

CODE ENFORCEMENT SPECIAL MAGISTRATE
MANATEE COUNTY, FLORIDA

NOTICE OF HEARING

TO:

CERTIFIED MAIL
RETURN RECEIPT REQUESTED

CASE NO.

To Whom It May Concern:

Pursuant to Chapter 2-7 of the County Code of Ordinances and Chapter 162, Florida Statutes, a Code Enforcement Special Magistrate has the authority to hold hearings and assess fines for violations of County Codes and Ordinances.

PLEASE TAKE NOTICE that a hearing will be held on **WEDNESDAY,** at 9:00 AM.
at the **Manatee County Administrative Building, 1112 Manatee Ave. W., Bradenton, Florida, Board Chambers, 1st floor,** before a Code Enforcement Special Magistrate, to consider and act upon an alleged violation by you, or on your property as indicated by the enclosed Notice of Violation.

You have the right to appear before the Code Enforcement Special Magistrate to respond to the charges and to present relevant facts. You may choose to have an attorney represent you before the Special Magistrate, at your own expense. You will have the opportunity to present witnesses and to question the Code Enforcement Officer or other witnesses against you at the hearing. Failure to appear may result in the Special Magistrate making a determination adverse to your interest.

PLEASE GOVERN YOURSELF ACCORDINGLY.

DATE:

MANATEE COUNTY, FLORIDA
Code Enforcement Division

Signature of Respondent/Representative

By: *Micah Misiak*
Signature of Code Enforcement Officer

Respondent/Representative Printed Name

Code Enforcement Officer - Print Name

Public Safety Department
Code Enforcement Division
2101 47th Terrace East
Bradenton, FL 34203

The Board of County Commissioners of Manatee County, Florida, does not discriminate upon the basis of any individual's disability status. This non-discrimination policy involves every aspect of the Board's functions including one's access to, participation in, employment with, or treatment in its programs or activities. Anyone requiring reasonable accommodation for this meeting as provided for in the Americans with Disabilities Act, should contact (941) 742-5800; TDD ONLY (941) 742-5802, wait 60 seconds; FAX (941) 745-3790.

An aggrieved party may appeal a final administrative order of the Special Magistrate to the circuit court. Such an appeal shall not be a hearing de novo but shall be limited to appellate review of the record created before the Special Magistrate. An appeal shall be filed within 30 days of the execution of the order to be appealed.
Florida Statutes 162.11



Manatee County Building and Development Services
Code Enforcement Division
1112 Manatee Avenue West 4th Floor
Bradenton, FL 34205
Phone: (941) 748-2071
www.mymanatee.org

Notice of Violation

Case #: CE2604-0728

Date Issued: 05/11/2026

Time Issued: 10:19 am

Violator(s):	Phone Number:	Relationship:
Cynthia J Martin 4401 3rd Ave NW Bradenton FL 34209 US	N/A	Agent
US HOME SERVICES LLC, WHITTEN SISTERS TRUST DTD 8/3/2013 PO BOX 531 Oneco FL 34264 US	N/A	Owner

Location of Violation: 4627 ORLANDO CIR

City: BRADENTON

State: FL

Zip Code: 34207

Parcel ID#: 5382200003000-0451536821

Description of Violation

Cite Manatee County Code of Ordinances Section 2-9-106(A) Structural Standards

Violation Details: There are several missing roof tiles on the rear of the property and the drip edge on the side of the home is falling off.

Corrective Action

All roof tiles must be repaired or replaced and the drip edge must be reinstalled on or by the compliance date.

Correct on or before: 5/25/2026

Officer's Signature: Micah Misiak

Officer's Name Printed: Micah Misiak

Officer's Phone Number: (941) 718-9461

Received by: POSTED AT PROPERTY **Date:** 5/11/26

Print Name: _____

Manatee County Special Magistrate

Officer: Micah Misiak
Date: 7/22/2026



Case # CE2604-0728

- Micah Misiak, Manatee County Code Enforcement Officer, I have been sworn.
- Respondents: US Home Services LLC, Whitten Sisters Trust DTD 8/3/2013
- Violation address: 4627 Orlando Cir., Bradenton, FL. 34207
- PID: 5382200003
- Zoning: RSF-4.5



Property Record Card



MANATEE COUNTY
PROPERTY APPRAISER
CHARLES E. HACKNEY

Property Record Card

Created at: <https://www.manateepao.gov> on July 8, 2026

Parcel ID: 5382200003
Ownership: US HOME SERVICES LLC; WHITTEN SISTERS TRUST DTD 8/3/2013
Owner Type: TRUSTEE & CORPORATION; UNDER TRUST
Mailing Address: US HOME SERVICES LLC, WHITTEN SISTERS TRUST DTD 8/3/2013, PO BOX 531, ONECO FL 34264-0531

