

**Nassau County Florida – Code Enforcement
Lien Reduction Procedures**

The Nassau County Board of County Commissioners has the authority to reduce fines and liens, pursuant to Florida Statutes Chapter 162 as amended. **An entity requesting a release of lien has no right to the reduction or release of a fine or lien.** In evaluating requests for liens to be released or reduced, the Board of County Commissioners may consider the following:

1. The length of time the property was in violation prior to the lien being placed;
2. Whether the entity requesting the reduction owns other properties in Nassau County and how many have active code enforcement cases or code enforcement liens;
3. Whether the property owner, if different from the entity requesting the release, owns other properties in the County
4. Whether the entity requesting the reduction owned the property for which the lien was placed at the time the lien was placed;
5. Whether the entity requesting the reduction acted promptly to correct the violations for which the lien was placed and the length of time taken to correct the violation(s);
6. Any other specific information which is available about the property or the entity request;
7. Any other factor which may show a hardship on the entity requesting the reduction or which may provide a reasonable basis for the requested relief.

To be placed on the BOCC hearing agenda, an applicant makes a request by submitting the Application for Reduction of Building Department Lien to the Code Enforcement Secretary (**Code Enforcement, Attention: J. Wylie, 96161 Nassau Place, Yulee, FL 32097**). The Code Enforcement Board secretary will mail a confirmation letter to the applicant confirming the meeting date and time. Staff will prepare a report which is provided to the Board of County Commissioners prior to the meeting.

The hearing before the Board of County Commissioners shall be scheduled at least thirty (30) days prior to the Board of County Commissioners meeting. A letter will be mailed to the applicant confirming the meeting dates. Those who have requested a lien reduction hearing but are unable to attend the scheduled meeting must notify code enforcement they need to reschedule since **your presence is required for the case to be heard.**

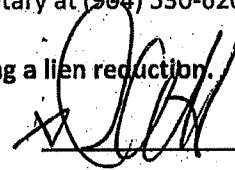
Board of County Commissioners hearing — Applicants must check in with staff. When the case is called, staff will read its report. The applicant may speak and present information regarding the request to the Board. The applicant will need to be available to answer questions from staff or the Board. The Board will decide whether to reduce the lien or take no action, thus leaving the lien in place.

If the Board of County Commissioners approves the reduction of a lien, the applicant shall have no more than ten (10) working days from the date of the hearing to make full payment of the reduced lien. Payment shall be in form of cash, cashier's check or money order only. If the lien is not paid within the time allowed, the lien will revert back to the original amount placed on the property.

If the Board approves the reduction of a lien and the entity pays the reduced lien, the Code Enforcement Board secretary will complete paperwork to release the lien. The release-of-lien document will be mailed to the applicant after it has been recorded at the Nassau County Clerk of Court.

For additional information, contact the Code Enforcement Board secretary at (904) 530-6200.

I have read and understand the policies and procedures for requesting a lien reduction.



Initials

Reduction of Building Department Lien(s) Request

Application

A request for a reduction of a Building Department lien cannot be considered until the property is in full compliance. Before the application is processed, the property will be inspected to determine compliance. A request for reduction of a Code Enforcement lien also will not be considered if the applicant has any code violations on any other property they hold an interest in and is located within the unincorporated area of Nassau County.

Requests are not scheduled for the Board of County Commissioners hearing until the application has been reviewed for completeness. Along with the application, you must prepare a statement explaining why the lien should be reduced. If you wish to address the Board of County Commissioners during its hearing for lien reduction, you will be allowed to present a three-minute statement to the Board. This hearing is not a re-hearing of the case.

The Application Request for the Lien Reduction will then be heard by the Nassau County Board of County Commissioners, who will make the final determination.

Case Number(s)	Lien Address (Property Subject to the Lien(s))
	552869 US Highway 1, Hilliard – Parcel ID #32-4N-24-0000-0006-000 a/k/a New Yorker Motel

Applicant's name: David W. Holton	Phone number: 904-632-1349
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Mailing Address: 10847 Hampton Road Jacksonville, FL 32257
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Authorized representative's name:	Written and notarized authorization from owner:
	Yes No

Name of owner of lien address when lien(s) were placed on the property: Thomas E. Dowd Estate

Current owner of lien address: David Holton

Current owner's relationship or affiliation with entity/person named in lien(s): None

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Other property located in Nassau County belonging to current owner – Parcel Numbers and Address: Attach a separate sheet if necessary 10-2N-23-0000-0004-0000 3171 JESSIE RD
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10-1N-25-2882-0014-0000 54156 SUNSHINE DR
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32-4N-24-0000-0005-0000 GEORGIA ST

What were the violations at lien address when lien(s) was/were placed? Violation of Ordinance 2000-26 – The Building Department requested the structure to be demolished at the County's expense
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Who lived at the property when the lien(s) went into effect: The property was owned by Thomas E. Dowd Estate
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Reasons violations not corrected before lien(s) placed:

Is money held in escrow pending the lien release hearing? Yes	No X
If yes, who will receive escrow money if the lien(s) is/are reduced?	

Explain why you believe a lien reduction is appropriate:

Property was not under my stewardship during violation and been vacant without productive use for nearly 13yrs. I am in a position to potentially develop property into a good community business that will generate increased property tax as well as jobs for the community revitalizing a blighted part of the community. This lien is substantial and I am requesting leniency from the commission to waive or decrease these charges if at all possible.

Whatever your decision, please accept my sincere thanks for your time and consideration of my request.

Has the applicant applied for lien reduction for this property before? Yes _____ No X
If yes, when? (month/year) _____

Has the applicant applied for lien reduction for another property before? Yes _____ No _____
If yes, what property and when? (month/year) _____

To obtain information on liens, contact the Nassau County Clerk of Court at 904-548-4600 or 800-958-3496, visit the Official Records Department, Robert M. Foster Justice Center, 76347 Veterans Way, Yulee, FL 32097 or go to www.nassauclerk.com.

Note: The Code Enforcement Department does not perform title or lien searches but will try to identify any additional liens that may pertain to this request based on the case number(s) provided in this application. The Department is not responsible for outstanding liens omitted from this application.

Applicant is requesting the below lien(s) be reduced to: \$____ as much as possible _____

Under penalty of perjury, the undersigned:

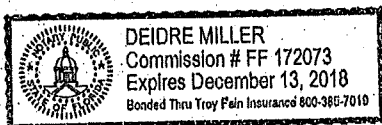
- swears or affirms that the information provided on this Application for Reduction of Building Department Lien(s) is true and correct;
- acknowledges he or she has read the Lien Reduction Procedures;
- acknowledges he or she was given an opportunity to ask questions regarding the procedures.

Applicant must provide an initialed copy of the Lien Reduction Procedures as acknowledgement of the above for application to be accepted.

Applicant's signature: [Signature] Date: 10/19/18

The foregoing was sworn and subscribed before me this 19 day of October
2018. He or she is personally known to me or provided AD as
identification at the time of notarization.

Stamp:



Notary Public:

[Signature]