

1 TOWN OF PONCE INLET
2 **CODE ENFORCEMENT BOARD**
3 **HEARING MINUTES**
4 **October 26, 2020**

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6 **1. CALL TO ORDER:** The meeting was called to order at 9:30 a.m. in the Council
7 Chambers, 4300 S. Atlantic Avenue, Ponce Inlet, Florida.

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9 **2. PLEDGE OF ALLEGIANCE:** Chairman Villanella led attendees in the Pledge of
10 Allegiance.

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12 **3. ROLL CALL & DETERMINATION OF QUORUM:**

13 A quorum was established with the following members present:

14 Mr. Villanella, Chairman, Seat 2

15 Mr. Finch, Vice-Chairman, Seat 3

16 Mr. Michel, Seat 4

17 Ms. Cannon, Seat 5

18 Ms. Bullock, Alternate 1

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20 Member(s) absent:

21 Mr. Hinson, Seat 1

22
23 Staff present:

24 Attorney Cino, Code Board Attorney

25 Mr. Disher, Assistant Senior Director

26 Ms. Dean, Acting Board Secretary

27 Mr. Hooker, Code Compliance Manager

28 Attorney Smith, Town Attorney

29 Ms. Hugler, Office Manager, A/V

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31 **4. ADOPTION OF THE AGENDA:** Chairman Villanella asked if there were any changes
32 to the agenda; there were none.

33
34 Mr. Finch moved to adopt the agenda as presented; seconded by Mr. Villanella. The motion
35 PASSED 5-0, consensus.

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37 **5. EX-PARTE COMMUNICATION:** None.

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39 **6. ADMINISTERING THE OATH TO WITNESSES:** Attorney Cino administered the
40 *Oath* to witnesses who were present to testify.

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42 **7. APPROVAL OF THE MINUTES:**

43 A. September 28, 2020 – Chairman Villanella asked if there were any changes; there
44 were none.

46 Ms. Cannon moved to approve the September 28, 2020 hearing minutes as presented; seconded
47 by Mr. Michel. The motion PASSED 5-0, with the following vote: Mr. Finch - yes; Mr. Villanella
48 - yes; Mr. Michel - yes; Ms. Cannon - yes; Ms. Bullock - yes.

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50 **8. OLD BUSINESS:**

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52 A. Case #2020-374; property address: 4735 Dixie Drive

53 Owner(s): Raymond Webb

54 Violation(s): Working without permit(s)

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56 Mr. Hooker reviewed the history of the case and stated that the permits for this property have been
57 issued, one for the gas tank and one for the movable awning. The gas tank permit was issued on
58 September 11, 2020 and the awning permit was issued on September 16, 2020. As of this date,
59 there have been no inspections scheduled. Mr. Webb was notified that he would need to file a
60 Notice of Commencement for the awning permit. If a Notice of Commencement is not filed, an
61 inspection cannot take place. The permits are good for 6 months. Chairman Villanella asked if
62 there was anyone present to speak on this case; Mr. Webb was present to speak on his own behalf.
63 Mr. Webb stated that he had not called for inspections as the generator he ordered is out of stock
64 and he does not know when it will be available. The gas tank cannot be inspected until the
65 generator is installed. Once the generator is installed, Mr. Webb will call for all necessary
66 inspections. Mr. Webb will file the Notice of Commencement necessary to proceed with the
67 permit. Mr. Hooker stated that the case can be closed.

68

69 Mr. Finch moved to find the property out of compliance now in compliance and to assess the
70 Administrative Fee of \$250.00; seconded by Ms. Cannon. The motion PASSED 5-0, with the
71 following vote: Mr. Villanella - yes; Mr. Finch - yes; Mr. Michel - yes; Ms. Cannon - yes; Ms.
72 Bullock - yes.

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74 **9. ATTORNEY DISCUSSION:**

75 A. Third District Court of Appeal: Case #3D19-1954, City of Miami Beach vs. Natalie
76 Nichols. – Attorney Cino reviewed the information.

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78 **10. BOARD/STAFF DISCUSSION –**

79 A. Mr. Hooker invited the Board to attend a “Human Trafficking” seminar being held
80 at the Piggotte center in South Daytona on October 28th at 1pm as a training event.

81 B. The next Board meeting will take place on Monday, November 16, 2020 due to the
82 Thanksgiving Holiday.

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84 **11. ADJOURNMENT:** The hearing was adjourned at 09:51 AM.

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86 Respectfully submitted by,

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Lois Dean, Board Secretary