



City of Atlantic Beach  
**Agenda**  
**Code Enforcement Special Magistrate Meeting**  
**Thursday, May 1, 2025 - 2:00 p.m.**  
**City Hall, Commission Chamber**  
**800 Seminole Road, FL 32233**

Page(s)

**1. CALL TO ORDER**

**2. APPROVAL OF MINUTES**

- 2.A. Approve minutes of the 3-4-2025 Code Enforcement Special Magistrate meeting. 3 - 4  
[3-4-25 Code Enforcement Special Magistrate Draft Minutes](#)

**3. ADMINISTRATION OF OATH**

**4. OLD BUSINESS**

**5. NEW BUSINESS**

- 5.A. CASE: 25-001 5 - 20  
NAME: BROWN, LARRY  
ADDRESS: 440 IREX RD \*  
[Case Details 25-001](#)  
[CE 440 Irex Road Case #25-001](#)
- 5.B. CASE: 25-052 21 - 41  
NAME: GLAVIN, THOMAS  
ADDRESS: 346 SARGO RD  
[Case Details 25-052](#)  
[CE 346 SARGO RD CASE #25-052](#)

**6. ADJOURNMENT**

\* Homesteaded Properties

This meeting will be live-streamed and videotaped. The video recording will be posted within four business days on the City's website. To access live or recorded videos, visit [www.coab.us/live](http://www.coab.us/live).

If any person decides to appeal any decision made by the Code Enforcement Special Magistrate with respect to any matter considered at any meeting, such person may need a record of the proceedings, and, for such purpose, may need to ensure that a verbatim record

of the proceedings is made, including the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act and Section 286.26 of the Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the City Clerk's Office not less than three (3) days prior to the date of this meeting at (904) 247-5800 or 800 Seminole Road.



**MINUTES**  
**Code Enforcement Special Magistrate Meeting**  
**Tuesday, March 4, 2025 - 2:00 PM**  
**City Hall, Commission Chamber**  
**800 Seminole Road, FL 32233**

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**Present:**

Suzanne Green, Special Magistrate  
Angela Irizarry, Code Enforcement Officer  
Michelle Weippert, Records Management Specialist (RMS)

**1. CALL TO ORDER**

Magistrate Green called the meeting to order at 2:00 PM.

**2. APPROVAL OF MINUTES**

The minutes were approved as submitted.

**A. Approve minutes of the 1-7-2025 Code Enforcement Special Magistrate meeting.**

**3. ADMINISTRATION OF OATH**

Magistrate Green administered the Oath to the attendees, staff and respondents.

**4. OLD BUSINESS**

**A. CASE: 23-188**

**NAME: CARY COSGROVE**

**ADDRESS: 1827 TIERRA VERDE DR**

Testified: CE Officer Irizarry

Respondent: Cary Cosgrove was not present

Action: The Respondent shall submit his artificial turf documentation through the proper channels within 5 days of the date of this Order and failure to do so will be fined \$250.00 per day. The Respondent shall also provide his complete tree mitigation package within 5 days of the date of this Order and failure to do so will result in a \$250.00 a day fine.

**5. NEW BUSINESS**

**A. CASE: 23-209**

**NAME: JOHN HENRY BISHOP**

**ADDRESS: 1018 MAIN ST**

Testified: CE Officer Irizarry

Code Enforcement Special Magistrate  
March 4, 2025

Respondent: John Bishop was not Present

Action: The Respondent shall apply for a tree removal permit and review revisions provided by Public Works. This matter is deferred until the May 1, 2025 Code meeting, if necessary.

**6. ADJOURNMENT**

The meeting adjourned at 2:16 PM.

Attest:

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Suzanne Green, Special Magistrate

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Michelle Weippert, Records Management Specialist

Code Enforcement Special Magistrate  
March 4, 2025

Page 2 of 2





# Case Details

City of Atlantic Beach

Case Number  
**25-001**

Description: Report of damaged fence and gate		Status: ACTIVE CASE	
Type: CODE ENFORCEMENT		Subtype: RESIDENTIAL	
Opened: 1/2/2025	Closed:	Last Action: 5/1/2025	File Up: 4/28/2025
Site Address: 440 IREX RD ATLANTIC BEACH, FL 32233			
Site APN: 171423 0000		Officer: Angela Irizarry	
Details:			

CHRONOLOGY				
CHRONOLOGY TYPE	STAFF NAME	ACTION DATE	COMPLETION DATE	NOTES
NOV REG	Angela Irizarry	1/3/2025	1/3/2025	
NOV CERT	Angela Irizarry	2/10/2025	2/10/2025	
CMRR STATUS UPDATE	Angela Irizarry	2/14/2025	2/14/2025	Per usps.com, certified letter was delivered on 2/14/2025.
CMRR RECEIVED W/SIGNATURE	Angela Irizarry	2/18/2025	2/18/2025	
NOTICE OF HEARING	Angela Irizarry	3/25/2025	3/25/2025	
CMRR STATUS UPDATE	Angela Irizarry	4/16/2025	4/21/2025	Letter has not been delivered. Need to post.
NOH POST AND AFF	Angela Irizarry	4/21/2025	4/21/2025	
OTHER	Angela Irizarry	4/21/2025	4/21/2025	Spoke with Barbara Brown while I was posted the property for the hearing. I discussed the fence with her and explained what needed to be

Printed: Monday, 28 April, 2025





# Case Details

City of Atlantic Beach

Case Number

**25-001**

				done in order to be compliant. She said her husband would be attending the hearing.
CODE ENFORCEMENT AGENDA	Angela Irizarry	4/24/2025	4/28/2025	
CEB MEETING	Angela Irizarry	5/1/2025		

## CONTACTS

NAME TYPE	NAME	ADDRESS	PHONE	FAX	EMAIL
COMPLAINANT	GIRARDEY CAROL	318 ROYAL PALMS DR ATLANTIC BEACH, FL 32233	(678)471-7529		wildchildcg@yahoo.com
OWNER	BROWN LARRY C.	440 IREX RD ATLANTIC BEACH, FL 32233-3904			

## INSPECTIONS

INSPECTION TYPE	INSPECTOR	SCHEDULED DATE	COMPLETED DATE	RESULT	REMARKS	NOTES
INITIAL INSPECTION	AI	1/2/2025	1/2/2025	VIOLATION FOUND		
REINSPECTION	AI	2/5/2025	2/10/2025	VIOLATION CONTINUES		
REINSPECTION	AI	3/19/2025	3/25/2025	VIOLATION CONTINUES		



# Case Details

City of Atlantic Beach

Case Number

**25-001**

## VIOLATIONS

VIOLATION TYPE	USER NAME	OBSERVED DATE	CORRECTED DATE	LOCATION	REMARKS	NOTES
Fence Maintenance or Vines	Angela Irizarry	1/2/2025				<p>Sec. 24-157 (e) Maintenance of fences. Fences that have been allowed to deteriorate to an excessive degree have a negative impact on property values and the quality of neighborhoods. Fences that are in a state of neglect, damage or disrepair, shall be repaired, replaced or removed.</p> <p>Unacceptable fences are identified as those containing any of the following characteristics that can be easily observed from the street or by a neighboring property. 1. Components of the Fence are broken, bent, visibly rusted or corroded. 2. Portions of the fence are no longer connected to the support posts and rails. 3. Any components are rotten, broken or missing. 4. Weeds are overtaking the fence.</p>



1/3/25, 10:05 AM

Property Appraiser - Property Details

Property taxes are subject to change upon change of ownership.

