



AGENDA
CODE ENFORCEMENT & APPEALS BOARD HEARING
APRIL 2, 2026
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

- 1. CALL TO ORDER / ROLL CALL / DETERMINATION OF A QUORUM**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MINUTES**
 - 3.1 The minutes from the March 5, 2026, hearing are presented for approval.
- 4. OLD BUSINESS**
 - 4.1 The Board Procedures are presented for approval.
- 5. NEW BUSINESS**
 - 5.1 **ERIN RENEE KRATKY, 1536 COVENTRY LANE, CASE 2023-0323.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: LDC Chapter 5.01.10 Fences and Walls. *Requesting Board determination of the case.*
 - 5.2 **FRANCES CLARK, 2942 RIVERBEND WALK, CASE 2024-0323.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: LDC 5.01.10 Fences and Walls. *Requesting Board determination of the case.*
 - 5.3 **FAYE RICHARDSON EST. C/O EDITH R. BROWN, 730 DIVISION STREET, CASE 2025-0595.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: Section 42-117 Exterior Structure (Maintenance). *Requesting Board determination of the case.*
 - 5.4 **GEORGE PATSY SUE EST. C/O JAMES GEORGE, 128 N. 13TH TERRACE, CASE 2025-0337.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: Sections 42-117 Exterior Structure (Maintenance) and 42-116 Duty to Maintain Property. *Requesting Board determination of the case.*
- 6. BOARD BUSINESS**
- 7. ADJOURNMENT**

“Quasi-Judicial” signifies that the proceeding must adhere to Quasi-Judicial hearing protocols as outlined by the City Commission’s procedures and Florida Statutes.

All members of the public are encouraged to attend and express their views. Individuals who do not speak English fluently may request language or sign interpreters at least ten (10) working days before the meeting. Persons with

disabilities needing accommodation to participate should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 for the hearing or speech impaired.

For inquiries regarding this matter, please reach out to the Code Enforcement Department at (904) 310-3440. Should any individual wish to challenge a decision made by the Code Enforcement & Appeals Board concerning any matter discussed during the meeting, they must ensure that a precise record of the proceedings is generated. This record should encompass the testimonies and evidence crucial for the appeal process.



**MINUTES
CODE ENFORCEMENT & APPEALS BOARD HEARING
MARCH 5, 2026
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

1. CALL TO ORDER 5:03 P.M.

ROLL CALL / DETERMINATION OF A QUORUM:

BOARD MEMBERS PRESENT

Bernard Thompson
Frank Postma
Andy Fotiades (Vice Chair)
Ralph Stines (Chair)

BOARD MEMBERS ABSENT

None

CITY STAFF PRESENT

Cheryl Carfagno (Board Secretary)
Crystal Rimes (Code Enforcement Officer) (Officer Rimes)
Michelle Forstrom (Code Enforcement Director)
Theresa Prince (City Attorney)
Walter Sturges (Police Officer)

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MINUTES

3.1 The minutes from the February 5, 2026, hearing are presented for approval.

CHAIR STINES CALLED FOR A VOTE ON THE MOTION TO APPROVE THE FEBRUARY 5, 2025, CODE ENFORCEMENT AND APPEALS BOARD MINUTES WITH NO CHANGES. ALL BOARD MEMBERS PRESENT VOTED IN FAVOR. MOTION PASSED UNANIMOUSLY (SUMMARY: YES: 4).

Chair, Ralph Stines, asked if there were any changes to the Agenda. Code Enforcement Officer, Crystal Rimes, stated that there were no changes, but requested that case 2025-0628 under 5.3 be presented first because property owner, Jason Luke, was the only respondent in attendance at the hearing.

City Attorney, Teresa Prince, explained the quasi-judicial procedures.

Chair Stines confirmed with the Board that there were no ex-parte communications.

Board Secretary, Cheryl Carfagno, administered the oath to all individuals intending to provide testimony.

4. OLD BUSINESS

4.1 The Board Procedures are presented for approval.

City Attorney Prince went over the changes the Board requested at the last hearing. Chair Stines stated that it would be best to comment and vote on the procedures at the next hearing because not all Board Members had an opportunity to review the changes.

5. NEW BUSINESS

5.3 **JASON LUKE, 310 N. 15TH ST., CASE 2025-0628.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: Sections 42-117 Exterior Structure (Maintenance) and 42-116 Duty to Maintain Property. *Requesting Board determination of the case.*

Chair Stines announced the case.

Officer Rimes began her presentation by submitting all documents and evidence into the record. On October 28, 2025, an initial inspection was conducted by Code Enforcement Officer George Wells (retired) and Officer Rimes, and the property was found in violation of Sections 42-117 and 42-116. On December 22, 2025, a Notice of Violation/Notice of Hearing (NOV/NOH) letter was sent by Certified Mail to the property owner. The Certified Mail was returned unclaimed on January 2, 2026. On January 6, 2026, a NOV/NOH was posted at the property, and proper service was confirmed. Several follow-up inspections were conducted, and the property remained in violation. On March 5, 2026, an inspection was conducted and violation 42-116 had been resolved, but 42-117 remained in violation.

Property owner, Jason Luke, stated that he did not deny anything Officer Rimes presented. Mr. Luke explained that due to a death in the family he was not spending a lot of time at the property. Mr. Luke stated that everything would be fixed but asked why the two panels leaning against the fence in the front yard were a violation.

Officer Rimes explained that under Code of Ordinances, Section 42-117 Exterior Structure (Maintenance), everything needs to be structurally sound, operational, and in good working condition. Officer Rimes indicated that the fence was considered broken in its current condition, and the fence panels could be repaired or removed and that would correct the violation.

Vice Chair Fotiades asked if the tanks in the evidence photos were operational or disconnected. Mr. Luke stated that the tanks were operational and hooked up to a home generator.

Code Enforcement Director, Michelle D. Forstrom, commented that the unaffixed panels could cause a safety hazard during hurricane season and could also be considered outdoor storage because they were not being used.

Jason Luke asked if the house was considered dilapidated because of the vegetation growing on it. Officer Rimes explained that vegetation growing on the roof could hurt the structure, and any broken windows or rotten/exposed wood needed to be repaired or replaced to protect the overall structure and integrity of the house.

Vice Chair Fotiades asked how much time Mr. Luke would need to make the repairs. Mr. Luke stated that he could get the repairs done in a month.

Members Postma and Thompson both expressed that a month seemed fair for Mr. Luke to make the repairs.

A MOTION WAS MADE BY MEMBER POSTMA AND SECONDED BY VICE CHAIR FOTIADES TO FIND THE RESPONDENT IN VIOLATION OF CODE OF ORDINANCES, SECTION 42-117 EXTERIOR STRUCTURE (MAINTENANCE). GRANTING AN ADDITIONAL 30 DAYS, UNTIL APRIL 4, 2026, TO BRING THE PROPERTY INTO COMPLIANCE. ASSESS ADMINISTRATIVE FEES AND A FINE OF \$25.00 PER DAY, TO BEGIN APRIL 5, 2026, IF THE PROPERTY IS NOT IN COMPLIANCE. MOTION CARRIED BY UNANIMOUS ROLL CALL VOTE (SUMMARY: YES - 4).

- 5.1 **SHERRI O. SIMMONS, DARREN D. AUCK & BRYAN L. AUCK, 508 STANLEY DR., CASE 2025-0610.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: Sections 42-117 Exterior Structure (Maintenance) and 42-116 Duty to Maintain Property. *Requesting Board determination of the case.*

Chair Stines announced the case.

It was confirmed that no respondents were in attendance.

Officer Rimes began her presentation by submitting all documents and evidence into the record. On October 9, 2025, an initial inspection was conducted by Code Enforcement Officer, George Wells (retired), and the property was found in violation of Sections 42-117 and 42-116 due to exterior structural deterioration and lack of maintenance. On January 12, 2026, a Notice of Violation/Notice of Hearing (NOV/NOH) letter was sent by Certified Mail to the property owners. The signed Certified Mail return receipt confirming proper service was received on January 26, 2026. Several inspections were conducted up to and including the hearing date, and the property remained in violation.

Officer Rimes stated that Bryan Auck communicated with Code Enforcement on numerous occasions and expressed that he did not have the financial means to complete the repairs. Mr. Auck asked that Code Enforcement contact co-owner, Sherri Simmons, regarding resolution options. On February 25, 2026, Officer Rimes informed Mr. Auck that Code Enforcement was unable to make contact with Ms. Simmons at the number he provided despite several attempts.

The Board asked various questions regarding whether the health department was able to inspect the property, if the property taxes were current, when the lien process would begin, the process of foreclosure, and to confirm who owned the property. Officer Rimes, City Attorney Prince, and Director Forstrom responded to each of the Board's questions.

Director Forstrom stated that Code Enforcement attempted to have the property declared an unsafe structure, but the Building inspector did not feel there was an imminent danger.

Chair Stines asked if Bryan Auck understood the possibility that liens may be placed on the property. Officer Rimes stated that Mr. Auck fully understood the process and the next steps after the hearing.

