



AGENDA
CODE ENFORCEMENT & APPEALS BOARD HEARING
FEBRUARY 5, 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 December 4, 2025 hearing are presented for approval.
4. **OLD BUSINESS**
 - 4.1 ***SCRIVENER'S ERROR CORRECTION — DONNA J. MITCHELL LIVING TRUST, 608 N. 14TH ST., CASE 2025-0571 - Synopsis: Correct the address for the November 6, 2025, Findings of Fact. Recommending Board approval of administrative corrections as shown in the agenda packet.***
5. **NEW BUSINESS**
 - 5.1 **NORSAN CONSULTING & MGMT C/O NORSAN BROADCASTING, 707 DADE ST., CASE 2025-0531.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: Section 42-117 Exterior Structure (Maintenance). *Requesting Board determination of the case.*
 - 5.2 **MARTHA F M SANDALL, 226 S. 7TH ST., CASE 2025-0633.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: Section 42-117 Exterior Structure (Maintenance). *Requesting Board determination of the case.*
6. **BOARD BUSINESS**
 - 6.1 Election of Chair and Vice Chair
 - 6.2 Board Procedures Update
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.

DRAFT



**AGENDA
CODE ENFORCEMENT & APPEALS BOARD HEARING
DECEMBER 4, 2025
5:00 PM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034**

1. CALL TO ORDER / ROLL CALL / DETERMINATION OF A QUORUM

BOARD MEMBERS PRESENT

Bernard Thompson
Nicole Kresse
Frank Postma
Ralph Stines (Chair)

BOARD MEMBERS ABSENT

Andy Fotiades (Vice Chair)

CITY STAFF PRESENT

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

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF BOARD PROCEDURES

3.1 Requesting the adoption of Code Enforcement and Appeals Board procedures.

City Attorney Teresa Prince explained that Code Enforcement had some changes to the proposed Code Enforcement and Appeals Board Procedures that were previously circulated, and a red-lined version would be sent to everyone for discussion at the next meeting.

4. APPROVAL OF MINUTES

4.1 The Minutes from the November 6, 2025, hearing are presented for approval.

A MOTION WAS MADE BY MEMBER THOMPSON AND SECONDED BY MEMBER POSTMA TO APPROVE THE NOVEMBER 6, 2025, CODE ENFORCEMENT AND APPEALS BOARD MINUTES WITH NO CHANGES. MOTION PASSED WITH UNANIMOUS APPROVAL.

Chair Stines asked if there were any changes to the Agenda.

Attorney Prince briefly went over quasi-judicial procedures and explained that the procedures would be abbreviated because no respondents or members of the public were in attendance.

City Attorney Prince asked if there were any ex-parte communications. There were none.

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

5. OLD BUSINESS

6. NEW BUSINESS

- 6.1 **SUSAN VELTRE, 1401 HIGHLAND DR., CASE 2025-0529.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: Section 42-173 Wrecked or inoperable motor vehicles on private property declared a nuisance and prohibited. *Requesting Board determination of the case.*

Chair Stines announced the case.

Code Enforcement Officer, Crystal Rimes, explained that the case came into compliance prior to the hearing.

- 6.2 **DONNA K. PERKINS, 2673 GREGOR MCGREGOR BLVD., CASE 2025-0630.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: Land Development Code 5.01.11 Swimming Pools and Pool Enclosures. *Requesting Board determination of the case.*

Chair Stines announced the case.

Code Enforcement Officer, Crystal Rimes, began her presentation by submitting all documents and evidence into the record. On November 3, 2025, Officer Rimes observed an unsecured pool with the temporary barrier down creating a safety hazard in violation of Land Development Code (LDC) 5.01.11 Swimming Pool and Pool Enclosures. On November 6, 2025, a Notice of Violation/Notice of Hearing (NOV/NOH) letter was hand-delivered to the property owner, Donna K. Perkins, who acknowledged receipt. An Affidavit of Service was prepared confirming proper notice.

The NOV/NOH gave Ms. Perkins 24 hours to secure temporary fencing and 27 days to obtain permits and install a permanent pool enclosure. On November 25, 2025, a pre-agenda inspection showed that temporary fencing was in place, but no permit applications had been submitted for permanent fencing. After a pre-hearing inspection conducted on December 4, 2025, Officer Rimes observed that no progress was made toward installing a permanent enclosure, and the property remained in violation.

Officer Rimes stated that Ms. Perkins called Code Enforcement on the afternoon of December 4, 2025, to say that she could not attend the hearing. During the call Officer Rimes asked Ms. Perkins to send an email or text stating same, but no email or text was received by Code Enforcement.

On behalf of the City, Officer Rimes recommended that a motion be made to find the respondent in violation of LDC 5.01.11 Swimming Pool and Pool Enclosures, giving the respondent an additional 30 days, until January 4, 2026, to bring the property into compliance, assess administrative fees and a fine of \$200 per day to begin January 5, 2026, if the property is not in compliance.

Chair Stines asked if there were any questions for the City.

Member Thompson and Member Postma asked several questions about the safety of the temporary fencing, specifically regarding children activity in the area. Officer Rimes did not know whether children were active in the area but witnessed that the temporary fencing was not greatly secured and felt that there was a safety risk.

The Board asked for details about the property's prior case related to the pool fence. Officer Rimes explained that the previous violation was under Section 42-117 Exterior Structure, and the current violation was for Land Development Code 5.01.11 Swimming Pools and Pool Enclosures (to erect permanent fencing).

Member Postma asked if testimony from the prior case could be read back. Attorney Prince did not think it would be relevant and said it could not be used in the current case because it was a different violation. There are two older cases with liens, but the violations are not related to the current case.

Member Thompson asked if there was any indication from the owner that repairs would be made. Officer Rimes did not believe Ms. Perkins was close to resolving the issue based on her conversation with Ms. Perkins.

A MOTION WAS MADE BY MEMBER THOMPSON AND SECONDED BY MEMBER POSTMA TO FIND THE RESPONDENT IN VIOLATION OF LAND DEVELOPMENT CODE 5.01.11 SWIMMING POOLS AND POOL ENCLOSURES. GRANTING AN ADDITIONAL 30 DAYS, UNTIL JANUARY 4, 2026, TO BRING THE PROPERTY INTO COMPLIANCE. ASSESS ADMINISTRATIVE FEES AND A FINE OF \$200 PER DAY TO BEGIN JANUARY 5, 2026, IF THE PROPERTY IS NOT IN COMPLIANCE. MOTION CARRIED BY UNANIMOUS ROLL CALL VOTE (SUMMARY: YES - 4).

- 6.3 **EUGENE T. HOOVER JR., 1717 BEECH ST., CASE 2024-0276.** Violation(s) of the City of Fernandina Beach Code of Ordinances exist: Section 42-173 Wrecked or inoperable motor vehicles on private property declared a nuisance and prohibited. *Requesting Board determination of the case.*

Chair Stines announced the case.

Code Enforcement Officer, George Wells, began his presentation by submitting all documents and evidence into the record. Officer Wells explained that this was a repeat violation previously under a different case. On October 15, 2025, Code Enforcement inspected the property and confirmed the vehicle in the backyard was in violation of 42-173 with an expired license tag. On October 17, 2025, a certified NOV/NOH letter was mailed to Eugene Hoover giving him 30 days to bring the inoperable vehicle into compliance. Code Enforcement received delivery confirmation signed by Mr. Hoover giving proper service on October 20, 2025. Inspections on November 18, 2025, and November 25, 2025, revealed that the vehicle was still in violation.