- Past taxes are not a reliable projection of future taxes.
- The sale of property will prompt the removal of all exemptions, assessment caps and special classifications.

**BROWN LARRY C.**  
440 IREX RD  
ATLANTIC BEACH, FL 32233-3904  
**BROWN BARBARA C**

**Primary Site Address**  
440 IREX RD  
Atlantic Beach FL 32233-

**Official Record Book/Page**  
03205-00325

**Title #**  
9417

**440 IREX RD**  
Property Detail

<b>RE #</b>	171423-0000
<b>Tax District</b>	USD3
<b>Property Use</b>	0100 Single Family
<b># of Buildings</b>	1
<b>Legal Desc.</b>	For full legal description see Land & Legal section below
<b>Subdivision</b>	03123 ROYAL PALMS UNIT 02A3.00
<b>Total Area</b>	7817

The sale of this property may result in higher property taxes. For more information go to [Save Our Homes](#) and our [Property Tax Estimator](#). 'In Progress' property values, exemptions and other supporting information on this page are part of the working tax roll and are subject to change. Certified values listed in the Value Summary are those certified in October, but may include any official changes made after certification [Learn how the Property Appraiser's Office values property](#).

Value Summary

Value Description	2024 Certified	2025 In Progress
<b>Value Method</b>	CAMA	CAMA
<b>Total Building Value</b>	\$140,706.00	\$139,598.00
<b>Extra Feature Value</b>	\$755.00	\$755.00
<b>Land Value (Market)</b>	\$290,000.00	\$290,000.00
<b>Land Value (Agric.)</b>	\$0.00	\$0.00
<b>Just (Market) Value</b>	\$431,461.00	\$430,353.00
<b>Assessed Value</b>	\$97,593.00	\$97,593.00
<b>Cap Diff/Portability Amt</b>	\$333,868.00 / \$0.00	\$332,760.00 / \$0.00
<b>Exemptions</b>	\$50,000.00	See below
<b>Taxable Value</b>	\$47,593.00	See below

**Taxable Values and Exemptions – In Progress**

If there are no exemptions applicable to a taxing authority, the Taxable Value is the same as the Assessed Value listed above in the Value Summary box.

County/Municipal Taxable Value

Assessed Value	\$97,593.00
Homestead (HX)	- \$25,000.00
Homestead Banding 196.031(1)(b) (HB)	- \$25,000.00
<b>Taxable Value</b>	<b>\$47,593.00</b>

SJRWMD/FIND Taxable Value

Assessed Value	\$97,593.00
Homestead (HX)	- \$25,000.00
Homestead Banding 196.031(1)(b) (HB)	- \$25,000.00
<b>Taxable Value</b>	<b>\$47,593.00</b>

School Taxable Value

Assessed Value	\$97,593.00
Homestead (HX)	- \$25,000.00
<b>Taxable Value</b>	<b>\$72,593.00</b>

**Sales History**

Book/Page	Sale Date	Sale Price	Deed Instrument Type Code	Qualified/Unqualified	Vacant/Improved
<a href="#">03205-00325</a>	3/31/1971	\$17,500.00	MS - Miscellaneous	Unqualified	Improved
<a href="#">03555-00911</a>	7/31/1973	\$18,500.00	WD - Warranty Deed	Unqualified	Improved
<a href="#">05959-00571</a>	5/16/1985	\$100.00	WD - Warranty Deed	Unqualified	Improved

**Extra Features**

LN	Feature Code	Feature Description	Bldg.	Length	Width	Total Units	Value
1	FPPR7	Fireplace Prefab	1	0	0	1.00	\$755.00

**Land & Legal**

Land

LN	Code	Use Description	Zoning Assessment	Front	Depth	Category	Land Units	Land Type	Land Value
1	0100	RES LD 3-7 UNITS PER AC	ARS-1	80.00	93.00	Common	1.00	Lot	\$290,000.00

Legal

LN	Legal Description
1	31-16 17-25-29E
2	R/P OF PT OF ROYAL PALMS UNIT 2A
3	LOT 6 BLK 11

**Buildings**

Building 1

Building 1 Site Address  
440 IREX RD Unit  
Atlantic Beach FL 32233-

<b>Building Type</b>	0101 - SFR 1 STORY
<b>Year Built</b>	1971

Element	Code	Detail
Exterior Wall	19	19 Common Brick
Exterior Wall	6	6 Vertical Sheet
Roof Struct	3	3 Gable or Hip
Roofing Cover	3	3 Asph/Comp Shng

<https://paopropertysearch.coj.net/Basic/Detail.aspx?RE=1714230000>

1/2

1/3/25, 10:05 AM

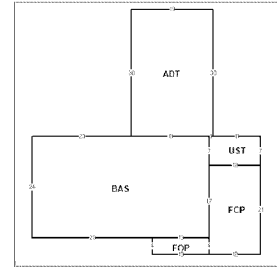
Property Appraiser - Property Details

<b>Building Value</b>	\$139,598.00
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Type	Gross Area	Heated Area	Effective Area
Addition	570	570	513
Base Area	984	984	984
Finished Open Porch	52	0	16
Unfinished Storage	84	0	34
Finished Carport	252	0	63
Total	1942	1554	1610

Interior Wall	5	5 Drywall
Int Flooring	11	11 Cer Clay Tile
Int Flooring	14	14 Carpet
Heating Fuel	4	4 Electric
Heating Type	4	4 Forced-Ducted
Air Cond	3	3 Central

Element	Code	Detail
Stories	1.000	
Bedrooms	3.000	
Baths	2.000	
Rooms / Units	1.000	



**2024 Notice of Proposed Property Taxes Notice (TRIM Notice)**

Taxing District	Assessed Value	Exemptions	Taxable Value	Last Year	Proposed	Rolled-back
Gen Govt Beaches	\$97,593.00	\$50,000.00	\$47,593.00	\$359.18	\$381.99	\$355.61
Public Schools: By State Law	\$97,593.00	\$25,000.00	\$72,593.00	\$222.02	\$224.46	\$228.60
By Local Board	\$97,593.00	\$25,000.00	\$72,593.00	\$156.80	\$163.19	\$160.68
FL Inland Navigation Dist.	\$97,593.00	\$50,000.00	\$47,593.00	\$1.29	\$1.37	\$1.27
Atlantic Beach	\$97,593.00	\$50,000.00	\$47,593.00	\$127.14	\$147.70	\$124.32
Water Mgmt Dist. SJRWMD	\$97,593.00	\$50,000.00	\$47,593.00	\$8.02	\$8.53	\$8.02
School Board Voted	\$97,593.00	\$25,000.00	\$72,593.00	\$69.75	\$72.59	\$72.59
Urban Service Dist3	\$97,593.00	\$50,000.00	\$47,593.00	\$0.00	\$0.00	\$0.00
			Totals	\$944.20	\$999.83	\$951.09

Description	Just Value	Assessed Value	Exemptions	Taxable Value
<b>Last Year</b>	\$359,429.00	\$94,751.00	\$50,000.00	\$44,751.00
<b>Current Year</b>	\$431,461.00	\$97,593.00	\$50,000.00	\$47,593.00

**2024 TRIM Property Record Card (PRC)**

This PRC reflects property details and values at the time of the original mailing of the Notices of Proposed Property Taxes (TRIM Notices) in August.