A MOTION WAS MADE BY MEMBER POSTMA AND SECONDED BY MEMBER THOMPSON TO FIND THE RESPONDENT IN VIOLATION OF CODE OF ORDINANCES, SECTIONS 42-117 EXTERIOR STRUCTURE (MAINTENANCE) AND 42-116 DUTY TO MAINTAIN PROPERTY. GRANTING AN ADDITIONAL 30 DAYS, UNTIL APRIL 4, 2026, TO BRING THE PROPERTY INTO COMPLIANCE. ASSESS ADMINISTRATIVE FEES AND A FINE OF \$25.00 PER DAY, PER VIOLATION, NOT TO EXCEED \$50.00 PER DAY, TO BEGIN APRIL 5, 2026, IF THE PROPERTY IS NOT IN COMPLIANCE. MOTION CARRIED BY UNANIMOUS ROLL CALL VOTE (SUMMARY: YES - 4).

5.2 **BRYON ROBERTS, PARCEL 00-00-31-1800-0133-0060, CASE 2025-0620.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: Section 42-116 Duty to Maintain Property. *Requesting Board determination of the case.*

Chair Stines announced the case.

It was confirmed that Bryon Roberts was not present at the hearing.

Officer Rimes began her presentation by submitting all documents and evidence into the record. On October 22, 2025, an initial inspection was conducted by Officer George Wells (retired), and the property, which is a vacant lot, was observed to be in violation of Section 42-116. On October 23, 2025, a Notice of Violation/Notice of Hearing (NOV/NOH) letter was sent by Certified Mail to the property owner. On November 18, 2025, the Certified Mail was returned marked unclaimed. A second NOV/NOH was sent by Certified Mail to an updated mailing address on December 29, 2025, and the return receipt confirming proper service was received on January 5, 2026.

On January 12, 2026, Director Forstrom spoke with Bryon Roberts and granted a 30-day extension because Mr. Roberts indicated that he worked out-of-town and would resolve the issue when he returned at the end of the month. Several follow-up inspections were conducted up to and including the hearing date, and the property remained in violation.

Vice Chair Fotiades asked how the recommended fine was determined. Officer Rimes explained that the fine was fair based on the amount of time given for compliance.

A MOTION WAS MADE BY MEMBER POSTMA AND SECONDED BY MEMBER THOMPSON TO FIND THE RESPONDENT IN VIOLATION OF CODE OF ORDINANCES, SECTION 42-116 DUTY TO MAINTAIN PROPERTY. GRANTING AN ADDITIONAL 30 DAYS, UNTIL APRIL 4, 2026, TO BRING THE PROPERTY INTO COMPLIANCE. ASSESS ADMINISTRATIVE FEES AND A FINE OF \$100.00 PER DAY TO BEGIN APRIL 5, 2026, IF THE PROPERTY IS NOT IN COMPLIANCE. MOTION CARRIED BY UNANIMOUS ROLL CALL VOTE (SUMMARY: YES - 4).

6. BOARD BUSINESS

Chair Stines asked if there was other Board business to discuss.

The Board asked some general questions regarding the Special Magistrate. City Attorney Prince explained that attorney Harrison Poole would be the Special Magistrate for Code Enforcement and discussed Mr. Poole's prior experience as a Special Magistrate for Nassau County Code Enforcement and the City on other matters.

The Board discussed Director Forstrom's retirement and thanked her for her service to the community.

7. ADJOURNMENT 5:55 P.M.

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For inquiries regarding this matter, please reach out to the Code Enforcement Department at (904) 310-3440. Should any individual wish to challenge a decision made by the Code Enforcement & Appeals Board concerning any matter discussed

during the meeting, they must ensure that a precise record of the proceedings is generated. This record should encompass the testimonies and evidence crucial for the appeal process.

Respectfully submitted by:

Cheryl Carfagno
Board Secretary

Ralph Stines
Chair

Quasi-Judicial Statement for Hearings

A Quasi-Judicial Hearing, by state and case law, is less formal than a court hearing, but similar in procedures and evidence matters and requires the Code Enforcement Officer, Property Owner (Respondent) and witnesses, if any, to testify under oath.

The Code Enforcement Officer presents the case and evidence of the violation of the City Code of Ordinances and/or the City's Land Development Code. The Property Owner (Respondent) has the right to provide a response.

Both parties have the right to present evidence, call witnesses and question opposing witnesses.

The Board is the finder of fact and evaluates the testimony and evidence and then determines if a violation exists based on the evidence and testimony in the record and presented at the hearing. The order of relief includes compliance, fines (including administrative fees), or both.

Florida law requires that the Board's decision in a quasi-judicial action be supported by competent substantial evidence presented to the Board during the hearing on the case. Competent substantial evidence is such evidence as a reasonable mind would accept as adequate to support a conclusion.

There must be a factual basis in the record to support opinion testimony from both expert and non-expert witnesses. General objections, without specific evidence, do not constitute substantial competent evidence. The only material or relevant evidence is that which addresses the statutory or code requirements.

Email communications received may be included in the record as long as received by noon on the day of the hearing may become part of the public record for the hearing but are not, without more, competent substantial evidence. If received after noon on the day of the hearing, the email may not become part of the public record for the hearing. Any email communications received at any time on a code enforcement matter is a public record but are not, without more, competent substantial evidence.

The Property Owner (Respondent) is entitled to be represented by counsel; if any Property Owner (Respondent) desires continuance to obtain counsel, please come forward and make that request at this time.

The hearing procedures are as follows:

1. All parties testifying will be sworn in.
2. The Code Enforcement Officer will present the City's case and present evidence of the alleged violation. Witnesses may be called to support the City's case. Up to 15 minutes are allotted.
3. The Respondent may question the City's witnesses, if any. Up to 5 minutes allotted.
4. The Respondent will be given time to provide testimony and present evidence to the Board. Witnesses may be called to support the Respondent's response. Up to 15 minutes are allotted.
5. The Code Enforcement Officer may question Respondent's witnesses, if any. Up to 5 minutes allotted.
6. All witnesses, if any, who present evidence for or against the code enforcement violation will address the Board. Any documentation or photographs must be submitted to the Recording Secretary when the individual is testifying; the documents will not be returned, as they become a part of the official record and minutes.
7. The Code Enforcement Officer may provide final comments to the Board.
8. The Board will then close the public hearing and discuss the case. They may ask questions of the respondent, code enforcement officer or witnesses who testified in the hearing about the violation of the code. **Any motion of the Board should include whether the Board Member finds competent substantial evidence in the record and/or testimony received to support the Board's decision to find the property in violation or not.**
9. The meeting is being recorded; therefore, there can be no applause, outbursts, talking, or comments from the audience as it could distort the recording.
10. The Office of the City Attorney represents the Board and provides counsel, including advice as to the hearing procedures and relevancy of the evidence.
11. While the strict rules of evidence applicable to a court proceeding will not be utilized; **the Board, with assistance from the City Attorney, may exclude evidence that is not relevant to the violation or is repetitive in nature.**
12. The Chair may extend the time allotted herein.
13. Any witness presenting evidence at a hearing, including pictures or emails, must be verified by the person who created the evidence and the person must verify the evidence has not been altered.
14. If anyone has any questions regarding the Quasi-Judicial hearing procedures, please ask them at this time.



CITY OF
FERNANDINA
BEACH

CODE ENFORCEMENT AND APPEALS BOARD HEARING



City of Fernandina Beach

Code Enforcement & Appeals Board

Officer Crystal Rimes
Case Number: CODE-2023-0323
1536 Coventry Lane



April 2, 2026

Property Details

- ❖ Address: 1536 Coventry Lane, Fernandina Beach, FL 32034
- ❖ Owner: Erin Renee Kratky
- ❖ Zoning: R-1 (Single Family Residential)

Owners
 KRATKY ERIN RENEE
 1536 COVENTRY LANE
 FERNANDINA BEACH, FL 32034

Parcel Summary

Situs Address	1536 COVENTRY LN
Use Code	0100: SINGLE FAMILY
Tax District	2: Fernandina
Acreage	0.000
Section	29
Township	3N
Range	28
Subdivision	LAKEWOOD #1 PBK5-112
Exemptions	HX: Homestead (196.031(1)(a)) (100%) HB: Homestead Banded (196.031(1)(ab)) (100%)

Short Legal

BLOCK 11 LOT 6
 IN OR 1532/148 & OR 1800/414
 LAKEWOOD #3 PB5/193-194

Values

	2024 Certified Values	2025 Certified Values
Land Value †	\$175,000	\$180,000
(+) Improved Value	\$241,288	\$264,474
(=) Market Value	\$416,288	\$444,474
(-) Agricultural Classification	\$0	\$0
(-) SOH or Non-Hx* Capped Savings **	\$247,224	\$270,507
(=) School Assessed Value	\$169,064	\$173,967
County Assessed Value	\$169,064	\$173,967
(-) School Exemptions	\$25,000	\$25,000
(-) Non-school Exemptions	\$50,000	\$50,722



Property Deed

Ownership Verification

INSTR # 201216149, Book 1800, Page 414 Doc Type D, Pages 2, Recorded
06/28/2012 at 03:17 PM, John A Crawford, Nassau County Clerk of Circuit Court,
Rec. Fee \$18.50

INSTR # 201216149 Book 1800, Page 415 Page Number: 2 of 2

This instrument was prepared by ALVAREZ & WALLACE, P.A.,
P.O. Box 18479, Fernandina Beach, Florida 32035. Title to the Lands
described herein has not been examined by me and no warranty or
representation, expressed or implied, is given as to the marketability
or condition of the title to the property, the quality of lands included
therein, the location of the boundaries or the existence of liens,
encumbrances or unpaid taxes.