Officer Wells explained that he and Officer Rimes have made every attempt to contact Mr. Hoover by phone, by messages left with Mr. Hoover's partner, or in person at Mr. Hoover's residence but were unable to make contact.

The City recommended that a motion be made to find the respondent in violation of Code of Ordinances, Section 42-173 Wrecked or inoperable motor vehicles on private property declared a nuisance and prohibited giving the owner fourteen (14) additional days to come into compliance by December 18, 2025.* The City recommends a motion to be made that all administration fees be paid by the Respondent and a fine of \$50 per day per violation to begin on December 19, 2025,* if not in compliance by December 18 2025.*

*Scrivener's Error Correction – A correction has been made to the compliance and violation fine dates regarding Eugene T. Hoover Jr., 1717 Beech St., Case 2024-0276. The compliance date was changed from December 28, 2025, to December 18, 2025, and the violation fine date was changed from December 29, 2025, to December 19, 2025, in accordance with the 14 days given for compliance.

Chair Stines asked for the location of the vehicle. Officer Wells confirmed that the vehicle had not been moved and was in the same spot since the prior case – the side rear yard.

Member Postma was inclined to accept the City’s recommendation based on Code Enforcement’s attempts to contact Mr. Hoover and the lack of response.

Attorney Prince and the Board had a short discussion about the number of Board Members required to vote, and it was determined that four Board Members were required.

A MOTION WAS MADE BY MEMBER POSTMA AND SECONDED BY MEMBER THOMPSON TO FIND THE RESPONDENT IN VIOLATION OF SECTION 42-173 WRECKED OR INOPERABLE MOTOR VEHICLES ON PRIVATE PROPERTY DECLARED A NUISANCE AND PROHIBITED. GRANTING AN ADDITIONAL 14 DAYS, UNTIL DECEMBER 18, 2025,* TO BRING THE PROPERTY INTO COMPLIANCE. ASSESS ADMINISTRATIVE FEES AND A FINE OF \$50 PER DAY TO BEGIN DECEMBER 19, 2025,* IF THE PROPERTY IS NOT IN COMPLIANCE. MOTION CARRIED BY UNANIMOUS ROLL CALL VOTE (SUMMARY: YES - 4).

7. BOARD BUSINESS

Michelle Forstrom, Code Enforcement Director for the City of Fernandina Beach, informed the Board that this was Officer Wells’ last hearing and he would be retiring at the end of December. Officer Wells expressed his appreciation for the Board and what they have done for the community and stated that it was an honor and privilege to work with each and every Board Member. The Board thanked and congratulated Officer Wells.

Attorney Prince and the Board had further discussion about some of the items in the proposed Board Procedures. Attorney Prince reiterated that based on a meeting earlier that day with Code Enforcement staff, some changes needed to be made, and the Procedures would be updated and a draft circulated for the next meeting.

Board Secretary Carfagno announced that a new Chair and Vice Chair would be voted in at the next hearing scheduled for January 8, 2026.

8. ADJOURNMENT 5:42 PM

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City of Fernandina Beach

FINDINGS OF FACT, CONCLUSIONS OF LAW AND ORDER OF ENFORCEMENT

SCRIVENER'S ERROR CORRECTION

Date: November 6, 2025
Case Number: CODE-2025-0571

IN THE MATTER OF: Respondent Name: **DONNA J. MITCHELL LIVING TRUST**
Respondent Mailing Address: 1852 DRURY RD.
FERNANDINA BEACH, FL 32034

This case having come before the Code Enforcement & Appeals Board of the City of Fernandina Beach on NOVEMBER 6, 2025, a violation hearing having been held, and the Board having heard testimony, does hereby make the following finding of facts, and conclusions of law therefore imposing the following order and penalty:

SECTION 1 - FINDINGS OF FACT

1. The Respondent was properly served notice of these proceedings as required by law on SEPTEMBER 6, 2025, and the Respondent was not present at the hearing.
2. The real property on which the violations occurred is **608 SOUTH NORTH 14TH ST.**, Fernandina Beach, FL and a brief legal description being *BLOCK 256 LOT 2 PT OR 2689/666 CITY OF FDNA BEACH.*
3. The Respondent is the owner of record of the aforementioned real property.
4. The Respondent violated sections of the Fernandina Beach Code of Ordinances: **Section 42-117 Exterior Structure (Maintenance).**

SECTION 2 - CONCLUSION OF LAW & IMPOSITION OF FINE

1. Based on the foregoing findings of fact, the Board voted to find the property in violation of section 42-117. Granting an additional sixty-days (60), until January 6, 2026, to bring the property into compliance. Assess Administrative Fees and a fine of \$50 per day to begin January 7, 2026, if the property is not in compliance.
2. The City of Fernandina Beach shall record a certified copy of this order in the public records and this Order shall constitute a lien against the real property on which the violations exist and upon any other real or personal property owned by the Respondent if fines are not paid within forty-five (45) days of the date so ordered.
3. If the lien remains unpaid for a period of three (3) months from the date of the filing of the lien, the City of Fernandina Beach may foreclose on the lien or sue to recover a money judgment for the amount of the lien plus accrued interest.



City of Fernandina Beach

SECTION 3 - CERTIFICATION OF VOTE

Done and ordered November 6, 2025, at the City of Fernandina Beach, Nassau County, Florida Code Enforcement & Appeals Board Hearing.

By: _____
Chair, Ralph Stines

COUNTY OF NASSAU

STATE OF FLORIDA

I HEREBY CERTIFY that on this day before me, the undersigned, a Notary Public in and for the State of Florida at Large, personally appeared Ralph Stines to me well known to be the Chair of the Code Enforcement and Appeals Board of the City of Fernandina Beach, and known to me to be the persons who executed the foregoing Findings of Fact for the City of Fernandina Beach as such Chair: and they severally acknowledged the execution of the same to be their free act and deed by authority and on behalf of the City of Fernandina Beach for the uses and purposes therein expressed.

WITNESS my hand and official seal at Fernandina Beach, said County and State on this _____ day of _____, 2026.

(NOTARY SEAL)

Notary Public, State of Florida

**Florida Statute 162.11 Appeals. — An aggrieved party, including the local governing body, may appeal a final administrative order of an enforcement board to the circuit court. Such an appeal shall not be a hearing de novo but shall be limited to appellate review of the record created before the enforcement board. An appeal shall be filed within 30 days of the execution of the order to be appealed.*



CITY OF FERNANDINA BEACH

Code Enforcement

STAFF REPORT

Case CODE-2025-0531

City of Fernandina Beach Code Enforcement & Appeals Board

February 5, 2026

Violation Information

Owner	NORSAN CONSULTING & MGMT C/O NORSAN BROADCASTING 8655 CROWN CRESCENT CT CHARLOTTE, NC 28227
Registered Agent	Sanchez, Norberto 2150 Boggs Rd., Suite 500, Duluth, FL 30096
Violation	City of Fernandina Beach – Municipal Code of Ordinances, Section: 42-117 Exterior Structure (Maintenance)
Location:	707 Dade St., Fernandina Beach, FL 32034 Parcel: 00-00-31-1800-0063-0010

Summary and Background Information

August 6, 2025 – Retired Code Officer, George Wells and I observed violations at a vacant property related to vegetative overgrowth and maintenance of the exterior structure at 707 Dade St. A new Code Enforcement case was initiated.