**Property Record Card (PRC)**

The PRC accessed below reflects property details and values at the time of Tax Roll Certification in October of the year listed.

**2024**

**2023**

**2022**

**2021**

**2020**

**2019**

**2018**

**2017**

**2016**

**2015**

1 2

- To obtain a historic Property Record Card (PRC) from the Property Appraiser's Office, submit your request here: [\[Link\]](#)

**More Information**

[Contact Us](#) | [Parcel Tax Record](#) | [GIS Map](#) | [Map this property on Google Maps](#) | [City Fees Record](#)

**Irizarry,Angela**

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**From:** Carol Girardey <wildchildcg@yahoo.com>  
**Sent:** Thursday, January 2, 2025 9:56 AM  
**To:** Irizarry,Angela; Killingsworth, Bill  
**Subject:** Re: Falling down wire fences

440 Irex and the one next door had no addresses if looking at 440 house to the right you cannot miss it

[Sent from Yahoo Mail for iPhone](#)

On Thursday, January 2, 2025, 9:43 AM, Carol Girardey <wildchildcg@yahoo.com> wrote:

I csnt send addresses if there are none on their mailboxes or houses

[Sent from Yahoo Mail for iPhone](#)

On Thursday, January 2, 2025, 9:05 AM, Irizarry,Angela <alrizarry@coab.us> wrote:

Certainly, Carol. The next time you are out walking, please make a note of the addresses and send them to me so that I can investigate your concern.

---

**From:** Carol Girardey <wildchildcg@yahoo.com>  
**Sent:** Thursday, January 2, 2025 8:56 AM  
**To:** Irizarry,Angela <alrizarry@coab.us>; Killingsworth, Bill <billk@coab.us>  
**Subject:** Re: Falling down wire fences

Sorry I was out walking and could not get them mailbox numbers are missing you cannot miss the two houses they are dumpy with cars parked on the front lawn one is brick and the other has a black fungus all over their roof with a white truck parked in side yard along the fence

[Sent from Yahoo Mail for iPhone](#)

On Thursday, January 2, 2025, 8:52 AM, Irizarry,Angela <alrizarry@coab.us> wrote:

Carol,

To assist in investigating your concern, kindly provide the relevant addresses.

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**From:** Carol Girardey <[wildchildcg@yahoo.com](mailto:wildchildcg@yahoo.com)>  
**Sent:** Thursday, January 2, 2025 8:37 AM  
**To:** Irizarry,Angela <[alrizarry@coab.us](mailto:alrizarry@coab.us)>; Killingsworth, Bill <[billk@coab.us](mailto:billk@coab.us)>  
**Subject:** Falling down wire fences

They attention houses on Irex both fences are falling down gates are busted  
they need to be taken down or fixed

[Sent from Yahoo Mail for iPhone](#)





## CITY OF ATLANTIC BEACH

800 SEMINOLE ROAD  
ATLANTIC BEACH, FL 32233  
PHONE (904) 247-5800

1/3/2025

BROWN LARRY C.  
440 IREX RD  
ATLANTIC BEACH, FL 32233-3904

**Real Estate Number:** 171423 0000    **Case Number:** 25-001    **Location of Violation:** 440 IREX RD, 31-16  
17-2S-29E R/P OF PT OF ROYAL PALMS UNIT 2A LOT 6 BLK 11 Atlantic Beach, Florida

Dear Property Owner:

Please be advised, the City of Atlantic Beach Code of Ordinances includes rules and regulations governing construction activities and also maintenance standards for property within the City. These standards are set forth in the International Property Maintenance Code and the Florida Building Code and were adopted as part of the City of Atlantic Beach Code of Ordinances in Chapter 6, Article II, Section 6-16.

A code enforcement inspection at 440 IREX RD was conducted on 1/2/2025. The City of Atlantic Beach Code Enforcement has found your property to be in violation of the City of Atlantic Beach Code of Ordinances:

**NATURE OF VIOLATION:** In accordance with code, all fences must be maintained and can not be in a state of disrepair. The fence at the above referenced property is in need of maintenance. There are bent/loose top rails, leaning fencing, and the gate is broken.

**APPLICABLE CODE:** Sec. 24-157 (e) Maintenance of fences. Fences that have been allowed to deteriorate to an excessive degree have a negative impact on property values and the quality of neighborhoods. Fences that are in a state of neglect, damage or disrepair, shall be repaired, replaced or removed.

Unacceptable fences are identified as those containing any of the following characteristics that can be easily observed from the street or by a neighboring property. 1. Components of the Fence are broken, bent, visibly rusted or corroded. 2. Portions of the fence are no longer connected to the support posts and rails. 3. Any components are rotten, broken or missing. 4. Weeds are overtaking the fence.

**ACTION TO CORRECT:** This letter requests that the noted violation(s) be corrected by repairing the fence within thirty (30) days of the receipt of this notice.

Thank you for your cooperation in this matter. Failure to correct the violation by the required date may result in this case being referred to the Code Enforcement Special Magistrate resulting in fines up to two hundred fifty dollars (\$250.00) per day. Upon completion of the action required, it is your responsibility to contact me and arrange for an inspection to verify compliance. Please contact Atlantic Beach Code Enforcement at (904) 247-5855 or [code@coab.us](mailto:code@coab.us) if you have any questions or need additional information.

I, Angela Irizarry hereby swear and affirm that the above statement is true and accurate.

Sincerely,  
  
Angela Irizarry  
CODE ENFORCEMENT



## CITY OF ATLANTIC BEACH

800 SEMINOLE ROAD  
ATLANTIC BEACH, FL 32233  
PHONE (904) 247-5800

### CERTIFIED RETURN RECEIPT

7012 2210 0001 1385 4821

2/10/2025

BROWN LARRY C.  
440 IREX RD  
ATLANTIC BEACH, FL 32233-3904

**Real Estate Number:** 171423 0000    **Case Number:** 25-001    **Location of Violation:** 440 IREX RD, 31-16  
17-2S-29E R/P OF PT OF ROYAL PALMS UNIT 2A LOT 6 BLK 11 Atlantic Beach, Florida

Dear Property Owner:

Please be advised, the City of Atlantic Beach Code of Ordinances includes rules and regulations governing construction activities and also maintenance standards for property within the City. These standards are set forth in the International Property Maintenance Code and the Florida Building Code and were adopted as part of the City of Atlantic Beach Code of Ordinances in Chapter 6, Article II, Section 6-16.

A code enforcement inspection at 440 IREX RD was conducted on 1/2/2025 & 2/10/2025. The City of Atlantic Beach Code Enforcement has found your property to be in violation of the City of Atlantic Beach Code of Ordinances:

**NATURE OF VIOLATION:** In accordance with code, all fences must be maintained and can not be in a state of disrepair. The fence at the above referenced property is in need of maintenance. There are bent/loose top rails, leaning fencing, and the gate is broken.