QUIT CLAIM DEED

THIS INDENTURE, executed this 5 day of ~~MAY~~^{JUNE}, 2012, between **ERNEST HANS KRATKY**,
a **single man**, whose mailing address is: c/o Egan's Creek Marina, 112 North 6th Street, Fernandina Beach,
Florida 32034, Party of the First Part and **ERIN KRATKY**, a **single woman**, whose mailing address is:
1536 Coventry Lane, Fernandina Beach, Florida 32034, Party of the Second Part.

WITNESSETH: The Party of the First Part, for and in consideration of sum of ONE (1) AND
NO/100 DOLLAR and other valuable consideration, paid by the said Party of the Second Part,
the sufficiency and receipt of which is hereby acknowledged, has remised, released, and quit-claimed and by
these presents does remise, release, and quit-claim all right, title and interest unto the said Party of the
Second Part and her heirs, successors, and assigns forever, the following described land, situate, lying and
being in the County of Nassau, State of Florida:

**ALL THAT CERTAIN LOT, PIECE, OR PARCEL OF LAND SITUATE, LYING AND
BEING IN THE COUNTY OF NASSAU AND STATE OF FLORIDA AND BEING
FURTHER DESCRIBED AS FOLLOWS:**

Lot Six (6), Block Eleven (11), Lakewood Unit III, according to plat thereof as recorded
in Plat Book 5, Pages 193 and 194 of the Public Records of Nassau County, Florida.

PARCEL ID: 00-00-31-143A-0011-0060

SUBJECT to all Mortgages, Liens, Covenants, Restrictions, Reservations, and Easements of
record, and taxes accruing subsequent to December 31, 2011.

TO HAVE AND TO HOLD the same together with all and singular the appurtenances thereunto
belonging or in anywise appertaining and in all the estate, right, title, interest, lien, equity and claim
whatsoever of the said Parties of the First Part, either in law or in equity, to the only proper use, benefit,
and behalf of the said Party of the Second Part, her heirs, successors, and legal assigns forever.

This Deed is executed pursuant to that Default Final Judgment of Dissolution of Marriage, entered
on the 26th day of March, 2012, in Case Number 2011-DR-1233, in the Fourth Judicial Circuit Court in
and for Nassau County, Florida.

IN WITNESS WHEREOF the said Party of the First Part has hereunto set his hand and seal the
day and year first above written.

SIGNED AND SEALED IN OUR PRESENCE:


WITNESS: Tammie Swan

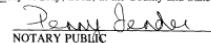

ERNEST HANS KRATKY


WITNESS: Penny Jender

STATE OF FLORIDA
COUNTY OF NASSAU

BEFORE ME, THE UNDERSIGNED authority, personally appeared **ERNEST HANS
KRATKY**, a **single man**, well known to me or who produced FD-201 KUSZ 208 278370 as
identification, and known to be the individual described in and who executed the foregoing instrument and
acknowledged the execution of the same for the purposes therein expressed, and who did not take an oath.

WITNESS my hand and seal this 5th day of June, 2012, at the County and State aforesaid.


NOTARY PUBLIC
My Commission Expires



CODE-2023-0323 – 1536 Coventry Ln

Violation Details

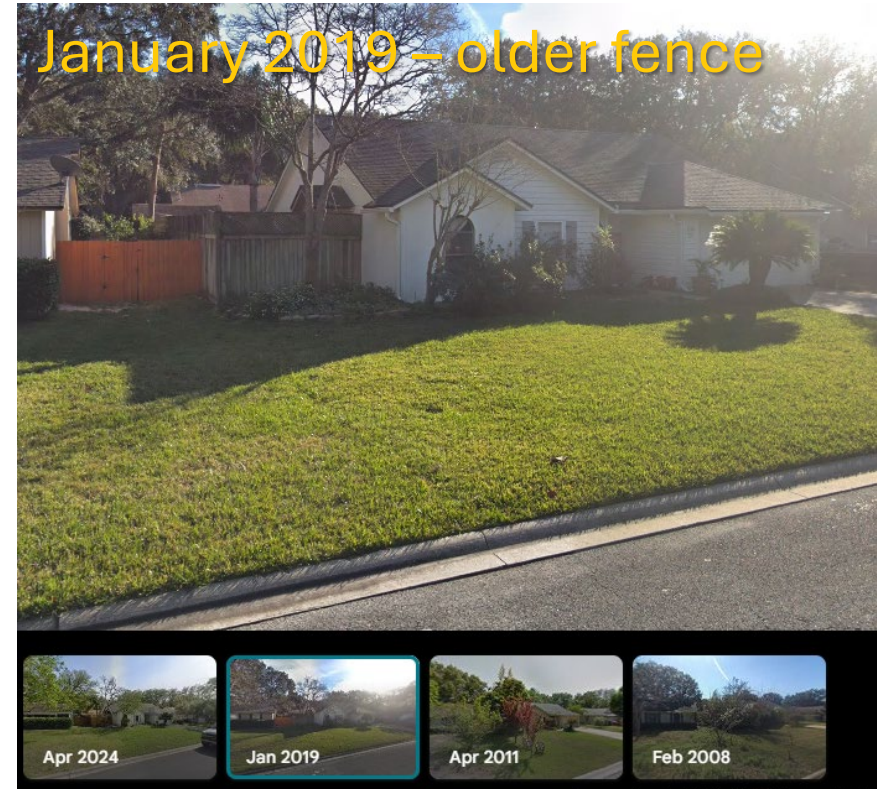
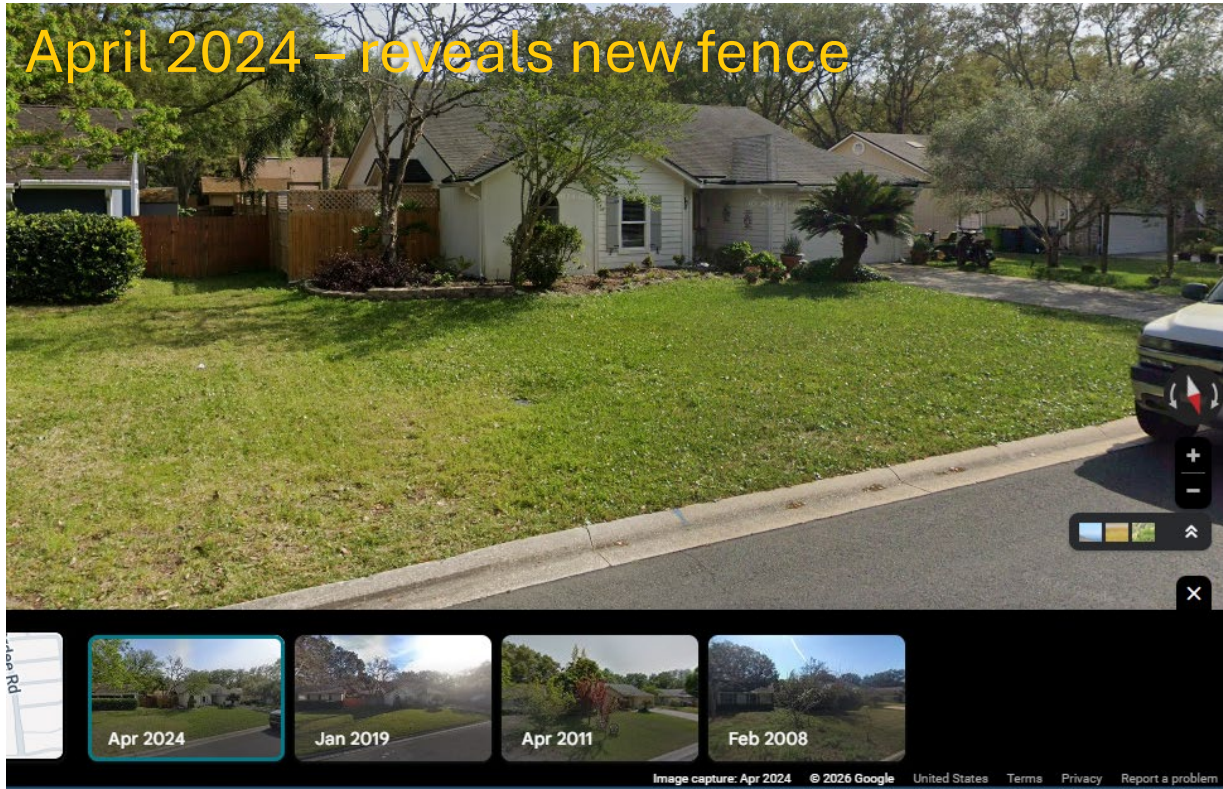
Violation of Land Development Code

Chapter: 5.01.10 Fences and Walls

- Fence installed without required permit
- Fence exceeds maximum height (6ft allowed in R-1)
- Fence constructed with supports facing outward



Photo Evidence



Historical imagery confirms fence was installed after January 2019 and prior to October 2023. No permit record exists for installation.



