



AGENDA

Code Enforcement, Adjustments and Appeals

Board

City of St. Augustine,

Florida Alcazar Room

Tuesday, February 9, 2021 at 3:00 p.m.

Regular Agenda

1. **Roll Call**
2. **Swearing in of Staff**
3. **Election of Chairman and Vice-Chairman**
4. **Approval of 2021 Board Meeting Calendar**
5. **General Public Comments for Items Not on the Agenda**
6. **Approval of Minutes**
 - a. Regular Meeting Minutes from November 10, 2020.
7. **Disclosure of Ex-Parte Communications**
8. **Building Code Variances**
 - a. 2021-0040 46 Avenida Menendez Inc
 [46 Charlotte Street](#)
 Variance of Floodplain Management Code
 Chapter 8, Section 8-446.
9. **Review of Previously Heard Cases**

(None)

10. Review of New Cases

- a. 2020-0463 Barbara W. Teisan
[47 Grove Avenue](#)
City Code, Chapter 3, Section 3-2,
Attaching advertising matter to poles, trees, etc.
City Code, Chapter 17, Section 17-72,
Engaging in business without a receipt; failure to comply.
- b. 2021-0028 97 Masters LLC
[97 Masters Drive](#)
Chapter 25, Section 25-56,
Tree removal and replacement.

11. City Attorney Items

(None)

12. Other Business

(None)

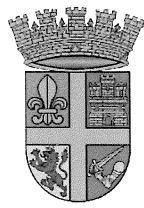
13. Review of Conflict Statements from Previous Meeting

14. 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 markets.



**ADMINISTRATIVE ORDER OF THE CITY OF ST. AUGUSTINE, FLORIDA
RELATING TO PUBLIC HEALTH EMERGENCY 20-51 (COVID)
ADMINISTRATIVE ORDER NO. 20-16**

Consistent with the Governor of Florida's Executive Order No. 20-51 and 20-52, as extended, modified, or amended, under the authority granted by the City of St. Augustine's Charter, Article IV, Division 4, and pursuant to Resolution 2020-10, the City Manager, or the Assistant City Manager as designated by the City Charter, or their designee, may make administrative orders and rules that have the full force and effect of local law during the pendency of a federal, state or local emergency or public health emergency. All existing laws, ordinances, and rules inconsistent with the provisions of sections 252.31-252.90, Florida Statutes, or identified as inconsistent with the directives of the State Health Officer and Surgeon General pursuant to their authority under Chapter 381, Florida Statutes, shall be suspended during the period of time and to the extent that such conflict exists. The City Manager, Assistant City Manager, or their designee, may issue administrative orders in support of these public health emergency directives to provide more efficient and orderly preparedness and recovery. Consistent with public health emergency directives of the State of Florida, the City Manager or designee may waive the procedures and formalities otherwise required, when reasonably necessary to preserve the health and welfare of the public.

Consistent with City of St. Augustine Resolutions 2020-20, 2020-21, and 2020-39 the City Manager, or their designee, specifically authorizes the following health and safety protocols:

- 1) All meeting rooms will be configured to maintain the 6-foot social distancing radius recommended by the CDC.
- 2) All meeting rooms will be sanitized by wiping all flat surfaces and chairs prior to each meeting.
- 3) All members of the public, City Commission, staff, and appointed boards or committees are required to wear a face covering over the nose and mouth at all times while in the meeting room.
- 4) Face masks and hand sanitizer will be made available as needed prior to entry.
- 5) Face coverings include a uniform piece of material that securely covers a person's nose and mouth and remains affixed in place without the use of one's hands. Types of coverings include a face mask, homemade mask, or other covering, such as a scarf, bandana, handkerchief, or other similar cloth covering or full-face shields.
- 6) Participants requesting accommodation due to a disability which prevents the use of face coverings may use alternative face coverings. Alternative face coverings include scarves, other loose face covering, or full-face shield.
- 7) Participants unable or unwilling to wear a face covering will be required to remain outside of the meeting hall where they may audibly observe the meeting or hearing.
- 8) Participants unable or unwilling to wear a face covering will be allowed to participate in any public comment period from a microphone outside the meeting room and audible to the Commission or Board.
- 9) Capacity for physical attendance within the Alcazar Room will be reduced based on the 6-foot social distancing and air flow requirements. Physical attendance will be prioritized as follows until maximum capacity is reached:
 - a. Commission Members
 - b. City Attorney
 - c. City Manager
 - d. City Clerk
 - e. Necessary staff

f. Applicants (one at a time)

g. Public participants

10) Applicants appearing before a board for hearing will be asked to queue outside the meeting room and enter with any witnesses or agents upon the calling of their application for hearing.

In accordance with the Americans with Disabilities Act, persons needing a special accommodation to participate in public meetings should contact the City not later than seven (7) days prior to the meeting.

Any administrative action taken on or after the effective date of Resolution 2020-10, is hereby ratified.

This Administrative Order shall expire thirty (30) days from the effective date of Executive Order No. 20-51, as it may be extended, modified, or amended from time to time.

Filed in the office of the City Clerk, of the City of St. Augustine, this 17th day of December, 2020.


for John Regan, City Manager

ATTEST:


Darlene Galambos, City Clerk