Violations observed:

- 42-116 Duty to Maintain Property: *Remove all vines growing up onto the building. Cut back and maintain all bushes around the building.*
- 42-117 Exterior Structure (Maintenance) *Repair sagging soffit in the front of the building, along with repairing some rotten fascia.*

August 14, 2025 & September 4, 2025 - The Code Enforcement office mailed two (2) certified Notice of Violation / Notice of Hearing (NOV/NOH) letters, each providing thirty (30) days for compliance and setting a hearing date for November 6, 2025. Both return receipts arrived undelivered and unable to forward.

October 6 to October 27, 2025 – Officer Wells conducted a NOV/NOH inspection, which failed. Additional ownership research was conducted, and a phone number for Norsan Media in North Carolina was located. A voicemail message was left requesting a return call.



CITY OF FERNANDINA BEACH

Code Enforcement

November 21, 2025 – I conducted a case transfer inspection and confirmed that violations of 42-116 Duty to Maintain Property, and 42-117 Exterior Structure (Maintenance) remained in violation. Further research was conducted to locate updated ownership and business contact information. It was determined that the business had relocated and that the mailing address on file was no longer current. A third (3) NOV/NOH was mailed to the updated business mailing address.

November 24, 2025 - I emailed photographs, violation descriptions, and required corrective actions to the operations manager, Ms. Maria Bueno.

December 22, 2025 – A NOV/NOH inspection was conducted and the 42-116 Duty to Maintain Property violation came into compliance. The 42-117 Exterior Structure (Maintenance) remained in violation.

January 6, 2026 – I emailed the operations manager requesting a status update regarding compliance with Section 42-117. No response was received.

January 29, 2026 – The operations manager contacted the Code Enforcement Office requesting an extension, stating she was seeking a construction or remodeling contractor. The extension request was denied at that time, as no documentation demonstrating active efforts toward compliance (such as written estimates, proposals, or contracts) had been provided. The Respondent was advised that an extension request may be reconsidered upon submission of documentation verifying progress toward compliance if submitted prior to February 5, 2026, at 2:00 p.m.

Conclusion.

The subject property is located outside of the Historic District and has remained vacant for an extended period. Despite partial compliance and multiple attempts at notification and follow-up, the exterior structural maintenance violation under Section 42-117 remains unresolved.

Recommendation.

The City recommends a motion to be made to find the respondent in violation of Code of Ordinances, Section 42-117 Exterior Structure (Maintenance) giving the owner thirty (30) additional days to come into compliance by March 7, 2026. The City recommends a motion to be made that all administration fees be paid by the Respondent and a fine of \$100 per day per violation to begin on March 8, 2026.

Crystal Rimes

A handwritten signature in black ink, appearing to read "Crystal Rimes".

Code Enforcement Officer



CITY OF FERNANDINA BEACH

Crystal Rimes

Code Enforcement Department
(904) 310-3440

Code Enforcement Officer
(904) 310-3442

**ADMINISTRATIVE FEES INCURRED FROM
707 DADE ST
AS OF FEBRUARY 5, 2026
CODE CASE # CODE-2025-0531**

<u>STAFF PERSONNEL OR ITEMS</u>	<u># OF UNITS OR HOURS</u>	<u>PRICE OR RATE PER HOUR</u>	<u>TOTAL</u>
Michelle Forstrom, Code Enforcement Director	1	\$44.99	\$44.99
Crystal Rimes, Code Enforcement Officer	6	\$29.61	\$177.66
Cheryl Carfagno, Administrative Coordinator/Board Secretary	3	\$27.03	\$81.09
Record Findings of Facts with the Clerk of Circuit Court of Nassau County	1	\$23.50	\$23.50
Certified letters mailed	3	\$10.44	\$31.32
First Class letters mailed	2	\$0.74	\$1.48

TOTAL ADMINISTRATIVE FEES DUE

\$360.04

****TOTAL AMOUNT DUE MUST BE PAID IN FULL TO CLOSE THIS CASE AND AVOID A LIEN ON THIS PROPERTY****



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

August 14, 2025

Case Number: CODE-2025-0531

Cert. #: 9589 0710 5270 1049 2466 54

IN THE MATTER OF:

Norsan Consulting & Mgmt. C/O Norsan Broadcasting
401 E. Independence Blvd 815
Charlotte, NC 28212

PREMISES: 707 DADE ST., FERNANDINA BEACH, FL 32034

The brief legal description of the real property upon which this violation occurred is: BLOCK 63
LOTS 1 THRU 8 PT OR 1350/472 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 sagging soffit around the building, along with repairing some rotten fascia. | By 9/13/2025 |
| 42-116 | Duty to Maintain Property | |
| | Remove all vines growing up onto the building. Cut back and maintain all bushes around the building. | By 9/13/2025 |

(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.



Code Enforcement Department

Code Enforcement Officer

DATE: November 6, 2025
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).



George Wells

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.

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Norsan Consulting & Management
 C/O Norsan Broadcasting
 401 E. Independence Blvd. 815
 Charlotte, NC 28212



9590 9402 7747 2152 0399 15

2. Article Number (Transfer from service label)

9589 0710 5270 1049 2466 54

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X

- Agent
- Addressee

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? Yes
 If YES, enter delivery address below: No

3. Service Type

- Adult Signature
- Adult Signature Restricted Delivery
- Certified Mail®
- Certified Mail Restricted Delivery
- Collect on Delivery
- Collect on Delivery Restricted Delivery
- Priority Mail Express®
- Registered Mail™
- Registered Mail Restricted Delivery
- Signature Confirmation™
- Signature Confirmation Restricted Delivery

54
tail Restricted Delivery

PS Form 3811, July 2020 PSN 7530-02-000-9053

Domestic Return Receipt

PLACE STICKER AT TOP OF ENVELOPE TO THE RIGHT OF THE RETURN ADDRESS, FOLD AT DOTTED LINE

CERTIFIED MAIL®



9589 0710 5270 1049 2466 54
 9589 0710 5270 1049 2466 54

U.S. Postal Service™ <i>Code ENT</i> CERTIFIED MAIL® RECEIPT Domestic Mail Only <i>2025-0531</i>	
For delivery information, visit our website at www.usps.com ®.	
OFFICIAL USE	
Certified Mail Fee \$ <u>5.30</u>	Postmark Here
Extra Services & Fees (check box, add fee as appropriate) <input checked="" type="checkbox"/> Return Receipt (hardcopy) \$ <u>4.40</u> <input type="checkbox"/> Return Receipt (electronic) \$ _____ <input type="checkbox"/> Certified Mail Restricted Delivery \$ _____ <input type="checkbox"/> Adult Signature Required \$ _____ <input type="checkbox"/> Adult Signature Restricted Delivery \$ _____	
Postage \$ <u>.74</u>	
Total Postage and Fees \$ <u>10.44</u>	
Norsan Consulting & Management C/O Norsan Broadcasting 401 E. Independence Blvd. 815 Charlotte, NC 28212	
PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions	

9589 0710 5270 1049 2466 54

U.S. Postal Service™ Code ENT
CERTIFIED MAIL® RECEIPT
Domestic Mail Only 2025-0531

For delivery information, visit our website at www.usps.com®.