Photo Evidence



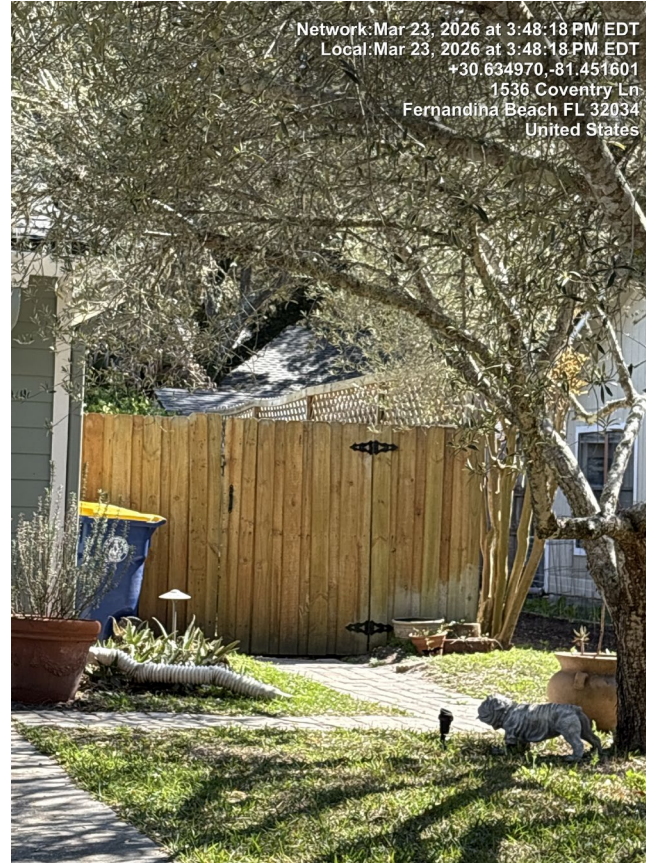
Photo Evidence



Photo Evidence



Photo Evidence



Email Evidence of New Fence Replacement

From: Erin Kratky <erinofamelia@gmail.com>
Sent: Friday, April 5, 2024 2:00 PM
To: Kelly Gibson <kgibson@fbfl.org>
Cc: mfolstrom@fbfl.org; George Wells <gwells@fbfl.org>
Subject: Fence restrictions

CAUTION: This email originated from outside the organization. Do not click links or open attachments unless you recognize the sender, were expecting this email, and know the content is safe.

Good afternoon,

I'm a long-standing resident of Fernandina Beach and have been in my home since 1999. Recently, the original fenced was damaged by a storm and **had to be repaired/replaced with an identical match**, and has come under scrutiny from the City of Fernandina Beach.

I've been working with George Wells, and Michelle Folstrom, and understand that you oversee the code enforcement, new rules and exceptions. With that, I'd like to set up a time to meet with you at your convenience.

Would you be available for a few minutes the morning of Monday 4/8 or Tuesday 4/9?

Thanks so much,

Erin

Erin Kratky Pulice

Sent from my iPhone



Notice of Violation/ Notice of Hearing

Due Process Provided



CITY OF FERNANDINA BEACH
Code Enforcement Department

Crystal Rimes
Code Enforcement Officer

CODE ENFORCEMENT & APPEALS BOARD 4TH NOTICE OF VIOLATION/NOTICE OF HEARING

February 11, 2026

Case Number: CODE-2023-0323

Cert. #: 9589 0710 5270 3382 6530 45

IN THE MATTER OF:

Erin Renee Kratky
1536 Coventry Ln.
Fernandina Beach, FL 32034

PREMISES: 1536 COVENTRY LN., FERNANDINA BEACH, FL 32034

The brief legal description of the real property upon which this violation occurred is: BLOCK 11 LOT 6 IN OR 1532/148 & OR 1800/414 LAKEWOOD #3 PB5/193-194

The Code Enforcement office of the City of Fernandina Beach is notifying you of alleged violation(s) of the City of Fernandina Beach Code of Ordinances and/or the City of Fernandina Beach Land Development Code and contends that the following violation(s) exist:

5.01.10 Fences and Walls (application for a permit to install or construct a fence is required)

The fence permit application was not complete so a permit was not issued. Obtain a fence permit for the fence replacement. Correct height and side out requirements by the LDC 5.01.10 must be in compliance.

(These can be found on the City's website: www.fbi.us/code).

If this office is not notified of compliance by you, this department will refer this matter to the Code Enforcement & Appeals Board for legal action at the date and time listed below.

DATE: April 2, 2026

TIME: 5:00 PM

LOCATION: City Commission Chambers, 204 Ash St., Fernandina Beach, FL 32034

Mailing Address: 204 Ash Street, Fernandina Beach, FL 32034 • Physical Address: 516 S 10TH St., Suite 211, Fernandina Beach, FL 32034
Email: crimes@fbi.org • www.fbi.us/code • (904) 310-3443 • TDD/TTY 711
Equal Opportunity Employer

YOU HAVE THE RIGHT to appear before the Board at that time to answer and defend the allegations that you have violated the above cited provision(s) of the Code of Ordinances/Land Development Code.

If the Board finds that you are in violation, they will consider all appropriate actions required to bring the property into compliance, which may include, but is not limited to the recovery of fees, fines which may be imposed for the duration of the non-compliance (NOT TO EXCEED \$250.00 per day, per violation), and in some cases demolition.

Please be advised that the Rules of the Code Enforcement & Appeals Board and the Code of Ordinances of the City of Fernandina Beach govern the procedures of the Board.

PLEASE GOVERN YOUR SELF ACCORDINGLY.

If you have any questions, please feel free to contact me (please see my attached business card for contact information).

Crystal Rimes

Code Enforcement Officer

Hearing impaired or non-English speaking individuals may request a language or sign interpreter at least (10) ten working days prior to this hearing. Please contact the City Clerk's office at (904) 310-3115.



Timeline

- ❖ Initial Inspection: October 30, 2023
- ❖ Original Compliance Date: November 29, 2023
- ❖ Multiple Extensions Granted
- ❖ Respondent Provided Opportunity to Submit Documentation
- ❖ Proper Notice Provided (Certified Mail & Posting)
- ❖ Confirmed Receipt Obtained
- ❖ No Permit Obtained
- ❖ Property in Violation for 800+ days



Administrative Fees

Staff	# of Units/Hours	Rate/Price/Hour	Total
Crystal Rimes, Code Enforcement Officer	4	29.61	118.44
Marco Aguilera, Manager	1	44.71	44.71
Cheryl Carfagno, Board Secretary	2	27.03	54.06
Recording Fees	1	20.00	20.00
Certified Mailings	1	11.00	11.00
First-Class Mailings	1	1.00	1.00
Total Due:			249.21



Conclusion

- ❖ Multiple extensions granted in good faith
- ❖ Direct communication and meetings conducted
- ❖ Coordination with Planning Department provided
- ❖ No permit obtained
- ❖ No corrective actions taken
- ❖ Property remains in violation
- ❖ Storm damage doesn't excuse the need for a building permit.



City's Recommendation

At this time the City is recommending the following

- ❖ **Find the Respondent in violation** of LDC Chapter 5.01.10
- ❖ Order compliance within **30 days**
- ❖ Authorize administrative costs
- ❖ Impose fine of **\$100 per day** beginning after compliance deadline





CITY OF
FERNANDINA
BEACH

CODE ENFORCEMENT AND APPEALS BOARD HEARING



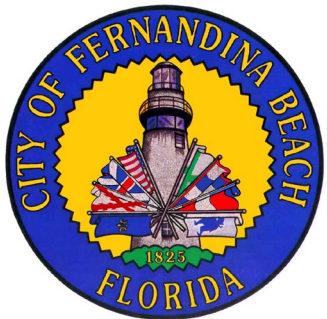
City of Fernandina Beach

Code Enforcement & Appeals Board

Officer Crystal Rimes

Case Number: CODE-2024-0323

2942 Riverbend Walk



April 2, 2026

Property Details

- ❖ Address: 2942 Riverbend Walk, Fernandina Beach, FL 32034
- ❖ Owner: Frances Clark
- ❖ Zoning: R-3 High Density Residential

Parcel 00-00-30-0440-0003-0000

[TRIM](#)
[PRC](#)
[Print Summary](#)
[View Tax Bill](#)
[Map this Parcel](#)
[GIS Report](#)
[File for Homestead](#)
[Tax Estimator](#)

[New Search](#)
[Previous Parcel](#)
[Next Parcel](#)

Owners

CLARK FRANCES P LIVING TRUST
 CLARK FRANCES P TRUSTEE
 2942 RIVERBEND WALK
 FERNANDINA BEACH, FL 32034

Parcel Summary

Situs Address	2942 RIVERBEND WALK
Use Code	0100: SINGLE FAMILY
Tax District	2: Fernandina
Acreage	0.000
Section	5
Township	2N
Range	28
Subdivision	RIVERBEND PBK 8/182
Exemptions	None

Short Legal

LOT 3
 RIVERBEND PBK 8/182

Values

	2024 Certified Values	2025 Certified Values
Land Value *	\$225,000	\$225,000



Property Deed

Ownership Verification

Inst. Number: 202545036277 Book: 2832 Page: 1491 Page 1 of 2 Date: 12/3/2025 Time: 9:27 AM
Mitch L. Keiter Clerk of Courts, Nassau County, Florida Doc Deed: 0.70

Prepared by and return to:
Lorie L. Chiam, Esquire
Amelia Law Group, PLLC
960194 Gateway Blvd., Suite 101
Fernandina Beach, FL 32034
(904) 310-9501

Property Appraiser's Parcel Identification Number: **00-00-30-0440-0003-0000**

WARRANTY DEED

THIS INDENTURE, made this 13th day of November, 2025, between **Frances P. Clark**, a single woman, herein the Grantor, conveying homestead property, and **Frances P. Clark, as Trustee of the Frances P. Clark Living Trust**, Grantee, whose post office address is 2942 Riverbend Walk, Fernandina Beach, Florida 32034;

WITNESSETH:

Grantor, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged by Grantor, does hereby grant, bargain, sell and convey to Grantee and Grantee's heirs, successors and assigns forever that certain land (the "Land") situated in Nassau County, Florida, more particularly described as follows:

Lot 3, "RIVERBEND", according to the map or plat thereof, as recorded in Plat Book 8, Pages 182 through 184, of the Public Records of Nassau County, Florida.

