



**MEMORANDUM**

**TOWN OF PONCE INLET – PLANNING & DEVELOPMENT DEPARTMENT**

*THE TOWN OF PONCE INLET STAFF SHALL BE PROFESSIONAL, CARING, AND FAIR IN DELIVERING COMMUNITY EXCELLENCE WHILE ENSURING PONCE INLET CITIZENS OBTAIN THE GREATEST VALUE FOR THEIR TAX DOLLAR.*

**TO:** Code Enforcement Board  
**THROUGH:** Drew Smith, Town Attorney  
**FROM:** David Hooker, Code Enforcement Officer  
**DATE:** December 30, 2015  
**DATE OF MEETING:** January 25, 2016

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**Case Number:** 39213  
**Address:** 4332 South Atlantic Avenue  
**Owner:** Ana Yeneic (ETALS)

**Alleged Violation:**  
Property maintenance issues (soffit and siding as well as pool safety barrier) need of repair.

**International Property Maintenance Code**  
Section 301.2 – Responsibility

**Brief History:**  
Case presented to this Board on October 26, 2015. The owners personal representative, Ms. Lightfoot, discussed the state of the ownership.

Board found the owners in violation of the cited section code, but wanted status reports every other month until the sale of the home.

**Recommendation:**  
Continue the monthly updates to this Board as requested until the sale of the home has been completed.

**Footnote:**  
As a reminder, code enforcement cases are quasi-judicial and receipt of any information outside of the public meeting on a case is strongly discouraged. If a board member obtains any information outside the public hearing process, this information must be disclosed in detail by the board member prior to the presentation of the case and may not be considered by the board member when making any decision related to the case.