.
- b. You were in violation for days, found to be compliant at this time, and the fine is set at \$.

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

- a. A fine of up to \$ 500 Will be imposed for each day the violation continues, starting Jan. 21, 2026.
- b. You were in violation for days, found to be compliant at this time, and the fine is set at \$.

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

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

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

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

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

DONE AND ORDERED THIS 7TH OF JANUARY, 2026. In open session at the Alcazar Room, 75 King Street, St. Augustine, Florida.



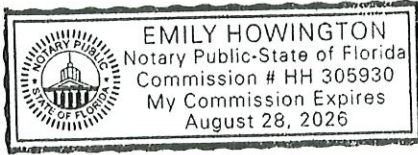
Gretchen RL Vose

Special Magistrate
City of St. Augustine

STATE OF FLORIDA
COUNTY OF ST. JOHNS

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

Witness my hand and official seal, this 7 day of January, A.D., 2026



[Signature]
Notary Public, State of Florida

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

BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

CERTIFICATE OF SERVICE

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

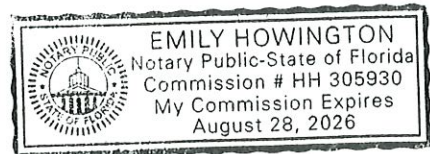
Roots Construction Group LLC, 505 WILSON RD, HASTINGS, FL 32145,

9489 0090 0027 6675 2519 46

Roots Construction Group LLC, 6 BLANCHE LN, SAINT AUGUSTINE , FL 32084

9489 0090 0027 6675 2519 53

on this 7 day of January, 2022 



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	2068300000
Location Address	83 WEEDEN ST SAINT AUGUSTINE 32084-0000
Neighborhood	Dumas Tract with part City St Aug (622)
Tax Description*	DUMAS TRACT CITY S32.5 OF W65 FT OF LOTS 12 & 13 BLK B QR5714/9 *The Description above is not to be used on legal documents.
Property Use Code	Single Family (0100)
Subdivision	Dumas Tract
Sec/Twp/Rng	19-7-30
District	City of St Augustine (District 452)
Millage Rate	19.5552
Acreage	0.060
Homestead	N

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[Skip to main content](#)

Owner information

BAKER KELLEN ET AL	IRONS MATTHEW
100%	100%
1835 WATERBURY LN	1835 WATERBURY LN
ORANGE PARK, FL 32003-0000	ORANGE PARK, FL 32003-0000

Map



Sec. 28-146. - Registration.

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

- (1) Address of the vacation rental.
- (2) Name, address, and contact information of the property owner.
- (3) Name, address, and contact information of the property manager if different than the property owner.
- (4) Number of rental units offered to the public for rent at this location.
- (5) Number of bedrooms.
- (6) Floor plan identifying the location of bedrooms, emergency exits or egress, and number and location of fire extinguishers, carbon monoxide and smoke detectors.
- (7) Site plan or other document depicting approved parking spaces provided.
- (8) Property owner authorization providing for inspection pursuant to section 28-147 of this Code.
- (9) The zoning designation of the vacation rental to determine whether the vacation rental is monthly, weekly, or requires a submerged land lease.

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

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



Barry Fox
Code Enforcement Manager

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

Certified Mail Number: 9489 0090 0027 6675 2472 10, 9489 0090 0027 6675 2472 27,
9489 0090 0027 6675 2472 34, 9489 0090 0027 6675 2472 41

cc: David Birchim, City Manager

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

AFFIDAVIT OF NON-COMPLIANCE

STATE OF FLORIDA
COUNTY OF ST. JOHNS
CITY OF ST. AUGUSTINE
BAKER KELLEN ET AL
IFONS MATTHEW
B3 Weeden ST
ST. AUGUSTINE, FL 32084

Respondent

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: CE2026-0283

I, Morganne E. Lanni, have personally examined the property described in the Code Enforcement Order dated May 6, 2026 in reference to the above case, and find that said property is **NOT** in compliance with the City of St. Augustine Code of Ordinance(s) Ch. 28, Section 146 as of May 28, 2026.

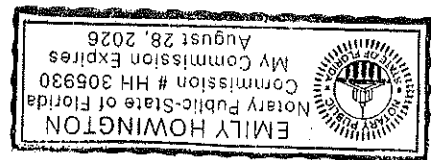
FURTHER, Affiant saith not.

Morganne E Lanni
Code Enforcement Inspector

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

[Signature]
Notary Public, State of Florida

My Commission Expires: 28 day of August, 2026





BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

ORDER FINDING VIOLATION

CASE NUMBER: CE2026-0283

IN THE MATTER OF:

Baker Kellen Et AL
Irons Matthew
83 WEEDEN ST, Saint Augustine, FL, 32084
(Hereinafter referred to as Respondent)

RE: VIOLATION OF SECTION(S): Code of Law and Ordinances of St. Augustine, Florida:
City Code, Chapter 28, Section 146, Registration.