Together with all tenements, hereditaments and appurtenances of Grantor belonging or in any wise appertaining to the Land (collectively, the "Property"), subject to the following permitted encumbrances (the "Permitted Encumbrances"):

1. Real estate taxes for the current year and subsequent years;
2. Easements, covenants, conditions, restrictions and reservations of record, reference to which shall not operate to reimpose same;
3. Matters which a current survey or careful inspection of the Property and any improvements thereon would reveal;
4. Laws, codes, rules and regulations of any governmental authority having jurisdiction over the Property.

The Grantor hereby certifies that under the terms of the **Frances P. Clark Living Trust**, Frances P. Clark has retained and is entitled to the beneficial use and possession of all property transferred to the Trust, including any homestead property as to which Grantor shall have the

NOTE TO CLERK AND REVENUE DEPARTMENT: Minimum documentary stamps have been affixed to this Deed pursuant to Fla. Admin. Code R 12B-4.013(28) (i).

Inst. Number: 202545036277 Book: 2832 Page: 1492 Page 2 of 2 Date: 12/3/2025 Time: 9:27 AM
Mitch L. Keiter Clerk of Courts, Nassau County, Florida Doc Deed: 0.70

benefit of any and all exemptions permitted at law, such interest being hereby declared to be "equitable title to real estate" as that term is used in the Florida Statutes and the Florida State Constitution.

Full power and authority are conferred upon the Grantee, as Trustee, to protect, conserve, sell, lease and encumber all interests conveyed by this instrument, and otherwise to manage and dispose of those interests, it being the intent of the Grantor to vest in the Trustee full rights of ownership as authorized and contemplated by Section 689.073, Florida Statutes.

Except as set forth in the Permitted Encumbrances, Grantor hereby covenants to warrant and defend the title to the Land against the lawful claims of all persons whomsoever if Grantee or any successor or assign of Grantee has not obtained a commitment of a title insurance company agreeing to issue an owner's policy or an owner's title insurance policy insuring title to the Property.

The preparer of this instrument has not examined title to the lands herein described, and no warranty or other representation is made by the preparer, and no other opinion (either express or implied) is given by the preparer as to the marketability or condition of the title thereto, the quantity of lands included therein, the location of the boundaries thereof, or the existence of liens, unpaid taxes or encumbrances thereon.

IN WITNESS WHEREOF, the said Grantor has caused this instrument to be executed the day and year first above written.

Signed, sealed and delivered in the presence of:

Mallory Cleveland
Print Name: Mallory Cleveland
Witness Address:
960194 Gateway Blvd., Ste 101
Fernandina Beach, Florida 32034

Cathy D. Zilk
Print Name: Cathy D. Zilk
Witness Address:
960194 Gateway Blvd., Ste 101
Fernandina Beach, Florida 32034

STATE OF FLORIDA
COUNTY OF NASSAU

The foregoing instrument was acknowledged before me by means of physical presence this 13th day of November, 2025, by Frances P. Clark, who is personally known to me or has produced Plat Book 8, Page 182 as identification.



CHARLOTTE C. PADFIELD
Notary Public
State of Florida
Comm# H14694878
Expires 8/8/2029

Frances P. Clark
Notary Public, State of Florida
Print Name:
My Commission Expires:
My Commission Number



CODE-2024-0323 – 2942 Riverbend Walk

Violation Details

Violation of Land Development Code

Chapter: 5.01.10 Fences and Walls

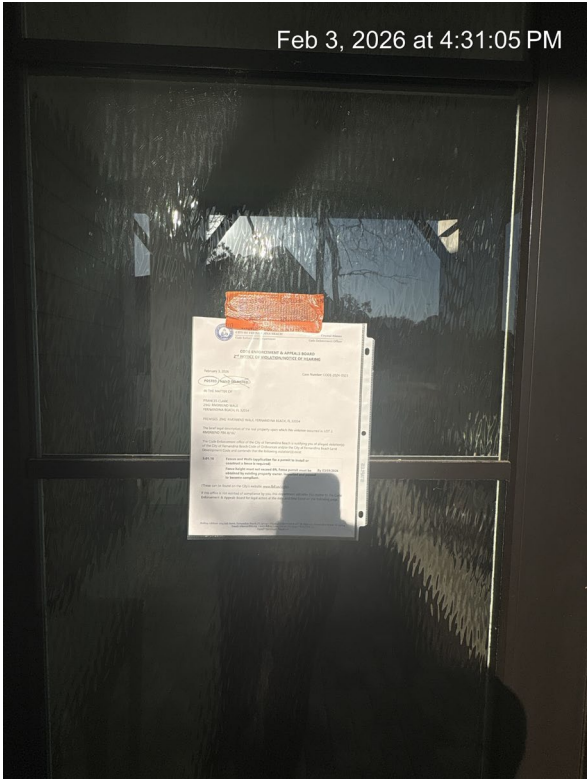
- Fence installed without permit
- 8ft Fence installed and exceeds maximum height (6ft allowed in R-3)



Photo Evidence



Photo Evidence



Notice of Violation/ Notice of Hearing Letter

Due Process Provided



CITY OF FERNANDINA BEACH
Code Enforcement Department

Crystal Rimes
Code Enforcement Officer

CODE ENFORCEMENT & APPEALS BOARD 2nd NOTICE OF VIOLATION/NOTICE OF HEARING

February 3, 2026

Case Number: CODE-2024-0323

POSTED / HAND DELIVERED

IN THE MATTER OF:

FRANCES CLARK
2942 RIVERBEND WALK
FERNANDINA BEACH, FL 32034

PREMISES: 2942 RIVERBEND WALK, FERNANDINA BEACH, FL 32034

The brief legal description of the real property upon which this violation occurred is: LOT 3 RIVERBEND PBK 8/182

The Code Enforcement office of the City of Fernandina Beach is notifying you of alleged violation(s) of the City of Fernandina Beach Code of Ordinances and/or the City of Fernandina Beach Land Development Code and contends that the following violation(s) exist:

- 5.01.10 Fences and Walls (application for a permit to install or construct a fence is required)**
Fence height must not exceed 6ft. Fence permit must be obtained by existing property owner, inspected and passed to become compliant. By 03/05/2026

(These can be found on the City's website: www.fbl.us/code).

If this office is not notified of compliance by you, this department will refer this matter to the Code Enforcement & Appeals Board for legal action at the date and time listed on the following page.

Mailing Address: 204 Ash Street, Fernandina Beach, FL 32034 • Physical Address 516 S 10TH ST, Suite 211, Fernandina Beach, FL 32034
Email: crimes@fbl.org • www.fbl.us/code • (904) 310-3443 • TDD/TTY 711
Equal Opportunity Employer

DATE: April 2, 2026
TIME: 5:00 PM
LOCATION: City Commission Chambers, 204 Ash St

YOU HAVE THE RIGHT to appear before the Board at that time to answer and defend the allegations that you have violated the above cited provision(s) of the Code of Ordinances/Land Development Code.

If the Board finds that you are in violation, they will consider all appropriate actions required to bring the property into compliance, which may include, but is not limited to the recovery of fees, fines which may be imposed for the duration of the non-compliance (NOT TO EXCEED \$250.00 per day, per violation), and in some cases demolition.

Please be advised that the Rules of the Code Enforcement & Appeals Board and the Code of Ordinances of the City of Fernandina Beach govern the procedures of the Board.

PLEASE GOVERN YOUR SELF ACCORDINGLY.