**APPLICABLE CODE:** Sec. 24-157 (e) Maintenance of fences. Fences that have been allowed to deteriorate to an excessive degree have a negative impact on property values and the quality of neighborhoods. Fences that are in a state of neglect, damage or disrepair, shall be repaired, replaced or removed.

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**ACTION TO CORRECT:** This letter requests that the noted violation(s) be corrected by repairing the fence within thirty (30) days from receipt of this notice.

Thank you for your cooperation in this matter. Failure to correct the violation by the required date will result in this case being referred to the Code Enforcement Special Magistrate resulting in fines up to two hundred fifty dollars (\$250.00) per day. Upon completion of the action required, it is your responsibility to contact me and arrange for an inspection to verify compliance. Please contact Atlantic Beach Code Enforcement at (904) 247-5855 or [code@coab.us](mailto:code@coab.us) if you have any questions or need additional information.

I, Angela Irizarry hereby swear and affirm that the above statement is true and accurate.

Sincerely,

Angela Irizarry  
CODE ENFORCEMENT

# 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:

BROWN LARRY  
440 DEX Rd  
Atlantic Beach FL 32233  
CE-25-001



9590 9402 5982 0062 6051 66

2. Article Number (Transfer from service label)

7012 2210 0001 1385 4821

# COMPLETE THIS SECTION ON DELIVERY

A. Signature

X *Berbara Brown*

☐ Agent

☐ Addressee

B. Received by (Printed Name)

*Berbara Brown*

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
- ☐ Insured Mail
- ☐ Mail Restricted Delivery

☐ Priority Mail Express®

☐ Registered Mail™

☐ Registered Mail Restricted Delivery

☐ Return Receipt for Merchandise

☐ Signature Confirmation™

☐ Signature Confirmation Restricted Delivery





**United States  
Postal Service**

**City of Atlantic Beach**  
**Attn: Code Enforcement**  
**800 Seminole Road**  
**Atlantic Beach, FL 32233**

RECEIVED

FEB 18

[illegible]

~~Agenda Item #5.A.~~  
01 May 2025



**CODE ENFORCEMENT**  
**CITY OF ATLANTIC BEACH, FLORIDA**  
**NOTICE OF HEARING**

3/25/2025

**Case Number:** 25-001

BROWN LARRY C.  
440 IREX RD  
ATLANTIC BEACH, FL 32233-3904

**Certified Mail Return Receipt:**  
7012 2210 0001 1385 4616

**Property Address:** 440 IREX RD  
ATLANTIC BEACH, FL

Dear Respondent:

You are hereby notified and ordered to appear at the next public hearing of the Code Enforcement Special Magistrate on **May1, 2025 at 2:00 pm** at Atlantic Beach City Hall, Commission Chamber, 800 Seminole Road, to answer and be heard on the following alleged violations on the property known as 440 IREX RD, 31-16 17-2S-29E R/P OF PT OF ROYAL PALMS UNIT 2A LOT 6 BLK 11 Atlantic Beach, Florida.

The City of Atlantic Beach adopted the International Property Maintenance Code and the Florida Building Code as part of the City of Atlantic Beach Code of Ordinances in Chapter 6, Article II, Section 6-16.

**International Property Maintenance Code / City Code of Ordinances**

Sec. 24-157 (e) Maintenance of fences. Fences that have been allowed to deteriorate to an excessive degree have a negative impact on property values and the quality of neighborhoods. Fences that are in a state of neglect, damage or disrepair, shall be repaired, replaced or removed.

Unacceptable fences are identified as those containing any of the following characteristics that can be easily observed from the street or by a neighboring property. 1. Components of the Fence are broken, bent, visibly rusted or corroded. 2. Portions of the fence are no longer connected to the support posts and rails. 3. Any components are rotten, broken or missing. 4. Weeds are overtaking the fence.

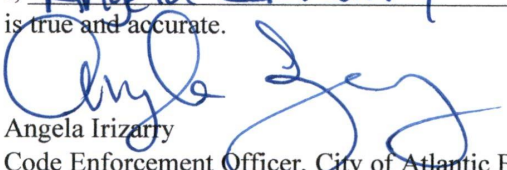
**STATEMENT OF CODE ENFORCEMENT OFFICER:** In accordance with applicable code regulations, all fences must be properly maintained and must not be in a state of disrepair. It has been observed that the fence at the above-mentioned property requires attention and maintenance. Specifically, there are issues with bent and/or loose top rails, sections of the fence that are leaning, and a broken gate.

If the violation is corrected and then recurs or if the violation was not corrected by the time specified for correction by the Code Enforcement Officer in the Notice of Violation that you received, the case may be presented to the Code Enforcement Special Magistrate even if the violation has been corrected prior to the hearing.


Page 1 of 2

You have the right to obtain an attorney at your own expense and to present witnesses on your behalf. If you desire to have witnesses subpoenaed or if you have questions regarding the procedure, please contact the City Clerk's office within five days of the receipt of this notice at (904) 247-5821. Please note the presence of a court reporter for the purpose of ensuring a verbatim record in the event an appeal should be secured at your expense.

I, Angela Irizarry, hereby swear and affirm that the above statement is true and accurate.

  
Angela Irizarry  
Code Enforcement Officer, City of Atlantic Beach

ATTEST:

  
Michelle Weippert, Records Management Specialist



**CODE ENFORCEMENT  
CITY OF ATLANTIC BEACH, FLORIDA**

**NOTICE OF HEARING**

**POSTED ON PROPERTY AND  
ATLANTIC BEACH CITY HALL**

**DATE:** 4/21/2025

3/25/2025

**Case Number:** 25-001

BROWN LARRY C.  
440 IREX RD  
ATLANTIC BEACH, FL 32233-3904

**Certified Mail Return Receipt:**  
7012 2210 0001 1385 4616

**Property Address:** 440 IREX RD  
ATLANTIC BEACH, FL

Dear Respondent:

You are hereby notified and ordered to appear at the next public hearing of the Code Enforcement Special Magistrate on **May1, 2025 at 2:00 pm** at Atlantic Beach City Hall, Commission Chamber, 800 Seminole Road, to answer and be heard on the following alleged violations on the property known as 440 IREX RD, 31-16 17-2S-29E R/P OF PT OF ROYAL PALMS UNIT 2A LOT 6 BLK 11 Atlantic Beach, Florida.

The City of Atlantic Beach adopted the International Property Maintenance Code and the Florida Building Code as part of the City of Atlantic Beach Code of Ordinances in Chapter 6, Article II, Section 6-16.

**International Property Maintenance Code / City Code of Ordinances**

Sec. 24-157 (e) Maintenance of fences. Fences that have been allowed to deteriorate to an excessive degree have a negative impact on property values and the quality of neighborhoods. Fences that are in a state of neglect, damage or disrepair, shall be repaired, replaced or removed.

Unacceptable fences are identified as those containing any of the following characteristics that can be easily observed from the street or by a neighboring property. 1. Components of the Fence are broken, bent, visibly rusted or corroded. 2. Portions of the fence are no longer connected to the support posts and rails. 3. Any components are rotten, broken or missing. 4. Weeds are overtaking the fence.