VIOLATION SITE: **83 WEEDEN ST, Saint Augustine, FL, 32084**
LEGAL DESCRIPTION: **DUMAS TRACT CITY S32.5 OF W65 FT OF LOTS 12 & 13 BLK
B OR5714/9**
PARCEL NUMBER: **2068300000**

THE SPECIAL MAGISTRATE HEARD TESTIMONY AND EXAMINED EVIDENCE AT A HEARING HELD ON **MAY 06, 2026**, AND, BASED ON THE EVIDENCE, HAS ADJUDGED AS FOLLOWS:

FINDINGS OF FACT AND CONCLUSIONS OF LAW

1. Respondent is the legal owner and/or occupant of the subject property and was duly notified of the hearing held on **May 06, 2026**, in accordance with Chapter 162 F.S.

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

2. During a routine code enforcement inspection of the property, staff observed the following code violations on April 07, 2026:

Failure to register the short term rental property with the City of St. Augustine.

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

**City Code, Chapter 28, Section 146
Registration.**

4. On April 07, 2026, the Planning and Building Department sent an "Official Notice of Violation" to formally advise the respondent of the violation, via certified mail.

5. On April 07, 2026, the Planning and Building Department sent the respondent, via certified mail, an "Official Notice of Special Magistrate Hearing" and posted a copy at the property and with the City Clerk's office for the Special Magistrate Hearing for May 06, 2026.

6. On May 06, 2026, the Special Magistrate heard the testimony and examined the evidence of this case and issued the following order:

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

- a. In Violation.
- b. A Repeat Violation.
- c. An Irreparable / Irreversible Violation.

AND

- a. You are in Compliance, at the time of this hearing.
- b. No fine will be assigned and the case will be closed.
- c. Other: _____

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

- a. You have 2 days *by Friday May 8, 2026, by 5 pm.* to become compliant or a fine of up to \$250 will be imposed for each day the violation continues.
- b. You were in violation for _____ days, found to be compliant at this time, and the fine is set at \$_____.

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

- a. A fine of up to \$_____ Will be imposed for each day the violation continues.
- b. You were in violation for _____ days, found to be compliant at this time, and the fine is set at \$_____.

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

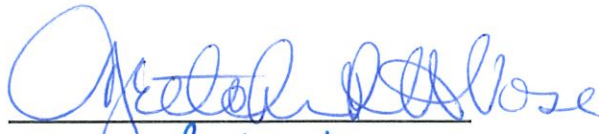
- a. and the Fine is set at \$_____ per violation totaling to \$_____

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

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

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

DONE AND ORDERED THIS 6TH DAY OF MAY, 2026. In open session at the Alcazar Room, 75 King Street, St. Augustine, Florida.



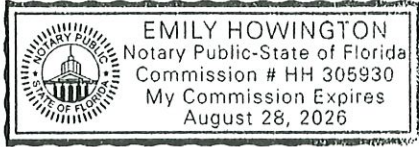
Becky Vose

, Special Magistrate
City of St. Augustine

STATE OF FLORIDA
COUNTY OF ST. JOHNS

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

Witness my hand and official seal, this 6 day of May, A.D., 26.



Emily Howington
Notary Public, State of Florida

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

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)

Skip to main content

Summary

St. Johns County, FL

Parcel ID: 2067700000
 Location Address: 78 SANFORD ST
 SAINT AUGUSTINE 32084-0000
Neighborhood Dumas Tract with part City St Aug (622)
Tax Description* DUMAS TRACT CITY LOT 8 & N'LY 15FT OF LOT 9 BLK B
 OR5448/1813
 *The Description above is not to be used on legal documents.
Property Use Code Single Family (0100)
Subdivision Dumas Tract
Sec/Twp/Rng 19-7-30
District City of St Augustine (District 452)
Millage Rate 19.5552
Acreage 0.170
Homestead Y

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Owner Information

JENSEN ANNIE ET AL	HOLLAND BRANDY
100%	100%
78 SANFORD ST	78 SANFORD ST
SAINT AUGUSTINE, FL 32084-0000	SAINT AUGUSTINE, FL 32084-0000

Exemption Information

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

Sec. 8-608. - Permit required.