OFFICIAL MAIL	
Certified Mail Fee	\$ 5.30
Extra Services & Fees (check box, add fee as appropriate)	
<input checked="" type="checkbox"/> Return Receipt (hardcopy)	\$ 7.40
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	\$.74
Total Postage and Fees	\$ 10.44
St C/O Norsan Consulting & Management C/O Norsan Broadcasting 401 E. Independence Blvd. 815 Charlotte, NC 28212 PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions	



CERTIFIED MAIL®



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



JACKSONVILLE RPDC 320

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043M3126

9589 0710 5270 1049 2466 54

RECEIVED

SEP 03 2025

CODE ENFORCEMENT
City of Fernandina Beach

9327926136769412

Norsan Consulting & Management
C/O Norsan Broadcasting
401 E. Independence Blvd. 815
Charlotte, NC 28212

NIXIE 281 DE 1 0008/28/25

RETURN TO SENDER
NOT DELIVERABLE AS ADDRESSED
UNABLE TO FORWARD

BC: 32034423664 *3024-05003-14-41

28204-263801

UTF
32034>4230



KEVIN J. LILLY, ASA, CFA
 Nassau County Property Appraiser
Consistent, Fair, Efficient

Parcel 00-00-31-1800-0063-0010

Owners

NORSAN CONSULTING & MGMT INC
 C/O NORSAN BROADCASTING
 4801 E INDEPENDENCE BLVD
 SUITE 815
 CHARLOTTE, NC 28212

Parcel Summary

Situs Address	707 DADE ST
Use Code	9100: UTILITIES
Tax District	2: Fernandina
Acreage	.0000
Section	18
Township	3N
Range	28
Subdivision	CTY OF FDNA BCH U/R
Exemptions	None

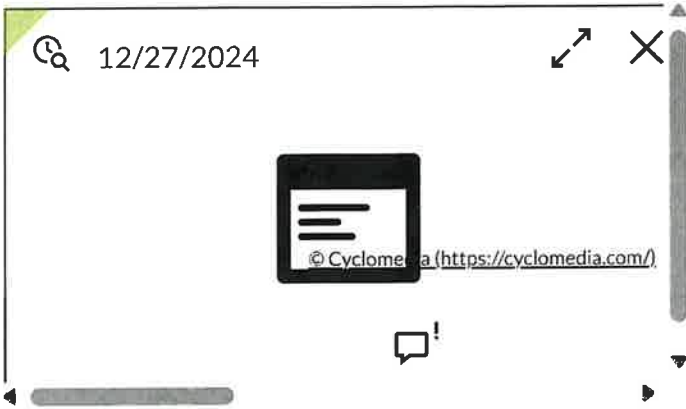
Short Legal

BLOCK 63 LOTS 1 THRU 8
 PT OR 1350/472
 CITY OF FDNA BEACH

Certified Values

STANDARD	2024
Land Value	\$101,400
Improvement Value	\$22,831
Market Value	\$124,231
Agricultural Classification	\$0
Assessed Value	\$74,645
County Taxable Value	\$74,645





Document/Transfer/Sales History

Instrument / Official Record	Date	Q/U	V/I	Sale Price	Ownership
WD 1350/0472	2005-09-15	Q	Vacant	\$50,000	Grantor: RJM COMMUNICATIONS INC Grantee: NORSAN CONSULTING & MGMT INC
WD 0888/0502	1999-06-23	U	Improved	\$25,000	Grantor: NORTHEAST FLORIDA RADIO INC Grantee: RJM COMMUNICATIONS INC
WD 0681/1662	1993-05-28	Q	Improved	\$50,000	Grantor: B & L BROADCASTING Grantee: NORTHEAST FL RADIO
WD 0607/0737	1990-09-14	U	Improved	\$133,200	Grantor: NE FLORIDA RADIO INC Grantee: B & L BROADCASTING

Buildings

Building # 1, Section # 1, 22883, COMMERCIAL BLDGS

Heated Sq Ft	Year Built	Value
840	1955	\$22,630

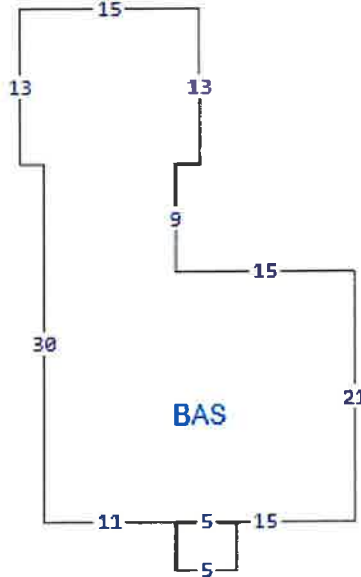
Structural Elements

Type	Description	Code	Details
EW	Exterior Wall	05	AVERAGE
EW	Exterior Wall	15	CONC BLOCK
RS	Roof Structure	04	WOOD TRUSS
RC	Roof Cover	03	COMP SHNGL
IW	Interior Wall	05	DRYWALL
IF	Interior Flooring	14	CARPET
CE	Ceiling	01	FIN.SUSPD
AC	Air Conditioning	03	CENTRAL
HT	Heating Type	04	AIR DUCTED
FIX	Fixtures	2.00	
FR	Frame	03	MASONRY

Type	Description	Code	Details
SH	Story Height	10.00	
RMS	RMS	7.00	
STR	Stories	1.	1.
BUD8	BUD8 Adjustment	02	DIST FB

Sub Areas

Type	Gross Area	Percent of Base	Adjusted Area
BAS	840	100%	840
PIQ	20	5%	1



Land Lines

Code	Description	Zone	Front	Depth	Units	Rate/Unit	Acreage	Total Adj	Value
009100	UTILITY	R-2	100.00	53.00	100.00	\$4,250.00/FF	0.00	0.25	\$106,250
009100	UTILITY	R-2	700.00	100.00	700.00	\$20.00/FF	0.00	0.10	\$1,400

Personal Property

Account	Secured/ Unsecured	Owner	Description
10458-000	Unsecured	NORSAN CONSULTING AND MANAGEMENT INC	B - BUSINESS

TRIM Notices

- 2025
- 2024
- 2023

Property Record Cards

- 2025
- 2024
- 2023

Disclaimer

The Nassau County Property Appraiser's Office makes every effort to produce the most accurate information possible. No warranties, expressed or implied, are provided for the data herein, its use or interpretation. The information contained herein is for ad valorem tax assessment purposes only. The Property Appraiser exercises strict auditing procedures to ensure validity of any transaction received and posted by this office but cannot be responsible for errors or omissions in the information received from external sources. Due to the elapsed time between transactions in the marketplace, and the time that those transactions are received from the public and/or other jurisdictions, some transactions will not be reflected.