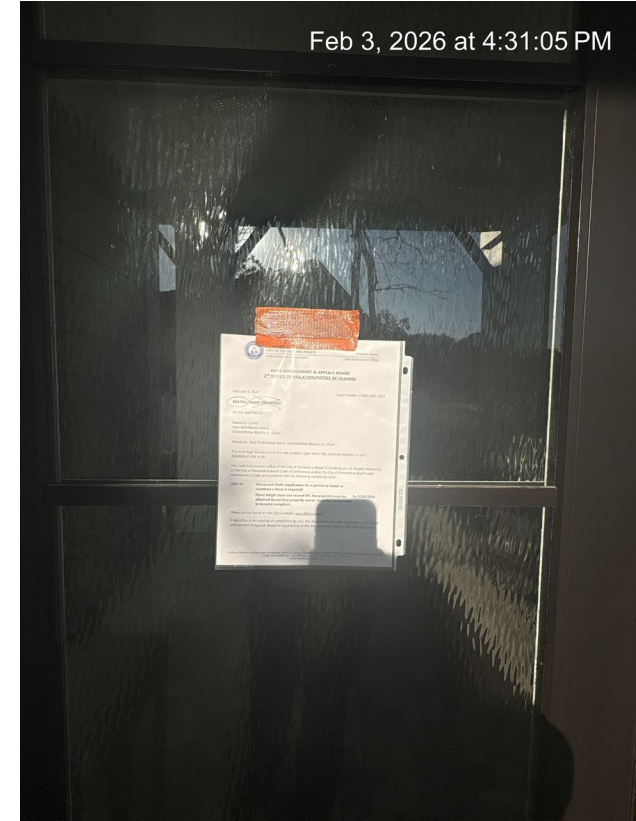
If you have any questions, please feel free to contact me (please see my attached business card for contact information).

Crystal Rimes

Code Enforcement Officer

Hearing impaired or non-English speaking individuals may request a language or sign interpreter at least (10) ten working days prior to this hearing. Please contact the City Clerk's office at (904) 310-3115.

Feb 3, 2026 at 4:31:05 PM



CODE-2024-0323 – 2942 Riverbend Walk

Timeline

- ❖ Initial Inspection: December 9, 2024
- ❖ Fence permit issued to Mr. Kuntz (previous owner) on December 9, 2024
- ❖ Ownership change from Mr. Kuntz to Frances P Clark on December 18, 2024
- ❖ Original Comply by for new owners: 11/19/2025
- ❖ Total number of days in violation – 107 and the **property remains in violation at this time.**
- ❖ 6 reinspection's have been conducted
- ❖ Inspector Comments (contact with property owner, progress, etc)



Planning Department Determination



Mia Sadler



To: Sylvie McCann; Crystal Rimes

Tue 12/16/2025 1:02 PM

You forwarded this message on Tue 12/16/2025 2:38 PM

[View conversation](#)

Hi Crystal,

I went out to inspect the fence at **2942** RIVERBEND WALK and it is 8 ft tall. Fences may be no taller than 6 ft in the R-3 zoning district so I will not be able to pass the project on inspection.

Please let me know the next steps.

Thank you,
Mia



Mia Sadler
Planner II
City of Fernandina Beach
204 Ash Street
Fernandina Beach, Florida 32034
(904) 310-3488 | msadler@fbfl.city
www.fbfl.us



Permit Issued



City of Fernandina Beach
204 Ash Street, Fernandina Beach, Florida
32034

Permit NO. **ZON-000206-2024**

Permit Type: **Zoning Permit**

Work Classification: **Fence (non-structural)**

Permit Status: **Issued**

Permit

Issue Date: **12/09/2024** Expiration: **06/09/2025**

Location Address	Parcel Number
2942 RIVERBEND WALK, FERNANDINA BEACH, FL 32034	00-00-30-0440-0003-0000

Contacts	
Owner MATTHEW R. KUNTZ & JULIE A. KUNTZ, TRUSTEES OF THE KUNTZ FAMILY TRUST 2942 RIVERBEND WALK, FERNANDINA BEACH, FL 32034	Applicant Frederick Cruess 4170 Heath Rd, Jacksonville, FL 32277 (904)305-4757 jrcruess@gmail.com

Description: Installation of a 6' tall white tongue-in-grove privacy vinyl fence.	Valuation: <u> \$5,700.00 </u> Total Sq Feet: <u> 183.00 </u>	Inspection Requests: Building 904-310-3135 Zoning 904-310-3480
--	--	---

Fees	Amount
Zoning Review Fee - Fence + Concrete Pad	\$50.00
Total:	\$50.00

Payments	Amt Paid
Total Fees	\$50.00
Check # 75qbPQjWncBK	\$50.00
Amount Due:	\$0.00

Available Inspections:	
Inspection Type	
FINAL PLANNING/ZONING (VIRTUAL W/PICTURES)	
DRIVEWAY PRE POUR	



Administrative Fees

Staff	# of Units/Hours	Rate/Price/Hour	Total
Crystal Rimes, Code Enforcement Officer	4	29.61	118.44
Marco Aguilera, Manager	1	44.71	44.71
Cheryl Carfagno, Board Secretary	2	27.03	54.06
Recording Fees	1	20.00	20.00
Certified Mailings	2	11.00	22.00
First-Class Mailings	1	1.00	1.00
Total Due:			260.21



Conclusion

- ❖ Fence exceeds allowable height
- ❖ Installed without proper compliance and does not meet standards
- ❖ Direct communication and in-person meetings conducted
- ❖ Permit issued to previous homeowner; however current owner is responsible for bringing property into compliance
- ❖ No permit obtained by Respondents



City's Recommendation

At this time the City is recommending the following

- ❖ **Find the Respondent in violation** of LDC Chapter 5.01.10
- ❖ Order compliance within **30 days**
- ❖ Authorize administrative costs
- ❖ Impose fine of **\$100 per day**, per violation beginning after compliance deadline





CITY OF
FERNANDINA
BEACH

CODE ENFORCEMENT AND APPEALS BOARD HEARING



City of Fernandina Beach

Code Enforcement & Appeals Board

Officer Crystal Rimes

Case Number: CODE-2025-0595

730 Division St



April 2, 2026

Property Details

- ❖ Address: 730 Division St., Fernandina Beach, FL 32034
- ❖ Owner: Faye Richardson Est. C/O Edith R. Brown
- ❖ Zoning: R-2

Parcel 00-00-31-1800-0214-06B0

[TRIM](#)
[PRC](#)
[Print Summary](#)
[View Tax Bill](#)
[Map this Parcel](#)
[GIS Report](#)
[File for Homestead](#)
[Tax Estimator](#)

[New Search](#)
[Previous Parcel](#)
[Next Parcel](#)

Owners
 RICHARDSON FAYE EST
 C/O EDITH R BROWN
 730 DIVISION ST
 FERNANDINA BEACH, FL 32034

Parcel Summary

Situs Address	730 DIVISION ST
Use Code	0100: SINGLE FAMILY
Tax District	2: Fernandina
Acreage	0.000
Section	24
Township	3N
Range	28
Subdivision	CTY OF FDNA BCH UR
Exemptions	HA: Partial Homestead (100%) HAB: Partial Homestead Banded (100%) SX: Senior Homestead (196.075) (100%)

Short Legal

BLOCK 214 S 14 FT OF A
 OF 6 SUB B OF 6
 CITY OF FDNA BEACH

Values

	2024 Certified Values	2025 Certified Values
Land Value**	\$220,000	\$270,000
(+) Improved Value	\$152,108	\$158,776
(=) Market Value	\$372,108	\$428,776
(-) Agricultural Classification	\$0	\$0
(-) SOH or Non-Hr* Capped Savings **	\$0	\$26,082
(=) School Assessed Value	\$372,108	\$417,307
County Assessed Value	\$372,108	\$402,714
(-) School Exemptions	\$25,000	\$25,000
(-) Non-school Exemptions	\$93,027	\$95,725
(=) School Taxable Value***	\$347,108	\$392,307
(=) County Taxable Value	\$279,081	\$306,989



Violation Details

Violation of Municipal Code of Ordinances

Section: 42-117 Exterior Structure (Maintenance)

The exterior of a structure must be maintained in good repair, structurally sound and sanitary so as not to pose a threat to the public health, safety, or welfare

Corrective Action:

Repair or replace (1) support post on the side carport, and the front entry door.



Photo Evidence



Notice of Violation/ Notice of Hearing

Due Process Provided



CITY OF FERNANDINA BEACH
Code Enforcement Department

Crystal Rimes
Code Enforcement Officer

CODE ENFORCEMENT & APPEALS BOARD 2ND NOTICE OF VIOLATION/NOTICE OF HEARING

January 20, 2026

Case Number: CODE-2025-0595

POSTED / HAND DELIVERED

IN THE MATTER OF:

Faye Richardson EST
c/o Edith R. Brown
730 Division St.
Fernandina Beach, FL 32034

PREMISES: 730 DIVISION ST., FERNANDINA BEACH, FL 32034

The brief legal description of the real property upon which this violation occurred is: BLOCK 214 S 14 FT OF A OF 6 SUB B OF 6 CITY OF FDNA BEACH

The Code Enforcement office of the City of Fernandina Beach is notifying you of alleged violation(s) of the City of Fernandina Beach Code of Ordinances and/or the City of Fernandina Beach Land Development Code and contends that the following violation(s) exist:

42-117 Exterior Structure (Maintenance)
Repair or replace (1) support post on the side carport. By 02/19/2026
Replace the front entry door.

(These can be found on the City's website: www.fbfl.us/code).

If this office is not notified of compliance by you, this department will refer this matter to the Code Enforcement & Appeals Board for legal action at the date and time listed below.

DATE: April 2, 2026
TIME: 5:00 PM
LOCATION: City Commission Chambers, 204 Ash St

YOU HAVE THE RIGHT to appear before the Board at that time to answer and defend the allegations that you have violated the above cited provision(s) of the Code of Ordinances/Land Development Code.