**STATEMENT OF CODE ENFORCEMENT OFFICER:** In accordance with applicable code regulations, all fences must be properly maintained and must not be in a state of disrepair. It has been observed that the fence at the above-mentioned property requires attention and maintenance. Specifically, there are issues with bent and/or loose top rails, sections of the fence that are leaning, and a broken gate.

If the violation is corrected and then recurs or if the violation was not corrected by the time specified for correction by the Code Enforcement Officer in the Notice of Violation that you received, the case may be presented to the Code Enforcement Special Magistrate even if the violation has been corrected prior to the hearing.

Page 1 of 2

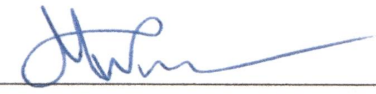


You have the right to obtain an attorney at your own expense and to present witnesses on your behalf. If you desire to have witnesses subpoenaed or if you have questions regarding the procedure, please contact the City Clerk's office within five days of the receipt of this notice at (904) 247-5821. Please note the presence of a court reporter for the purpose of ensuring a verbatim record in the event an appeal should be secured at your expense.

I, Angela Irizarry, hereby swear and affirm that the above statement is true and accurate.

  
Angela Irizarry  
Code Enforcement Officer, City of Atlantic Beach

ATTEST:

  
\_\_\_\_\_  
Michelle Weippert, Records Management Specialist





# Case Details

City of Atlantic Beach

Case Number  
**25-052**

Description: OVERGROWN		Status: ACTIVE CASE	
Type: CODE ENFORCEMENT		Subtype: RESIDENTIAL	
Opened: 3/18/2025	Closed:	Last Action: 4/24/2025	Flw Up: 4/16/2025
Site Address: 346 SARGO RD ATLANTIC BEACH, FL 32233			
Site APN: 171686 0000		Officer: Angela Irizarry	
Details:			

CHRONOLOGY				
CHRONOLOGY TYPE	STAFF NAME	ACTION DATE	COMPLETION DATE	NOTES
NOV REG	Angela Irizarry	3/18/2025	3/18/2025	
EMAIL SENT	Angela Irizarry	3/25/2025	3/25/2025	Emailed violation notice to tglavin@gatepetro.com. Received auto reply that he is out of the office until next Monday.
EMAIL SENT	Angela Irizarry	3/25/2025	3/25/2025	<p>Sent copy of Certified letter to property owner via email.</p> <p>From: Irizarry,Angela Sent: Tuesday, March 25, 2025 2:53 PM To: Tom Glavin &lt;TGlavin@gatepetro.com&gt; Subject: RE: Sargo</p> <p>Dear Tom,</p> <p>I hope this message finds you well.</p> <p>I am writing to follow up regarding the property. Despite my previous letter sent on the 18th, it appears that the property has not been mowed yet and is once again overgrown. This constitutes a continued violation.</p> <p>Please be advised that a follow-up letter has been mailed today regarding this matter. I</p>

Printed: Monday, 28 April, 2025





## Case Details

City of Atlantic Beach

Case Number

**25-052**

				<p>kindly request that this issue be addressed promptly.</p> <p>Angela Irizarry, GIS Coordinator &amp; Code Enforcement Officer City of Atlantic Beach 800 Seminole Road, Atlantic Beach, FL 32233 (904) 247-5855   www.coab.us</p>
NOV CERT	Angela Irizarry	3/25/2025	3/25/2025	<p>Sent Cert to the mailing address given by Mr. Glavin. Sent it regular usps mail to the PAO address.</p> <p>Emailed copy of certified letter to Mr. Glavin</p>
EMAIL RECEIVED	Angela Irizarry	3/26/2025	3/26/2025	<p>From: Tom Glavin &lt;TGlavin@gatepetro.com&gt; Sent: Wednesday, March 26, 2025 11:58 AM To: Irizarry,Angela &lt;alrizarry@coab.us&gt; Subject: Re: Sargo</p> <p>I am so sorry. I have not seen the letter and I am on vacation all this week. I will be sure to have this handled as soon as I return. I apologize. Please confirm the address for the letter, I believe it is going to my old residence. My daughter lives there so I will check with her.</p> <p>Sent from my iPad</p>
EMAIL RECEIVED	Angela Irizarry	3/26/2025	3/26/2025	<p>From: Tom Glavin &lt;TGlavin@gatepetro.com&gt; Sent: Wednesday, March 26, 2025 9:39 PM To: Irizarry,Angela &lt;alrizarry@coab.us&gt; Subject: Re: Sargo</p> <p>Ok, I will check.</p> <p>My OLD address is the Wood Duck Hollow address where my daughter lves.</p> <p>My new address for the past 15 months has been 9920 Cove View Dr.</p>

Printed: Monday, 28 April, 2025





# Case Details

City of Atlantic Beach

Case Number

**25-052**

				Sent from my iPad
EMAIL SENT	Angela Irizarry	3/26/2025	3/26/2025	<p>From: Irizarry,Angela Sent: Wednesday, March 26, 2025 1:25 PM To: Tom Glavin &lt;TGlavin@gatepetro.com&gt; Subject: RE: Sargo</p> <p>I sent it to both addresses. The one that is your official address per the Duval County Property Appraiser office (it hasn't changed yet) and to the new mailing address you gave us.</p> <p>1158 WOOD DUCK HOLLOW 9920 COVE VIEW DR E</p>
NOTICE OF HEARING	Angela Irizarry	4/7/2025	4/7/2025	
CMRR STATUS UPDATE	Angela Irizarry	4/15/2025	4/15/2025	Received signed green card
CODE ENFORCEMENT AGENDA	Angela Irizarry	4/24/2025	4/28/2025	

## CONTACTS

NAME TYPE	NAME	ADDRESS	PHONE	FAX	EMAIL
ADDITIONAL CONTACT 1	GLAVIN THOMAS	9920 COVE VIEW DR E JACKSONVILLE, FL 32257			
OWNER	GLAVIN THOMAS	1158 WOOD DUCK HOLLOW JACKSONVILLE, FL 32259			

## INSPECTIONS

Printed: Monday, 28 April, 2025





# Case Details

City of Atlantic Beach

Case Number  
**25-052**

INSPECTION TYPE	INSPECTOR	SCHEDULED DATE	COMPLETED DATE	RESULT	REMARKS	NOTES
INITIAL INSPECTION	AI	3/17/2025	3/17/2025	VIOLATION FOUND		
REINSPECTION	AI	3/25/2025	3/25/2025	VIOLATION CONTINUES		
REINSPECTION	AI	4/4/2025	4/7/2025	VIOLATION CONTINUES		
REINSPECTION	AI	4/17/2025	4/17/2025	VIOLATION CORRECTED		Lawn has been mowed. Property is scheduled for 5/1/2025 CE hearing.

VIOLATIONS						
VIOLATION TYPE	USER NAME	OBSERVED DATE	CORRECTED DATE	LOCATION	REMARKS	NOTES
WEEDS	Angela Irizarry	3/18/2025				IPMC Sec. 302.4 Weeds. All premises and exterior property shall be maintained free from weeds or plant growth in excess of twelve (12) inches. All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.

3/18/25, 8:25 AM

Property Appraiser - Property Details

Property taxes are subject to change upon change of ownership.

- Past taxes are not a reliable projection of future taxes.
- The sale of property will prompt the removal of all exemptions, assessment caps and special classifications.