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

September 4, 2025

Case Number: CODE-2025-0531

Cert. #: 9589 0710 5270 1049 2471 01

IN THE MATTER OF:

Norsan Consulting & Mgmt. C/O Norsan Broadcasting
4801 E. Independence Blvd. Suite 815
Charlotte, NC 28212

PREMISES: 707 DADE ST., FERNANDINA BEACH, FL 32034

The brief legal description of the real property upon which this violation occurred is: BLOCK 63
LOTS 1 THRU 8 PT OR 1350/472 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 sagging soffit in front of the building, along with repairing some rotten fascia. | By 10/4/2025 |
| 42-116 | Duty to Maintain Property | |
| | Remove all vines growing up onto the building. Cut back and maintain all bushes around the building. | By 10/4/2025 |

(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.



Code Enforcement Department

Code Enforcement Officer

DATE: November 6, 2025
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).

A handwritten signature in blue ink that reads "George Wells".

George Wells

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.

CERTIFIED MAIL®



9589 0710 5270 1049 2471 01
9589 0710 5270 1049 2471 01

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



U.S. Postal Service™ *Code Ent.*
CERTIFIED MAIL® RECEIPT
Domestic Mail Only *2025-0531*

For delivery information, visit our website at www.usps.com™
OFFICIAL USE

Certified Mail Fee	\$	5.30
Extra Services & Fees (check box, add fee as appropriate)		
<input checked="" type="checkbox"/> Return Receipt (hardcopy)	\$	4.40
<input type="checkbox"/> Return Receipt (electronic)	\$	
<input type="checkbox"/> Certified Mail Restricted Delivery	\$	
<input type="checkbox"/> Adult Signature Required	\$	
<input type="checkbox"/> Adult Signature Restricted Delivery	\$	
Postage	\$.74
Total Postage and Fees	\$	10.44

Postmark
Here

NORSAN CONSULTING & MGMT INC
C/O NORSAN BROADCASTING
4801 E INDEPENDENCE BLVD
CHARLOTTE, NC 28212
PS Form 3800, January 2025 PSN 753002000007 See Reverse for Instructions

2025-0531 707 Wade St

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

**NORSAN CONSULTING & MGMT INC
C/O NORSAN BROADCASTING
4801 E INDEPENDENCE BLVD
CHARLOTTE, NC 28212**



9590 9402 7747 2152 0393 04

2. Article Number (Transfer from service label)

9589 0710 5270 1049 2471 01

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X

Agent

Addressee

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? Yes

If YES, enter delivery address below: No

3. Service Type

Adult Signature

Adult Signature Restricted Delivery

Certified Mail®

Certified Mail Restricted Delivery

Collect on Delivery

Collect on Delivery Restricted Delivery

Priority Mail Express®

Registered Mail™

Registered Mail Restricted Delivery

Signature Confirmation™

Signature Confirmation Restricted Delivery

Mail

Mail Restricted Delivery

(over \$500)

PS Form 3811, July 2020 PSN 7530-02-000-9053

Domestic Return Receipt

Certified Mail s

- A receipt (this portion of the card) is provided to you.
- A unique identifier for you and the mailpiece is provided to you.
- Electronic verification of delivery is provided to you.
- A record of delivery (including signature) that is retained for a specified period.

Important Reminders:

- You may purchase Certified Mail, First-Class Mail®, First-Class Mail® International, or Priority Mail® service.
- Certified Mail service is not available for international mail.
- Insurance coverage is not provided for Certified Mail service with Certified Mail service or Certified Mail service. Insurance coverage is provided for certain Priority Mail items.
- For an additional fee, and endorsement on the mailpiece, you may purchase the following services:
 - Return receipt service, including a hard copy or electronic version. For complete PS Form 3811 Receipt, attach PS Form 3811 Receipt.

PS Form 3800, January 20

CERTIFIED MAIL

US POSTAGE

quadrant

FIRST-CLASS MAIL
IMI

\$010.44

09/04/2025 ZIP 32034
043M31262762



JACKSONVILLE RPDC 320

4 SEP 2025 PM 3 L



9589 0710 5270 1049 2471 01

SEP 12 2025

CODE ENFORCEMENT

City of Fernandina Beach

NORSAN CONSULTING & MGMT INC
C/O NORSAN BROADCASTING
4801 E INDEPENDENCE BLVD
CHARLOTTE, NC 28212

Handwritten initials

NIXIE 281 DE 1 0009/09/25

RETURN TO SENDER
VACANT
UNABLE TO FORWARD

2821275490 BC: 32034423004 #2724-01755-04-44

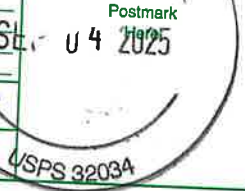
320344230

U.S. Postal Service™ *Code Exp.*
CERTIFIED MAIL® RECEIPT
Domestic Mail Only *2025-0531*

For delivery information, visit our website at www.usps.com

OFFICIAL RECEIPT

Certified Mail Fee	\$	5.70
Extra Services & Fees (check box, add fee as appropriate)	\$	4.90
<input checked="" type="checkbox"/> Return Receipt (hardcopy)	\$	
<input type="checkbox"/> Return Receipt (electronic)	\$	
<input type="checkbox"/> Certified Mail Restricted Delivery	\$	
<input type="checkbox"/> Adult Signature Required	\$	
<input type="checkbox"/> Adult Signature Restricted Delivery	\$	
Postage	\$.74
Total Postage and Fees	\$	10.44



9589 0710 5270 1049 2471 01

NORSAN CONSULTING & MGMT INC
C/O NORSAN BROADCASTING
4801 E INDEPENDENCE BLVD
CHARLOTTE, NC 28212

USPS 32034

PS Form 3800, January 2023 PSN 7530-02-000-9047 See Reverse for Instructions



KEVIN J. LILLY ASA, CFA
 Nassau County Property Appraiser
Consistent, Fair, Efficient

Parcel 00-00-31-1800-0063-0010

<https://search.ncpafl.com/parcel/31%2000%20000180000630010>
707 DADE ST

Owners

NORSAN CONSULTING & MGMT INC
 C/O NORSAN BROADCASTING
 4801 E INDEPENDENCE BLVD
 SUITE 815
 CHARLOTTE, NC 28212

Short Legal

BLOCK 63 LOTS 1 THRU 8
 PT OR 1350/472
 CITY OF FDNA BEACH

Certified Values

Parcel Summary

Status Address	707 DADE ST
Use Code	9100: UTILITIES
Tax District	2: Fernandina
Acreage	.0000
Section	18
Township	3N
Range	28
Subdivision	CTY OF FDNA BCH U/R
Exemptions	None

Sales Information

Sale Date	Book Page	Price	Instr	Qual	Imp	Grantor	Grantee
2005-09-15	1350/0472	\$50,000	WD	Q	V	RJM COMMUNICATIONS INC	NORSAN CONSULTING & MGMT INC
1999-06-23	0888/0502	\$25,000	WD	U	I	NORTHEAST FLORIDA RADIO INC	RJM COMMUNICATIONS INC
1993-05-28	0681/1662	\$50,000	WD	Q	I	B & L BROADCASTING	NORTHEAST FL RADIO
1990-09-14	0607/0737	\$133,200	WD	U	I	NE FLORIDA RADIO INC	B & L BROADCASTING

Buildings

Type	Total Area	Heated Area	Bedrooms	Baths	Primary Exterior	Secondary Exterior	Heating	Cooling	Actual Year Built
OFFICE COMMERCIAL BLDGS	860	840			AVERAGE	CONC BLOCK	AIR DUCTED	CENTRAL	1955