If the Board finds that you are in violation, they will consider all appropriate actions required to bring the property into compliance, which may include, but is not limited to the recovery of fees, fines which may be imposed for the duration of the non-compliance (NOT TO EXCEED \$250.00 per day, per violation), and in some cases demolition.

Please be advised that the Rules of the Code Enforcement & Appeals Board and the Code of Ordinances of the City of Fernandina Beach govern the procedures of the Board.

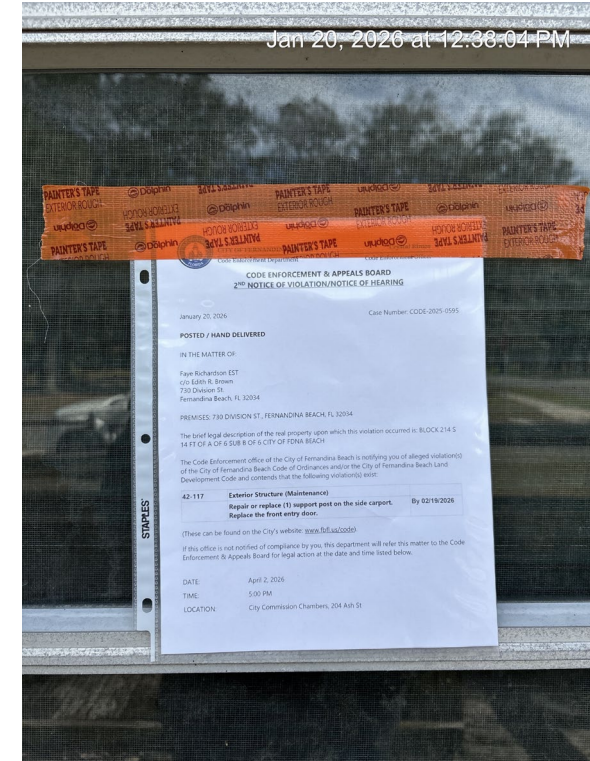
PLEASE GOVERN YOUR SELF ACCORDINGLY.

If you have any questions, please feel free to contact me (please see my attached business card for contact information).

Crystal Rimes

Code Enforcement

Hearing impaired or non-English speaking individuals may request a language or sign interpreter at least (10) ten working days prior to this hearing. Please contact the City Clerk's office at (904) 310-3115.



CODE-2025-0595 – 730 Division St

Timeline

- ❖ Initial Inspection: September 30, 2025
- ❖ Original Compliance Date: October 30, 2025
- ❖ Proper Notice Provided (Certified Mail & Posting)
- ❖ Code Enforcement has had communication with Edith Brown
- ❖ Property in Violation for 177 days



Administrative Fees

Staff	# of Units/Hours	Rate/Price/Hour	Total
Crystal Rimes, Code Enforcement Officer	4	29.61	118.44
Marco Aguilera, Manager	1	44.71	44.71
Cheryl Carfagno, Board Secretary	2	27.03	54.06
Recording Fees	1	20.00	20.00
Certified Mailings	1	11.00	11.00
First-Class Mailings	1	1.00	1.00
Total Due:			249.21



City's Recommendation

At this time the City is recommending the following

- ❖ **Find the Respondent in violation** of 42-117
- ❖ Order compliance within **30 days**
- ❖ Authorize administrative costs
- ❖ Impose fine of **\$50 per day**, per violation beginning after compliance deadline





CITY OF
FERNANDINA
BEACH

CODE ENFORCEMENT AND APPEALS BOARD HEARING



City of Fernandina Beach

Code Enforcement & Appeals Board

Officer Crystal Rimes

Case Number: CODE-2025-0337

128 N 13th Terrace



April 2, 2026

Property Details

- ❖ Address: 128 N 13th Terrace, Fernandina Beach, FL 32034
- ❖ Owner: George Patsy Sue Est. C/O James George
- ❖ Zoning: MU-1

Parcel 00-00-31-1800-0244-06A2

[TRIM](#)
[PRC](#)
[Print Summary](#)
[View Tax Bill](#)
[Map this Parcel](#)
[GIS Report](#)
[File for Homestead](#)
[Tax Estimator](#)

[New Search](#)
[Previous Parcel](#)
[Next Parcel](#)

Owners

GEORGE PATSY SUE EST
 C/O JAMES GEORGE
 228 GREENBRIAR RD
 KINGSLAND, GA 31548

Parcel Summary

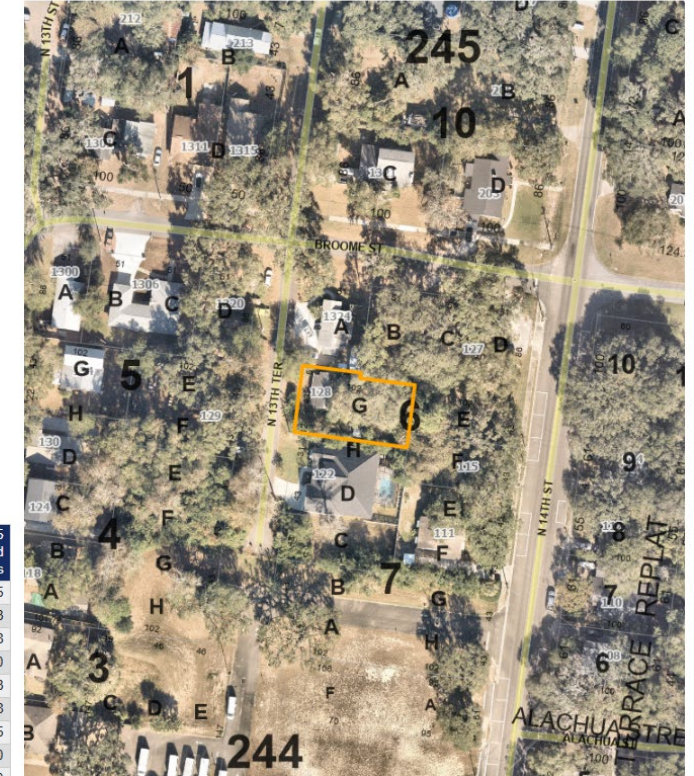
Situs Address	128 N 13TH TER
Use Code	0100: SINGLE FAMILY
Tax District	2: Fernandina
Acreage	0.130
Section	21
Township	3N
Range	28
Subdivision	CTY OF FDNA BCH U/R
Exemptions	None

Short Legal

BLK 244 TRACT G & N 12 FT OF
 TRACT H OF LOT 6 & S 5 FT OF
 TRACT A OF LOT 6 IN OR 723/476...

Values

	2024 Certified Values	2025 Certified Values
Land Value *	\$146,625	\$146,625
(+) Improved Value	\$61,867	\$64,883
(=) Market Value	\$208,492	\$211,508
(-) Agricultural Classification	\$0	\$0
(-) SOH or Non-Hx* Capped Savings **	\$125,342	\$120,043
(-) School Assessed Value	\$208,492	\$211,508
County Assessed Value	\$83,150	\$91,465
(-) School Exemptions	\$0	\$0
(-) Non-school Exemptions	\$0	\$0



Property Deed

Ownership Verification

Inst. Number: 202045035348 Book: 2405 Page: 627 Page 1 of 3 Date: 11/3/2020 Time: 9:49 AM
John A. Crawford Clerk of Courts, Nassau County, Florida Doc Deed: 0.00

State of Florida Rev. 1343D08

PLEASE USE THE SPACE BELOW FOR THE COUNTY RECORDER'S OFFICE:

This instrument was prepared by:
Frederick Brown
128 N 13th Terr.
Fernandina Beach, FL 32034

After recording, mail document
and tax statements to:
Frederick Brown (Unmarried individual)
128 N 13th Terr.
Fernandina Beach, FL 32034
00-00-31-1800-9244-06A2

CROSS REFERENCE TO:
DEED BOOK 2294 PAGE 23
" " 2323 " 344 (344)
" " 2345 " 1652

QUITCLAIM DEED

This Quitclaim Deed (the "Deed") is made effective this 28 day of October, 2020 (the "Effective Date") between D A B Trust (the "Grantor"), a trust whose mailing address is 128 N 13th Terr., Fernandina Beach, FL 32034, and Frederick Brown (Unmarried individual) (the "Grantee"), an individual whose mailing address is 128 N 13th Terr., Fernandina Beach, FL 32034.

WITNESSETH, that the Grantor, for and in consideration of the sum of \$1.00 (United States Dollars) and other good and valuable consideration, to it in hand paid by Grantee, the receipt whereof is hereby acknowledged, does hereby quitclaim, convey and release unto Grantee all interest Grantor has, if any, in the real property (the "Property") located in Nassau County, Florida, and more particularly described as follows:

Quitclaim Deed (Rev. 1343D08)

1 / 3

Inst. Number: 202045035348 Book: 2405 Page: 628 Page 2 of 3 Date: 11/3/2020 Time: 9:49 AM
John A. Crawford Clerk of Courts, Nassau County, Florida Doc Deed: 0.00

ALL that certain Lot, piece or parcel of land situate, lying and being in the City of Fernandina Beach, Florida (formerly named Fernandina), County of Nassau, State of Florida and being further described according to the official map or plat of said City (as: lithographed and issued by the Florida Railroad Company in 1857 and enlarged, revised and reissued by The Florida Town Improvement Company in 1887 and 1901) as: the south Five (5) feet of subdivision "A", all of subdivision "G", and the north Twelve (12) feet of subdivision "H" of Lot 6 in Block Two Hundred and Forty Four (244) being Tax Parcel No. 00-00-31-1800-0244-06A2

The Property is the homestead of the Grantor.