**GLAVIN THOMAS M**  
1158 WOOD DUCK HOLLOW  
JACKSONVILLE, FL 32259

**Primary Site Address**  
346 SARGO RD  
Atlantic Beach FL 32233-

**Official Record Book/Page**  
19511-01835

**Tile #**  
9417

**346 SARGO RD**  
Property Detail

<b>RE #</b>	171686-0000
<b>Tax District</b>	USD3
<b>Property Use</b>	0100 Single Family
<b># of Buildings</b>	1
<b>Legal Desc.</b>	For full legal description see Land & Legal section below
<b>Subdivision</b>	03123 ROYAL PALMS UNIT 02A3.00
<b>Total Area</b>	7502

The sale of this property may result in higher property taxes. For more information go to [Save Our Homes](#) and our [Property Tax Estimator](#). 'In Progress' property values, exemptions and other supporting information on this page are part of the working tax roll and are subject to change. Certified values listed in the Value Summary are those certified in October, but may include any official changes made after certification [Learn how the Property Appraiser's Office values property.](#)

Value Summary

Value Description	2024 Certified	2025 In Progress
<b>Value Method</b>	CAMA	CAMA
<b>Total Building Value</b>	\$86,167.00	\$86,167.00
<b>Extra Feature Value</b>	\$4,502.00	\$4,502.00
<b>Land Value (Market)</b>	\$290,000.00	\$290,000.00
<b>Land Value (Agric.)</b>	\$0.00	\$0.00
<b>Just (Market) Value</b>	\$380,669.00	\$380,669.00
<b>Assessed Value</b>	\$316,606.00	\$348,266.00
<b>Cap Diff/Portability Amt</b>	\$64,063.00 / \$0.00	\$32,403.00 / \$0.00
<b>Exemptions</b>	\$0.00	See below
<b>Taxable Value</b>	\$316,606.00	See below

**Taxable Values and Exemptions – In Progress**

If there are no exemptions applicable to a taxing authority, the Taxable Value is the same as the Assessed Value listed above in the Value Summary box.

County/Municipal Taxable Value  
No applicable exemptions

SJRWMD/FIND Taxable Value  
No applicable exemptions

School Taxable Value  
No applicable exemptions

**Sales History**

Book/Page	Sale Date	Sale Price	Deed Instrument Type Code	Qualified/Unqualified	Vacant/Improved
<a href="#">19511-01835</a>	12/16/2020	\$280,000.00	WD - Warranty Deed	Qualified	Improved
<a href="#">09286-01903</a>	4/25/1999	\$100.00	QC - Quit Claim	Unqualified	Improved
<a href="#">06421-00346</a>	10/30/1987	\$59,000.00	WD - Warranty Deed	Unqualified	Improved
<a href="#">05866-00201</a>	10/15/1984	\$46,500.00	WD - Warranty Deed	Unqualified	Improved

**Extra Features**

LN	Feature Code	Feature Description	Bldg.	Length	Width	Total Units	Value
1	SFRR2	Sun Room Fla Room	1	16	14	224.00	\$4,502.00

**Land & Legal**

Land

LN	Code	Use Description	Zoning Assessment	Front	Depth	Category	Land Units	Land Type	Land Value
1	0100	RES LD 3-7 UNITS PER AC	ARS-1	80.00	93.00	Common	1.00	Lot	\$290,000.00

Legal

LN	Legal Description
1	31-16 17-25-29E
2	R/P OF PT OF ROYAL PALMS UNIT 2 A
3	LOT 18 BLK 24

**Buildings**

Building 1

Building 1 Site Address  
346 SARGO RD Unit  
Atlantic Beach FL 32233-

<b>Building Type</b>	0101 - SFR 1 STORY
<b>Year Built</b>	1961
<b>Building Value</b>	\$86,167.00

Type	Gross Area	Heated Area	Effective Area
------	------------	-------------	----------------

Element	Code	Detail
Exterior Wall	6	6 Vertical Sheet
Exterior Wall	20	20 Face Brick
Roof Struct	3	3 Gable or Hip
Roofing Cover	3	3 Asph/Comp Shng
Interior Wall	5	5 Drywall
Int Flooring	11	11 Cer Clay Tile
Int Flooring	14	14 Carpet
Heating Fuel	4	4 Electric

<https://paopropertysearch.coj.net/Basic/Detail.aspx?RE=1716860000>

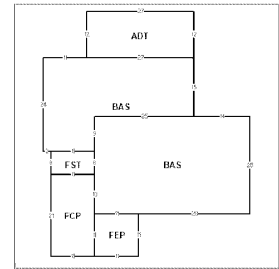
1/2

3/18/25, 8:25 AM

Property Appraiser - Property Details

Addition	324	324	292
Base Area	687	687	687
Base Area	975	975	975
Finished End Porch	121	0	73
Finished Carport	231	0	58
Finished Storage	66	0	33
Total	2404	1986	2118

Heating Type	4	4 Forced-Ducted
Air Cond	3	3 Central
<b>Element</b>	<b>Code</b>	<b>Detail</b>
Stories	1.000	
Bedrooms	3.000	
Baths	1.500	
Rooms / Units	1.000	



**2024 Notice of Proposed Property Taxes Notice (TRIM Notice)**

Taxing District	Assessed Value	Exemptions	Taxable Value	Last Year	Proposed	Rolled-back
Gen Govt Beaches	\$316,606.00	\$0.00	\$316,606.00	\$2,318.06	\$2,541.14	\$2,365.62
Public Schools: By State Law	\$380,669.00	\$0.00	\$380,669.00	\$994.78	\$1,177.03	\$1,198.73
By Local Board	\$380,669.00	\$0.00	\$380,669.00	\$702.56	\$855.74	\$842.57
FL Inland Navigation Dist.	\$316,606.00	\$0.00	\$316,606.00	\$8.32	\$9.12	\$8.42
Atlantic Beach	\$316,606.00	\$0.00	\$316,606.00	\$820.51	\$982.59	\$827.01
Water Mgmt Dist. SJRWMD	\$316,606.00	\$0.00	\$316,606.00	\$51.78	\$56.77	\$53.38
School Board Voted	\$380,669.00	\$0.00	\$380,669.00	\$312.53	\$380.67	\$380.67
Urban Service Dist3	\$316,606.00	\$0.00	\$316,606.00	\$0.00	\$0.00	\$0.00
			Totals	\$5,208.54	\$6,003.06	\$5,676.40
Description	Just Value	Assessed Value	Exemptions	Taxable Value		
<b>Last Year</b>	\$312,528.00	\$288,812.00	\$0.00	\$288,812.00		
<b>Current Year</b>	\$380,669.00	\$316,606.00	\$0.00	\$316,606.00		

**2024 TRIM Property Record Card (PRC)**

This PRC reflects property details and values at the time of the original mailing of the Notices of Proposed Property Taxes (TRIM Notices) in August.

**Property Record Card (PRC)**

The PRC accessed below reflects property details and values at the time of Tax Roll Certification in October of the year listed.