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

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



Barry Fox
Code Enforcement Manager

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

Certified Mail Number: 9489 0090 0027 6675 2471 97, 9489 0090 0027 6675 2472 03

cc: David Birchim, City Manager

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

AFFIDAVIT OF COMPLIANCE

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

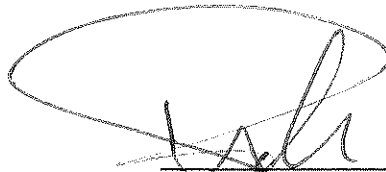
BRANDY HOLLAND
ANNIE JENSEN

Respondent(s)

CODE ENFORCEMENT BOARD/SPECIAL MAGISTRATE CASE NUMBER: **CE2024-0441**

I, **James Tomaselli** have personally examined the property described in the Code Enforcement Order dated **APRIL 1, 2026**, in reference to the above case, and find that said property is **NOW** in compliance with the City of St. Augustine Code of Ordinance(s) Chapter 17 Sec. 72 as of **MAY 20, 2026**.

FURTHER, Affiant saith not.



James Tomaselli
Code Enforcement Inspector

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



Notary Public, State of Florida

My Commission Expires: 28 day of August, 2026.



PAYMENT SUMMARY RECEIPT

CITY OF ST. AUGUSTINE - LIVE
75 King Street

DATE: 05/20/26 CUSTOMER#:
TIME: 14:53:58
CLERK: 1596pcou

RECPT#: 3406156 PREV BAL: 1000.00
TP/YR: P/2026 AMT PAID: 1000.00
BILL: 3406156 ADJSTMNT: .00
EFF DT: 05/20/26 BAL DUE: .00

Misc Cash Receipts

-----TOTALS-----

PRINCIPAL PAID: 1000.00
INTEREST PAID: .00
ADJUSTMENTS: .00
DISC TAKEN: .00

AMT TENDERED: 1000.00
AMT APPLIED: 1000.00
CHANGE: .00

PAID BY: CE2024-0441 78 Sanfo
PAYMENT METH: CHECK
PAYMENT REF: 2915

TOT PREV BAL DUE: 1000.00
TOT BAL DUE NOW : .00
VA



BEFORE THE
SPECIAL MAGISTRATE
ST. AUGUSTINE, FLORIDA

ORDER IMPOSING A FINE

CASE NUMBER: CE2024-0441

IN THE MATTER OF:

Jensen Annie Et AL
Holland, Brandy
78 SANFORD ST, Saint Augustine, FL, 32084
(Hereinafter referred to as Respondent)

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

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

VIOLATION SITE: **78 SANFORD ST, Saint Augustine, FL, 32084**
LEGAL DESCRIPTION: **DUMAS TRACT CITY LOT 8 & N'LY 15FT OF LOT 9 BLK
OR5448/1813**
PARCEL NUMBER: **2067700000**

THE SPECIAL MAGISTRATE HEARD TESTIMONY AND EXAMINED EVIDENCE AT A HEARING HELD ON APRIL 1, 2026, AND, BASED ON THE EVIDENCE, HAS ADJUDGED AS FOLLOWS:

FINDINGS OF FACT AND CONCLUSIONS OF LAW

1. Respondent is the legal owner and/or occupant of the subject property and was duly notified of the hearing held on April 1, 2026, in accordance with Chapter 162 F.S.

The respondent and/or representative was / was not present

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

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

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

City Code, Chapter 8, Section 608
Permits required.

4. On November 05, 2025, the case was found in violation and was issued an "O rder Finding Violation" which allowed the respondent (60) days from the date of the Order to correct the violation by "complying with the HARB order" after which if compliance was not met a fine of up to \$250 per day may be issued for each day out of compliance.

5. On **March 17, 2026**, the Planning and B uilding Department sent the respondent, via certified mail, an "O fficial Notice of Special Magistrate Hearing" and posted a copy at the property and with the City Clerk's office for the Special Magistrate Hearing for April 1, 2026.

6. O n **April 1, 2026**, the Special Magistrate heard the testimony and examined the evidence of this case and issued the following order:

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

- a. In Compliance.
- b. Not In Compliance.
- c. An Irreparable / Irreversible Violation.

FINES PER VIOLATION

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

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

- a. You became compliant as of _____.
- b. The violation remains as of _____ and the fine is set to \$_____ per day until compliance is met.
- c. The violation remains for _____ days after the compliance period ended and the fine is set to \$_____ per day for a total amount of \$_____.
- d. Other: amended to \$1000.00 found to be in violation for four days.

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

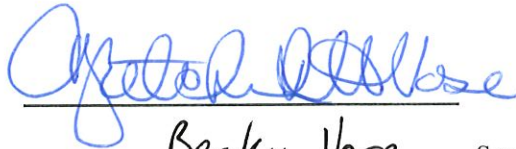
- e. and the Fine is set at \$_____.

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

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

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

DONE AND ORDERED THIS 1ST OF APRIL 2026. In open session at the Alcazar Room, 75 King Street, St. Augustine, Florida.



Becky Vase, Special Magistrate

City of St. Augustine

STATE OF FLORIDA
COUNTY OF ST. JOHNS

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

Witness my hand and official seal, this 1 day of April, A.D., 2026



Notary Public, State of Florida

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