CODE ENFORCEMENT & APPEALS BOARD
3rd NOTICE OF VIOLATION/NOTICE OF HEARING

November 21, 2025

Case Number: CODE-2025-0531

Cert. #: 9589 0710 5270 1049 2471 56

IN THE MATTER OF:

NORSAN CONSULTING & MGMT
C/O NORSAN BROADCASTING
ATTENTION: MARIA / LUIS
8655 CROWN CRESCENT CT
CHARLOTTE, NC 28227

PREMISES: 707 DADE ST., FERNANDINA BEACH, FL 32034

The brief legal description of the real property upon which this violation occurred is: BLOCK 63
LOTS 1 THRU 8 PT OR 1350/472 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 the sagging soffit at the front of the building and replace any deteriorated or rotten fascia. Seal all exposed or unprotected wood surfaces. Repair the hole in the roof to ensure the structure is weather-tight. | By 12/21/2025 |
| 42-116 | Duty to Maintain Property
Remove all vines growing on or into the building. Trim back and properly maintain all bushes and vegetation surrounding the structure to prevent overgrowth. | By 12/21/2025 |

(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 on the following page.

DATE: February 5, 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

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.

CERTIFIED MAIL

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OFFICIAL USE

9589 0710 5270 1049 2471 56
 9589 0710 5270 1049 2471 56

Certified Mail Fee \$ *5.30*

Extra Services & Fees (check box, add fee as appropriate)

Return Receipt (hardcopy) \$ *4.40*

Return Receipt (electronic) \$ _____

Certified Mail Restricted Delivery \$ _____

Adult Signature Required \$ _____

Adult Signature Restricted Delivery \$ _____

Postage \$ *74*

Total Postage and Fees \$ *10.44*

Sent To **NORSAN CONSULTING & MGMT**

Street and Apt. **C/O NORSAN BROADCASTING**

City, State, Zip: **ATTENTION: MARIA / LUIS**
8655 CROWN CRESCENT CT
CHARLOTTE, NC 28227

PS Form 3806, January 2020 PSN 7530-02-000-9047 See Reverse for Instructions

2025-0531 707 Dade St.

PLACE STICKER AT TOP OF ENVELOPE TO THE RIGHT OF THE RETURN ADDRESS, FOLD AT DOTTED LINE

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

NORSAN CONSULTING & MGMT
C/O NORSAN BROADCASTING
ATTENTION: MARIA / LUIS
8655 CROWN CRESCENT CT
CHARLOTTE, NC 28227

9590 9402 9484 5069 3785 88

2. Article Number (Transfer from service label)
 9589 0710 5270 1049 2471 56

PS Form 3811, July 2020 PSN 7530-02-000-9053 Domestic Return Receipt

COMPLETE THIS SECTION ON DELIVERY

A. Signature Agent
 Addressee

B. Received by (Printed Name) C. Date of Delivery

D. Is delivery address different from item 1? Yes
 If YES, enter delivery address below: No

3. Service Type Priority Mail Express®
 Adult Signature Registered Mail™
 Adult Signature Restricted Delivery Registered Mail Restricted Delivery
 Certified Mail® Signature Confirmation™
 Certified Mail Restricted Delivery Signature Confirmation Restricted Delivery
 Collect on Delivery Signature Confirmation Restricted Delivery
 Collect on Delivery Restricted Delivery (0)

2025-0531

707 Dade St.

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

**NORSAN CONSULTING & MGMT
C/O NORSAN BROADCASTING
ATTENTION: MARIA / LUIS
8655 CROWN CRESCENT CT
CHARLOTTE, NC 28227**



9590 9402 9484 5069 3785 88

2. Article Number (Transfer from service label)

9589 0710 5270 1049 2471 56

COMPLETE THIS SECTION ON DELIVERY

A. Signature

X

B. Received by (Printed Name)

C. Date of Delivery

RECEIVED
LUIS / MARIA / NORSAN BROADCASTING
DEC 03 2025

- Agent
- Addressee

D. Is delivery address different from item 1? Yes
If YES, enter delivery address below: No

CODE ENFORCEMENT
City of Fernandina Beach

3. Service Type

- Adult Signature
- Adult Signature Restricted Delivery
- Certified Mail®
- Certified Mail Restricted Delivery
- Collect on Delivery
- Collect on Delivery Restricted Delivery
- Priority Mail Express®
- Registered Mail™
- Registered Mail Restricted Delivery
- Signature Confirmation™
- Signature Confirmation Restricted Delivery

Mail
Mail Restricted Delivery
00)



KEVIN J. LILLY ASA, CPA
 Nassau County Property Appraiser
Consistent, Fair, Efficient

Parcel 00-00-31-1800-0063-0010

Owners

NORSAN CONSULTING & MGMT INC
 C/O NORSAN BROADCASTING
 8655 CROWN CRESCENT CT
 CHARLOTTE, NC 28227

Parcel Summary

Situs Address	707 DADE ST
Use Code	9100: UTILITIES
Tax District	2: Fernandina
Acreage	.0000
Section	18
Township	3N
Range	28
Subdivision	CTY OF FDNA BCH U/R
Exemptions	None

Short Legal

BLOCK 63 LOTS 1 THRU 8
 PT OR 1350/472
 CITY OF FDNA BEACH

Values

	2025 Preliminary Values	2024 Certified Values
Land Value *	\$107,650	\$101,400
-(-) Improved Value	\$22,630	\$22,831
(=) Market Value	\$130,280	\$124,231
-(-) Agricultural Classification	\$0	\$0
(=) SOH or Non-Fin. Captor Savings **	\$48,171	\$49,586
(=) School Assessment Value	\$82,109	\$74,645
(=) County Assessment Value	\$82,109	\$74,645
(-) School Exemptions	\$0	\$0
(-) Non-school Exemptions	\$0	\$0
(=) School Taxable value ***	\$130,280	\$124,231
(=) County Taxable Value	\$82,109	\$74,645





[Department of State](#) / [Division of Corporations](#) / [Search Records](#) / [Search by Entity Name](#) /

Detail by Entity Name

Florida Limited Liability Company
NORSAN BROADCASTING OF FLORIDA, LLC

Filing Information

Document Number	L05000022485
FEI/EIN Number	20-2862871
Date Filed	03/03/2005
State	FL
Status	ACTIVE
Last Event	REINSTATEMENT
Event Date Filed	08/07/2015