**2024**

**2023**

**2022**

**2021**

**2020**

**2019**

**2018**

**2017**

**2016**

**2015**

1 2

- To obtain a historic Property Record Card (PRC) from the Property Appraiser's Office, submit your request here: [\[Link\]](#)

**More Information**

[Contact Us](#) | [Parcel Tax Record](#) | [GIS Map](#) | [Map this property on Google Maps](#) | [City Fees Record](#)



## CITY OF ATLANTIC BEACH

800 SEMINOLE ROAD  
ATLANTIC BEACH, FL 32233  
PHONE (904) 247-5800

3/18/2025

GLAVIN THOMAS  
1158 WOOD DUCK HOLLOW  
JACKSONVILLE, FL 32259

**Real Estate Number:** 171686 0000 **Case Number:** 25-052

**Location of Violation:** 346 SARGO RD, 31-16 17-2S-29E R/P OF PT OF ROYAL PALMS UNIT 2 A  
LOT 18 BLK 24 Atlantic Beach, Florida

Dear Property Owner:

Please be advised, the City of Atlantic Beach Code of Ordinances includes rules and regulations governing construction activities and also maintenance standards for property within the City. These standards are set forth in the International Property Maintenance Code and the Florida Building Code and were adopted as part of the City of Atlantic Beach Code of Ordinances in Chapter 6, Article II, Section 6-16.

A code enforcement inspection at 346 SARGO RD was conducted on 3/17/2025. The City of Atlantic Beach Code Enforcement has found your property to be in violation of the City of Atlantic Beach Code of Ordinances:

### **NATURE OF VIOLATION:**

It has come to our attention that the lot is currently in violation of the International Property Maintenance Code (IPMC), Section 302.4, which addresses the management of weeds on premises.

Specifically, the lot is overgrown with weeds and plant growth that exceeds the allowable height of twelve (12) inches, as stipulated in IPMC Section 302.4. This section mandates that all premises and exterior properties be maintained free from weeds or plant growth in excess of twelve inches, and prohibits the growth of noxious weeds.

**APPLICABLE CODE:** IPMC Sec. 302.4 Weeds. All premises and exterior property shall be maintained free from weeds or plant growth in excess of twelve (12) inches. All noxious weeds shall be prohibited. Weeds shall be defined as all grasses, annual plants and vegetation, other than trees or shrubs provided; however, this term shall not include cultivated flowers and gardens.

**ACTION TO CORRECT:** This letter requests that the noted violation(s) be corrected by mowing the lawn within five (5) days of the receipt of this notice.

Thank you for your cooperation in this matter. Failure to correct the violation by the required date may result in this case being referred to the Code Enforcement Special Magistrate resulting in fines up to two hundred fifty dollars (\$250.00) per day. Upon completion of the action required, it is your responsibility to contact me and arrange for an inspection to verify compliance. Please contact Atlantic Beach Code

Enforcement at (904) 247-5855 or [code@coab.us](mailto:code@coab.us) if you have any questions or need additional information.

I, Angela Irizarry hereby swear and affirm that the above statement is true and accurate.

Sincerely,

  
Angela Irizarry  
CODE ENFORCEMENT

cc: GLAVIN THOMAS  
9920 COVE VIEW DR E  
JACKSONVILLE, FL 32259





**City of Atlantic Beach**  
800 Seminole Road  
Atlantic Beach, Florida 32233

JACKSONVILLE FL 320

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FIRST-CLASS MAIL  
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**\$000.69<sup>0</sup>**

03/19/2025 ZIP 32233  
043M31249185

US POSTAGE

*Angela*

GLAVIN THOMAS  
1158 WOOD DUCK HOLLOW  
JACKSONVILLE, FL 32259

**Real Estate Number: 171686 0000 Case Num**

32259-25461  
32259-25461

326 NFE 1 C23F0003/25/25  
FORWARD TIME EXP RTN TO SEND  
GLAVIN THOMAS  
9920 COVE VIEW DR E  
JACKSONVILLE FL 32257-5840

RETURN TO SENDER





## CITY OF ATLANTIC BEACH

800 SEMINOLE ROAD  
ATLANTIC BEACH, FL 32233  
PHONE (904) 247-5800

### CERTIFIED RETURN RECEIPT

7012 2210 0001 1385 4609

3/25/2025

GLAVIN THOMAS  
9920 COVE VIEW DR E  
JACKSONVILLE, FL 32257

**Real Estate Number:** 171686 0000 **Case Number:** 25-052

**Location of Violation:** 346 SARGO RD, 31-16 17-2S-29E R/P OF PT OF ROYAL PALMS UNIT 2 A  
LOT 18 BLK 24 Atlantic Beach, Florida

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I, Angela Irizarry hereby swear and affirm that the above statement is true and accurate.

Sincerely,



Angela Irizarry  
CODE ENFORCEMENT

cc: GLAVIN THOMAS  
1158 WOOD DUCK HOLLOW  
JACKSONVILLE, FL 32259  
VIA REGULAR USPS MAIL

email: [tglavin@gatepetro.com](mailto:tglavin@gatepetro.com)

4/28/25, 2:04 PM

USPS.com® - USPS Tracking® Results

# USPS Tracking®

FAQs >

Tracking Number:

Remove X

**70122210000113854609**

Copy

Add to Informed Delivery (<https://informedelivery.usps.com/>)

## Latest Update

Your item was picked up at the post office at 11:32 am on April 11, 2025 in JACKSONVILLE, FL 32257.

Get More Out of USPS Tracking:

USPS Tracking Plus®

## Delivered

Delivered, Individual Picked Up at Post Office

JACKSONVILLE, FL 32257

April 11, 2025, 11:32 am

See All Tracking History

[What Do USPS Tracking Statuses Mean? \(https://faq.usps.com/s/article/Where-is-my-package\)](https://faq.usps.com/s/article/Where-is-my-package)

Text & Email Updates



USPS Tracking Plus®



Product Information



See Less ^

Track Another Package

Enter tracking or barcode numbers

Feedback

4/28/25, 2:04 PM

USPS.com® - USPS Tracking® Results

## Need More Help?

Contact USPS Tracking support for further assistance.

**FAQs**





**CODE ENFORCEMENT**  
**CITY OF ATLANTIC BEACH, FLORIDA**  
**NOTICE OF HEARING**

4/7/2025

**Case Number:** 25-052

GLAVIN THOMAS  
9920 COVE VIEW DR E  
JACKSONVILLE, FL 32257

**Certified Mail Return Receipt:**  
9589 0710 5270 1906 7669 74

**Property Address:** 346 SARGO RD  
ATLANTIC BEACH, FL

Dear Respondent:

You are hereby notified and ordered to appear at the next public hearing of the Code Enforcement Special Magistrate on **May1, 2025 at 2:00 pm** at Atlantic Beach City Hall, Commission Chamber, 800 Seminole Road, to answer and be heard on the following alleged violations on the property known as 346 SARGO RD, 31-16 17-2S-29E R/P OF PT OF ROYAL PALMS UNIT 2 A LOT 18 BLK 24 Atlantic Beach, Florida.

