



CODE ENFORCEMENT BOARD  
*Summary of Actions*  
November 25, 2024

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1. **CALL TO ORDER:** *The hearing was called to order at 9:30 AM.*
2. **PLEDGE OF ALLEGIANCE:** *Led by Chair Finch.*
3. **ROLL CALL & DETERMINATION OF QUORUM:** *Five regular and two alternate members were present*
4. **ADOPTION OF AGENDA:** *Adopted as presented; 5-0.*
5. **DISCLOSURE OF EX-PARTE COMMUNICATION:** *Ms. Cannon disclosed she had a discussion with Ms. Noss regarding Item 9-C, Case #2024-706.*
6. **ADMINISTERING THE OATH TO WITNESSES:** *Performed by Attorney Cino.*
7. **APPROVAL OF THE MINUTES:**
  - A. June 24, 2024 – *Approved as presented; 5-0.*
8. **OLD BUSINESS:** *None*
9. **NEW BUSINESS:**
  - A. Case #2024-022; Property address: 4787 South Atlantic Avenue  
Owner(s): KM O'Donnell Port Orange, LLC  
c/o Kevin & Mary O'Donnell  
Alleged Violation(s): no address posted  
  
*The board found the property was in non-compliance; is now in compliance; assessed the \$250 administrative fee; and dismissed the case; PASSED, 5-0.*
  - B. Case #2024-752: Property Address: 4787 South Atlantic Avenue  
Owner(s): KM O'Donnell Port Orange, LLC  
c/o Kevin & Mary O'Donnell  
Alleged Violation(s): removal of protected vegetation  
  
*The board found the property in non-compliance; required the owner to contact the State within seven business days and copy the email to the Town; and to bring back at the next meeting for further adjudication; PASSED, 5-0.*
  - C. Case # 2024-706: Property Address 111 Beach Street  
Owner(s): Mary Callahan Noss  
Alleged Violation(s): Tree removal without valid permit

*The board found the property in non-compliance; assessed the \$250 administrative fee; require the owners to provide an arborist's report or obtain a permit if required; and bring back at the next meeting for further adjudication; PASSED, 5-0.*

- D. Case # 2024-728: Property Address: 96 Oceanview Avenue  
Owner(s): Julie Glass  
Alleged Violation(s): Line of sight requirements/corner lot

*The board found the property was in non-compliance; is now in compliance; assessed the \$250 administrative fee; and dismissed the case; PASSED, 5-0.*

- E. Case # 2024-758: Property Address 76 Glenview Avenue  
Owner(s): Ashley Beck  
Alleged Violation(s): Work without permits

*The board found the property was in non-compliance; granted 14 days or until December 9 to apply for the required permit; assessed the \$250 administrative fee; and to bring back at the next meeting for further adjudication; PASSED, 5-0.*

- F. Case # 2024-833: Property Address: 4699 South Atlantic Avenue  
Owner(s): Donna Loggie  
c/o Loggie Family Qualified Residence Trust  
Alleged Violation(s): Work without permits

*The board found the property was in non-compliance; assessed the \$250 administrative fee; and to bring back at the next meeting for further adjudication; PASSED, 5-0.*

10. **ATTORNEY DISCUSSION:** *None.*
11. **BOARD/STAFF DISCUSSION:** *Mr. Hooker introduced Ms. Bailey Hornbuckle, Code Administrative Assistant and Attorney Holli New. The Special Magistrate transition was discussed, noting the Request for Qualifications (RFQ) has been issued and is still open. A letter was submitted to the Florida Attorney General's Office requesting an opinion on Case # 2024-412 regarding rental properties; a response has not yet been received.*
12. **ADJOURNMENT:** *The meeting was adjourned at 11:12 a.m.*