Principal Address

2150 Boggs Rd
Suite 500
DULUTH, GA 30096

Changed: 08/07/2015

Mailing Address

8655 CROWN CRESCENT COURT
Charlotte, NC 28227

Changed: 04/18/2024

Registered Agent Name & Address

Sanchez, Norberto
2150 Boggs Rd
Suite 500
Duluth, FL 30096

Name Changed: 08/07/2015

Address Changed: 08/07/2015

Authorized Person(s) Detail

Name & Address

Title MGR

Sanchez, Norberto
2150 Boggs Rd
Suite 500
DULUTH, GA 30096

Annual Reports

Report Year	Filed Date
2023	03/06/2023
2024	04/18/2024
2025	02/11/2025

Document Images

02/11/2025 -- ANNUAL REPORT	View image in PDF format
04/18/2024 -- ANNUAL REPORT	View image in PDF format
03/06/2023 -- ANNUAL REPORT	View image in PDF format
03/07/2022 -- ANNUAL REPORT	View image in PDF format
01/11/2021 -- ANNUAL REPORT	View image in PDF format
01/20/2020 -- ANNUAL REPORT	View image in PDF format
01/22/2019 -- ANNUAL REPORT	View image in PDF format
01/15/2018 -- ANNUAL REPORT	View image in PDF format
01/10/2017 -- ANNUAL REPORT	View image in PDF format
03/25/2016 -- ANNUAL REPORT	View image in PDF format
08/07/2015 -- REINSTATEMENT	View image in PDF format
02/12/2010 -- Reinstatement	View image in PDF format
04/30/2007 -- ANNUAL REPORT	View image in PDF format
08/10/2006 -- ANNUAL REPORT	View image in PDF format
03/03/2005 -- Florida Limited Liabilites	View image in PDF format



707

8.6.2025 09:53



707

11.21.2025 11:11



11.21.2025 11:11



11.21.2025 11:11



11.21.2025 11:12



11.21.2025

11:13



11.21.2025 11:13



11.21.2025 11:12



11.21.2025 11:12



11.21.2025 11:12



11.21.2025 11:12



12.22.2025 13:41



12.22.2025 13:41



707

12.22.2025 13:41



12.22.2025 13:41

Jan 27, 2026 at 12:32:56 PM



Jan 27, 2026 at 12:33:00 PM



Jan 27, 2026 at 12:33:11 PM



Jan 27, 2026 at 12:33:24 PM





CITY OF FERNANDINA BEACH

Code Enforcement

STAFF REPORT

Case CODE-2025-0633

City of Fernandina Beach Code Enforcement & Appeals Board

February 5, 2026

Violation Information

Owner Martha Sandall
226 S 7th St.
Fernandina Beach, Florida 32034

Violation City of Fernandina Beach – Code of Ordinances,
Section: 42-117 Exterior Structure (Maintenance)

Location: 226 S 7th St., Fernandina Beach, FL 32034
Parcel: 00-00-31-1800-0040-0041

Summary and Background Information

November 5, 2025 – I observed violations relating to the maintenance of the exterior structure at 226 S 7th St. A new case was initiated, and a courtesy notice was hand-delivered to the respondent providing fourteen (14) days to come into compliance. Photographs were taken and documented in the case file.

November 24, 2025 – A follow-up inspection was conducted. The property remained in violation.

November 25, 2025 – The Code Enforcement office mailed a Notice of Violation / Notice of Hearing (NOV/NOH) letter with a compliance date of December 9, 2025.

December 9, 2025 – The certified return receipt for the NOV/NOH letter was received, signed by the respondent.

December 22, 2025 – A NOV/NOH inspection was conducted, and the property remained in violation.

January 27, 2025 – A pre-agenda inspection was conducted. The violation had not been corrected. Staff attempted to contact the respondent at the property and by telephone; however, those attempts were unsuccessful.



CITY OF FERNANDINA BEACH

Code Enforcement

Conclusion.

Despite multiple notices, inspections, and sufficient time provided to correct the violations, the property remains out of compliance with Section 42-117 of the City of Fernandina Beach Code of Ordinances. The respondent has been afforded due process and reasonable opportunity to remedy the violations but has failed to do so.

Recommendation.

The City recommends a motion to be made to find the respondent in violation of Code of Ordinances, Section 42-117 Exterior Structure (Maintenance), provide fourteen (14) additional days to come into compliance by February 19, 2026. The City further recommends a motion to be made that all administration fees be paid by the Respondent and impose a fine of \$50 per day to begin on February 20, 2026, and continue until compliance is achieved and confirmed.

Crystal Rimes

A handwritten signature in black ink that reads "Crystal Rimes".

Code Enforcement Officer



CITY OF FERNANDINA BEACH

Crystal Rimes

Code Enforcement Department
(904) 310-3440

Code Enforcement Officer
(904) 310-3442

**ADMINISTRATIVE FEES INCURRED FROM
226 S 7TH ST
AS OF 2/5/2026
CODE CASE # 2025-0633**

<u>STAFF PERSONNEL OR ITEMS</u>	<u># OF UNITS OR HOURS</u>	<u>PRICE OR RATE PER HOUR</u>	<u>TOTAL</u>
Michelle Forstrom, Code Enforcement Director	1	\$44.99	\$44.99
Crystal Rimes, Code Enforcement Officer	4	\$29.61	\$118.44
Cheryl Carfagno, Administrative Coordinator/Board Secretary	1.5	\$27.03	\$40.55
Record Findings of Facts with the Clerk of Circuit Court of Nassau County	1	\$23.50	\$23.50
Certified letters mailed	1	\$10.44	\$10.44
First Class letters mailed	1	\$0.74	\$0.74

TOTAL ADMINISTRATIVE FEES DUE

\$238.66

****TOTAL AMOUNT DUE MUST BE PAID IN FULL TO CLOSE THIS CASE AND AVOID A LIEN ON THIS PROPERTY****



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

November 25, 2025

Case Number: CODE-2025-0633

Cert. #: 9589 0710 5270 1049 2474 91

IN THE MATTER OF:

Martha Sandall
226 S. 7th St.
Fernandina Beach, FL 32034

PREMISES: 226 S. 7TH ST., FERNANDINA BEACH, FL 32034

The brief legal description of the real property upon which this violation occurred is: BLOCK 40 N1/2 OF LOT 4 IN OR 1669/1595 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)
Remove all visible mildew, algae, and biological growth from the exterior surfaces. **By 12/9/2025**

(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: February 5, 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).

A handwritten signature in blue ink that reads "Crystal Rimes". The signature is written in a cursive, flowing style.

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.



KEVIN J. LILLY ASA, CFA
 Nassau County Property Appraiser
Consistent, Fair, Efficient

Parcel 00-00-31-1800-0040-0041

Owners

SANDALL MARTHA F M
 226 S 7TH ST
 FERNANDINA BEACH, FL 32034

Parcel Summary

Situs Address	226 S 7TH ST
Use Code	0100: SINGLE FAMILY
Tax District	2: Fernandina
Acreage	.0000
Section	23
Township	3N
Range	28
Subdivision	CTY OF FDNA BCH U/R
Exemptions	HX: Homestead (196.031(1)(a)) (100%) HB: Homestead Banded (196.031(1)(ab)) (100%)

Short Legal

BLOCK 40 N1/2 OF LOT 4
 IN OR 1669/1595
 CITY OF FDNA BEACH

Values

	2025 Preliminary Values	2024 Certified Values
Land Value**	\$237,500	\$200,000
(+) Improved Value	\$534,492	\$218,705
(=) Market Value	\$771,992	\$418,705
(-) Agricultural Classification	\$0	\$0
(-) SOH or Non-HX* Capex Savings **	\$521,959	\$175,719
(=) School Assessed Value	\$250,033	\$242,986
County Assessed Value	\$250,033	\$242,986
(-) School Exemptions	\$50,000	\$50,000
(-) Non-school Exemptions	\$50,722	\$50,000
(=) School Taxable Value***	\$225,033	\$217,986
(=) County Taxable Value	\$199,311	\$192,986



PLACE STICKER AT TOP OF ENVELOPE TO THE RIGHT OF THE RETURN ADDRESS, FOLD AT DOTTED LINE

U.S. Postal Service™ **00DB 6NF**
CERTIFIED MAIL® RECEIPT
 Domestic Mail Only **2025-0633**

For delivery information, visit our website at www.usps.com®.