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**International Property Maintenance Code / City Code of Ordinances**

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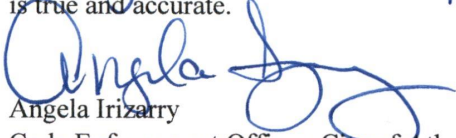
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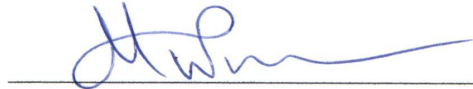
Page 1 of 2

You have the right to obtain an attorney at your own expense and to present witnesses on your behalf. If you desire to have witnesses subpoenaed or if you have questions regarding the procedure, please contact the City Clerk's office within five days of the receipt of this notice at (904) 247-5821. Please note the presence of a court reporter for the purpose of ensuring a verbatim record in the event an appeal should be secured at your expense.

I, Angela Irizarry, hereby swear and affirm that the above statement is true and accurate.

  
Angela Irizarry  
Code Enforcement Officer, City of Atlantic Beach

ATTEST:

  
Michelle Weippert, Records Management Specialist

# 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:

Glawin, Thomas  
9920 Cove View Dr E  
Jacksonville FL, 32257  
Case #25-052



9590 9402 9145 4225 8058 56

2. Article Number (Transfer from service label)

9589 0710 5270 1906 7669 74

# COMPLETE THIS SECTION ON DELIVERY

A. Signature

X

*Jimmy L...*

☐ Agent

☐ Addressee

B. Received by (Printed Name)

*J. F. ...*

C. Date of Delivery

*4/11/25*

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
- ☐ Insured Mail
- ☐ Registered Mail Restricted Delivery

☐ Priority Mail Express®

☐ Registered Mail™

☐ Registered Mail Restricted Delivery

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Domestic Return Receipt



**Irizarry,Angela**

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**From:** Tom Glavin <TGlavin@gatepetro.com>  
**Sent:** Monday, April 14, 2025 8:19 AM  
**To:** Irizarry,Angela  
**Subject:** RE: Sargo

Morning Angela,

I took care of the yard this past weekend.

Also as an update, I have been trying for the past month and half to have someone remove the chain linked fence in its totality and have had at least 20 people say they would come remove it but I need to be there when they do, so far a few have not shown up as intended.

Also I tried to have a few lawn folks simply cut my lawn and same issue, no show.

As mentioned previously, the house is finally back on track to complete the renovation, including the landscaping so hopefully within the next 60-75 days the Reno will be complete and the landscaping will be starting.



**Thomas M. Glavin**  
VP -Director of Risk Management  
Gate Petroleum Company  
9540 San Jose Boulevard  
P.O. Box 23627  
Jacksonville, FL 32241-3627  
tglavin@gatepetro.com  
904-448-3033 (office)  
904-732-7661 (fax)

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**From:** Tom Glavin  
**Sent:** Wednesday, March 26, 2025 9:39 PM  
**To:** Irizarry,Angela <alrizarry@coab.us>  
**Subject:** Re: Sargo

Ok, I will check.

My OLD address is the Wood Duck Hollow address where my daughter Ives.

My new address for the past 15 months has been 9920 Cove View Dr.

Sent from my iPad

On Mar 26, 2025, at 11:25 AM, Irizarry,Angela <[alrizarry@coab.us](mailto:alrizarry@coab.us)> wrote:

**EXTERNAL EMAIL:** Email did not originate from GATE. Use caution before opening.

I sent it to both addresses. The one that is your official address per the Duval County Property Appraiser office (it hasn't changed yet) and to the new mailing address you gave us.

1158 WOOD DUCK HOLLOW  
9920 COVE VIEW DR E

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**From:** Tom Glavin <[TGlavin@gatepetro.com](mailto:TGlavin@gatepetro.com)>  
**Sent:** Wednesday, March 26, 2025 11:58 AM  
**To:** Irizarry,Angela <[alrizarry@coab.us](mailto:alrizarry@coab.us)>  
**Subject:** Re: Sargo

I am so sorry. I have not seen the letter and I am on vacation all this week. I will be sure to have this handled as soon as I return. I apologize. Please confirm the address for the letter, I believe it is going to my old residence. My daughter lives there so I will check with her.

Sent from my iPad

On Mar 25, 2025, at 12:53 PM, Irizarry,Angela <[alrizarry@coab.us](mailto:alrizarry@coab.us)> wrote:

**EXTERNAL EMAIL:** Email did not originate from GATE. Use caution before opening.

Dear Tom,

I hope this message finds you well.

I am writing to follow up regarding the property. Despite my previous letter sent on the 18th, it appears that the property has not been mowed yet and is once again overgrown. This constitutes a continued violation.

Please be advised that a follow-up letter has been mailed today regarding this matter. I kindly request that this issue be addressed promptly.

Angela Irizarry,  
GIS Coordinator &  
Code Enforcement Officer  
City of Atlantic Beach  
800 Seminole Road, Atlantic Beach, FL 32233  
(904) 247-5855 | [www.coab.us](http://www.coab.us)

Want to receive City of Atlantic Beach news by email? Just say so in an email to [info@coab.us](mailto:info@coab.us).  
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**request. Your email communications, including your email address, may therefore be subject to public disclosure.**

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**From:** Tom Glavin <[TGlavin@gatepetro.com](mailto:TGlavin@gatepetro.com)>  
**Sent:** Friday, October 6, 2023 2:58 PM  
**To:** Irizarry,Angela <[alrizarry@coab.us](mailto:alrizarry@coab.us)>  
**Subject:** FW: Sargo

Hi Angela,  
Please pictures taken about 10 -14 days ago at 346 Sargo Rd.  
They finally did clean up the debris that was on the side of the house.  
I apologize as I do not get out to the house much, maybe once every few months.  
I had previously asked them to remove all the debris and though they had but apparently they had not.  
But by time I received your 9/20/23 letter they had it all picked up.

So sorry for the complaints – and I don't blame the neighbors.  
The good news is, I am finally pushing ahead with all the renovations an hope to be done by the end of November at which time it will look beautiful and put on the market for sale!!

<image001.png>

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**From:** Tom Glavin <[TGlavin@gatepetro.com](mailto:TGlavin@gatepetro.com)>  
**Sent:** Friday, October 6, 2023 2:53 PM  
**To:** Tom Glavin <[TGlavin@gatepetro.com](mailto:TGlavin@gatepetro.com)>  
**Subject:** Sargo

<image002.jpg>

<image003.jpg>

<image004.jpg>



Sent from my iPhone

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<CE 346 SARGO RD CASE #25-052.pdf>

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NO BINDING AGREEMENT. This email does not constitute an agreement to conduct transactions by electronic means and does not create any legally binding contract or enforceable obligation unless and

until approval and execution is provided in a formal writing by an authorized officer of our organization set forth in a separate document.

GATE Petroleum Company, 9540 San Jose Blvd., Jacksonville, Florida 32257, [904-737-7220](tel:904-737-7220), [GATE-inquiry@GATEpetro.com](mailto:GATE-inquiry@GATEpetro.com)

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**NO BINDING AGREEMENT.** This email does not constitute an agreement to conduct transactions by electronic means and does not create any legally binding contract or enforceable obligation unless and until approval and execution is provided in a formal writing by an authorized officer of our organization set forth in a separate document.

GATE Petroleum Company, 9540 San Jose Blvd., Jacksonville, Florida 32257, [904-737-7220](tel:904-737-7220), [GATE-inquiry@GATEpetro.com](mailto:GATE-inquiry@GATEpetro.com)