TO HAVE AND TO HOLD unto said Grantee, its successors and assigns, forever.

Grantor declares that the transfer is exempt from any documentary transfer taxes.

EXECUTED this 22 day of OCT, 20 20

D A B Trust Grantor Name
Frederick Brown Representative Signature
Frederick Brown Trustee Representative Name and Title

Frederick Brown Grantee Signature
Frederick Brown (Unmarried Individual) Grantee Name

Daniel Stamm Witness 1 Signature
Daniel Stamm Witness 1 Name (Print)

Jacob D Hurley Witness 2 Signature
Jacob D Hurley Witness 2 Name (Print)

Quitclaim Deed (Rev. 1343D08)

2 / 3

Inst. Number: 202045035348 Book: 2405 Page: 629 Page 3 of 3 Date: 11/3/2020 Time: 9:49 AM
John A. Crawford Clerk of Courts, Nassau County, Florida Doc Deed: 0.00

ACKNOWLEDGEMENT OF NOTARY PUBLIC

STATE OF FLORIDA.

COUNTY OF OKALOOSA.

On this day, personally appeared before me, Frederick Brown, to me known to be the person(s) described in and who executed the within instrument, and acknowledged that they signed the same as their voluntary act and deed, for the uses and purposes therein mentioned.

Witness my hand and official seal hereto affixed on this 22 day of October, 20 20

Jacob D Hurley Notary's Public Signature



May 21 2023 (Date)
My Commission Expires

Quitclaim Deed (Rev. 1343D08)

3 / 3



Violation Details

Violation of the Municipal Code of Ordinances

42-117 Exterior Structure (Maintenance)

Repair and replace all rotten wood on the exterior. Scrape, seal, and paint all peeling paint on the exterior. Rear roof is covered in vegetation. Remove all vegetation and repair damaged roof.

42-116 Duty to Maintain Property

Cut and/or clean up the entire property. Remove all vines and vegetation growing up on the house and roof.



Photo Evidence



Photo Evidence



Notice of Violation/ Notice of Hearing

Due Process Provided



CITY OF FERNANDINA BEACH
Code Enforcement Department

Crystal Rimes
Code Enforcement Officer

CODE ENFORCEMENT & APPEALS BOARD NOTICE OF VIOLATION/NOTICE OF HEARING

March 9, 2026

Case: CODE-2025-0337

POSTED AT THE PROPERTY: 128 N 13TH TER., FERNANDINAIN BEACH, FL 32034
POSTED AT PECK CENTER: 516 S 10TH ST., FERNANDINA BEACH, FL 32034
POSTED AT CITY HALL: 204 ASH ST., FERNANDINA BEACH, FL 32034

IN THE MATTER OF:

GEORGE PATSY SUE EST
C/O JAMES GEORGE
228 GREENBRIAR RD
KINGSLAND, GA 31548

PREMISES: 128 N 13TH TER FERNANDINA BEACH, FL 32034

The brief legal description of the real property upon which this violation occurred is: BLK 244 TRACT G & N 12 FT OF TRACT H OF LOT 6 & S 5 FT OF TRACT A OF LOT 6 IN OR 723/476

The Code Enforcement office of the City of Fernandina Beach is notifying you of alleged violation(s) of the City of Fernandina Beach Code of Ordinances and/or the City of Fernandina Beach Land Development Code and contends that the following violation(s) exist:

- 42-117 Exterior Structure (Maintenance)**
Repair and replace all rotten wood on the exterior. Scrape, seal, and paint all peeling paint on the exterior. Rear roof is covered in vegetation. Remove all vegetation and repair damaged roof. By 3/9/2026
- 42-116 Duty to Maintain Property**
Cut and/or clean up the entire property. Remove all vines and vegetation growing up on the house and roof. By 3/9/2026

Mailing Address: 204 Ash Street, Fernandina Beach, FL 32034 • Physical Address 516 S 10TH St, Suite 211, Fernandina Beach, FL 32034
Email: crimes@fbfl.org • www.fbfl.us/code • (904) 310-3443 • TDD/TTY 711
Equal Opportunity Employer

(These can be found on the City's website: www.fbfl.us/code).

If this office is not notified of compliance by you, this department will refer this matter to the Code Enforcement & Appeals Board for legal action at the date and time listed below.

DATE: April 2, 2026
TIME: 5:00 PM
LOCATION: City Commission Chambers, 204 Ash St., Fernandina Beach, FL 32034

YOU HAVE THE RIGHT to appear before the Board at that time to answer and defend the allegations that you have violated the above cited provision(s) of the Code of Ordinances/Land Development Code.

If the Board finds that you are in violation, they will consider all appropriate actions required to bring the property into compliance, which may include, but is not limited to the recovery of fees, fines which may be imposed for the duration of the non-compliance (NOT TO EXCEED \$250.00 per day, per violation), and in some cases demolition.

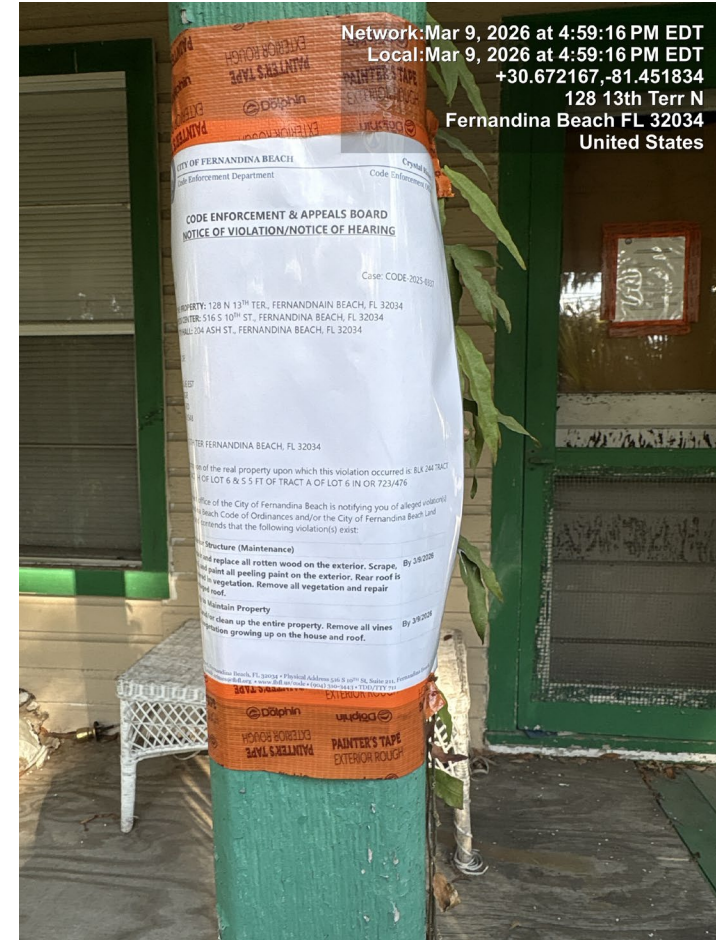
Please be advised that the Rules of the Code Enforcement & Appeals Board and the Code of Ordinances of the City of Fernandina Beach govern the procedures of the Board.

PLEASE GOVERN YOUR SELF ACCORDINGLY.

If you have any questions, please feel free to contact me (please see my attached business card for contact information).

Crystal Rimes
Code Enforcement Officer

Hearing impaired or non-English speaking individuals may request a language or sign interpreter at least (10) ten working days prior to this hearing. Please contact the City Clerk's office at (904) 310-3115.



Network: Mar 9, 2026 at 4:59:16 PM EDT
Local: Mar 9, 2026 at 4:59:16 PM EDT
+30.672167, -81.451834
128 13th Terr N
Fernandina Beach FL 32034
United States



Timeline

- ❖ Initial Inspection: January 9, 2025
- ❖ Original Compliance Date: March 15, 2025
- ❖ Multiple Extensions Granted
- ❖ Proper Notice Provided (Posting)
- ❖ Demo Permit Expired
- ❖ Confirmed Receipt from Owner Obtained
- ❖ Property in Violation for 374+ days



Administrative Fees

Staff	# of Units/Hours	Rate/Price/Hour	Total
Crystal Rimes, Code Enforcement Officer	5	29.61	148.05
Marco Aguilera, Manager	1	44.71	44.71
Cheryl Carfagno, Board Secretary	2	27.03	54.06
Recording Fees	1	20.00	20.00
Certified Mailings	1	11.00	22.00
First-Class Mailings	1	1.00	1.00
Total Due:			289.82



Conclusion

- ❖ Multiple extensions granted in good faith
- ❖ Demo permit expired
- ❖ No corrective actions taken
- ❖ Property remains in violation



City's Recommendation

At this time the City is recommending the following

- ❖ **Find the Respondent in violation** of 42-117 & 42-116
- ❖ Order compliance within **30 days**
- ❖ Authorize administrative costs
- ❖ Impose fine of **\$100 per day, per violation** beginning after compliance deadline