CERTIFIED MAIL

Certified Mail Fee \$ **5.30**

Extra Services & Fees (check box, add fee if applicable)

Return Receipt (hardcopy) \$ **4.40**

Return Receipt (electronic) \$

Certified Mail Restricted Delivery \$

Adult Signature Required \$

Adult Signature Restricted Delivery \$

Postage \$ **.74**

Total Postage and Fees \$ **10.44**

Sent To _____

Street at _____

City, State _____

Martha Sandall
226 S. 7th St.
Fernandina Beach, FL 32034

PS Form 3811, January 2020 PSN 7530-02-000-9065 Use Reverse for Instructions

76 4242 6401 0225 0720 6856
 76 4242 6401 0225 0720 6856



2025-0633

226 S. 7th St

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Martha Sandall
226 S. 7th St.
Fernandina Beach, FL 32034



9590 9402 9484 5069 3786 87

2. Article Number (Transfer from certificate label)

9589 0710 5270 1049 2474 91

PS Form 3811, July 2020 PSN 7530-02-000-9065

COMPLETE THIS SECTION ON DELIVERY

A. Signature

Agent
 Addressee

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? If YES, enter delivery address below:

Yes No

3. Service Type

- Priority Mail Express®
- Adult Signature
- Registered Mail™
- Certified Mail®
- Certified Mail Restricted Delivery
- Collect on Delivery
- Collect on Delivery Restricted Delivery
- Restricted Delivery

Domestic Return Receipt

U.S. Postal Service
CERTIFIED MAIL® RECEIPT
 Domestic Mail Only **2025-0633**
 For delivery information, visit our website at www.usps.com.

9589 0710 5270 1049 2474 91

Certified Mail Fee **5.30**

Extra Services & Fees (check box, add fee as appropriate)

Return Receipt (hardcopy) \$ **4.49**

Return Receipt (electronic) \$

Certified Mail Restricted Delivery \$

Adult Signature Required \$

Adult Signature Restricted Delivery \$

Postage **.74**

Total Postage and Fees **10.44**

Sent To
 Street or
 City, State

Martha Sandall
226 S. 7th St.
Fernandina Beach, FL 32034

Postmark Here
NOV 25 2025

USPS 32034

PS Form 3800, January 2023 PSN 7530-02-000-9053 See Reverse for Instructions

2025-0633 **226 S. 7th St**

SENDER: COMPLETE THIS SECTION	COMPLETE THIS SECTION ON DELIVERY
<ul style="list-style-type: none"> Complete items 1, 2, and 3. Print your name and address on the reverse so that we can return the card to you. Attach this card to the back of the mailpiece, or on the front if space permits. 	<p>A. Signature <input checked="" type="checkbox"/>  <input type="checkbox"/> Agent <input type="checkbox"/> Addressee</p> <p>B. Received by (Printed Name) C. Date of Delivery</p>
<p>1. Article Addressed to:</p> <p>Martha Sandall 226 S. 7th St. Fernandina Beach, FL 32034</p>  <p>9590 9402 9484 5069 3786 87</p>	<p>D. Is delivery address different from item 1? <input type="checkbox"/> Yes If YES, enter delivery address below: <input type="checkbox"/> No</p> <p>RECEIVED DEC 09 2025 CODE ENFORCEMENT City of Fernandina Beach</p>
<p>2. Article Number (Transfer from service label) 9589 0710 5270 1049 2474 91</p>	<p>3. Service Type</p> <p><input type="checkbox"/> Adult Signature <input type="checkbox"/> Priority Mail Express®</p> <p><input type="checkbox"/> Adult Signature Restricted Delivery <input type="checkbox"/> Registered Mail™</p> <p><input checked="" type="checkbox"/> Certified Mail® <input type="checkbox"/> Registered Mail Restricted Delivery</p> <p><input type="checkbox"/> Certified Mail Restricted Delivery <input type="checkbox"/> Signature Confirmation</p> <p><input type="checkbox"/> Collect on Delivery <input type="checkbox"/> Signature Confirmation Restricted Delivery</p> <p><input type="checkbox"/> Collect on Delivery Restricted Delivery <input type="checkbox"/> Restricted Delivery</p>

NOTICE OF VISIT
 In Pursuit of Health, Safety & Quality of Community



CITY OF FERNANDINA BEACH
 CODE ENFORCEMENT
 204 ASH STREET

Phone: (904) 319-3440 | Website: www.fbeachcode.com
 George Wall's email: gwalls@fbi.org | Crystal Flores email: cflores@fbi.org

Address: 226 South 7th St

Date: 11/5/25 Time: 10:46 AM PM

THIS IS TO SERVE AS A WARNING THAT VIOLATIONS WERE
 OBSERVED OF THE FOLLOWING CITY ORDINANCE(S):

REASON FOR VISIT:

- | | |
|---|----------------------------|
| <input type="checkbox"/> Duty to Maintain Property | CODE |
| <input checked="" type="checkbox"/> Exterior Structure (Masonry/Concrete) Repair | 42-119
42-117 |
| <input type="checkbox"/> Rubbish and Garbage | 42-119 |
| <input type="checkbox"/> Wrecked or inoperable motor vehicles on private property declared a nuisance and prohibited. Remove, repair, or register visible and/or hidden tags on it. | 42-173 |
| <input type="checkbox"/> No Visible Address Numbers | |
| <input type="checkbox"/> Accessibility of Garbage and Recycle Containers | 7.01.02(c) LDC |
| <input type="checkbox"/> Encroachments in the public right-of-way prohibited without city permit. | 96-24
(10-2.1A) |
| <input type="checkbox"/> Parking prohibited in specified districts (Township District) on public property (right-of-way) for Town, City, or County. | 75-54(a)(1) |
| <input type="checkbox"/> Parking prohibited in specified districts on public property (right-of-way) when car washes, signs, and displays on vehicle. | 75-54(a)(2) |
| <input type="checkbox"/> Outside Storage | |
| <input type="checkbox"/> Moveable Modular Storage Units (P.O.U.s) Permitted | 8.01.04 LDC |
| <input type="checkbox"/> Recreational Vehicle, Boat, Trailer or Similar Vehicle. Remove or store in a proper location behind the front line of the house, on side or rear yard. | 8.02.08 LDC
7.01.08 LDC |
| <input type="checkbox"/> Prohibited Signs | |
| <input type="checkbox"/> Other | 8.03.05(M) LDC |

NEXT STEPS:
 Contact Code Enforcement within 5 days of this notice. Call us at (904) 319-3440
 Email Code Enforcement: gwalls@fbi.org | Crystal Flores: cflores@fbi.org
 Correct the Violation. Bring your property into compliance by 11/19/25
 Failure to do so will result in an official written notice with a possible outcome of fines.

Comments: Remove all visible mildew, algae, and biological

11.5.2025.12



11.5.2025 12:28



12.11.2025 11:55



12.22.2025 11:36

Jan 27, 2026 at 12:49:48 PM