Situs Address: 4627 ORLANDO CIR, BRADENTON, FL 34207-2040
Jurisdiction: UNINCORPORATED MANATEE COUNTY
Tax District: 0302; CEDAR HAMMOCK FIRE CONTROL DISTRICT
CRA/TIF District: SW; SOUTHWEST COUNTY IMPROVEMENT DISTRICT
Sec/Twp/Rge: 11-35S-17E
Neighborhood: 2860; TANGELO PARK
Subdivision: 5368700; TANGELO PARK FIRST ADDITION; LOT 20; BLOCK I; PB 9/99

Parcel Type: REAL PROPERTY
Parcel Created: 09/05/1987
Map Number: 5BN1

FEMA Value: \$184,961 as of January 1, 2026
Land Use: 0100; SINGLE FAMILY RESIDENTIAL
Land Size: 0.2073 Acres or 9,030 Square Feet
Building Area: 1,568 SqFt Under Roof / 1,282 SqFt Living or Business Area / 1,568 SqFt Residential Impervious Area
Living Units: 1

Residential Bldgs: 1



Site Location

**General Location: TANGELO PARK
FIRST ADDITION PB9/99 5368700;
TANGELO PARK FIRST ADDITION; LOT 20;
BLOCK I; PB 9/99**



Case # CE2604-0728

Violation and Description

- Violation: Section 2-9-106 of the Manatee County Code of Ordinance: Structural Standards
- Violation Description: There are several missing roof tiles on the rear of the property and the drip edge on the side of the home is falling off.



Case # CE2604-0728

Copy of the Code

Sec. 2-9-106 - Structural standards

Violation: Section 2-9-106 of the Manatee County Code of Structures and buildings shall be maintained in good repair, and structurally sound so as not to pose a threat to the public health, safety or welfare. The maintenance standards listed below provide the minimum requirements and criteria for compliance with this section:

- (1) All exterior surfaces, including, but not limited to, doors, door and window frames, cornices, porches, trim, balconies, decks and fences, shall be maintained in good condition.
- (2) All exterior walls shall be free from holes, breaks and loose or rotting materials, maintained weatherproof and properly surface coated where required to prevent deterioration.
- (3) All roofs and flashing shall be sound, weathertight and not have defects that admit rain. Roof drainage shall be adequate to prevent dampness or deterioration in the walls or interior portion of the structure.



Exhibit 1

Violation of CCO
Section: 2-9-106

Address: 4627
Orlando Cir.,
Bradenton



SIDE VIEW OF ROOF FROM THE STREET



Exhibit 2

Violation of CCO
Section: 2-9-106

Address: 4627
Orlando Cir.,
Bradenton



REAR VIEW OF ROOF FROM THE STREET



Exhibit 3

Violation of CCO
Section: 2-9-106

Address: 4627
Orlando Cir.,
Bradenton



REAR VIEW OF ROOF FROM THE STREET ON JULY 17TH



Case # CE2604-0728

Case Summary

- Initial Inspection: 4/23/2026
- Notice of Violation was issued on: 5/11/2026
- There have been 6 reinspection's completed for this property.
- The respondent has said multiple times he is getting it fixed.



Case # CE2604-0728

Case Summary Continued

- The Notice of Violation and Notice of Hearing were posted on the subject property on 7/2/2026 and on the first floor of the Administration Building on 7/2/2026.



Recommended Action

- All roof tiles must be repaired or replaced, and the drip edge must be reinstalled on or by the compliance date.
- Recommended compliance date is 8/21/2026
- Recommended fine: A fine of \$50.00 per day will be imposed for each day the violation continues beyond the compliance deadline ordered by the Special Magistrate, until full compliance is achieved.



Case # CE2604-0728

Evidence Submittal

- Case photographs
- Ownership: Property Appraiser Card
- Copy of this presentation



Case # CE2604-0728

Conclusion

- Mr. Vitale, I request the relief as stated in my recommended action.
- This concludes my presentation.



CODE ENFORCEMENT SPECIAL MAGISTRATE
MANATEE COUNTY, FLORIDA

MANATEE COUNTY, FLORIDA,
Complainant,

CASE NO. CE2604-0728

vs.

Us Home Services LLC Whitten Sisters Trust DTD 8/3/2013

Respondent.

COMPLIANCE ORDER

THIS CAUSE came on for hearing before the Code Enforcement Special Magistrate of Manatee County, Florida, on July 22, 2026 after due notice to Respondent, and the Special Magistrate having heard testimony under oath, received evidence and heard argument, thereupon issues this Order as follows:

FINDINGS OF FACT

1. Respondent(s) **Us Home Services LLC Whitten Sisters Trust DTD 8/3/2013**

Whose mailing address is/are: PO Box 531 Oneco FL 34264

The owner(s) or person(s) in charge of the property located at:

4627 Orlando Cir., Bradenton FL 34207

Identified in the Manatee County Property Appraiser's records as PIN **5382200003**

2. Respondent(s) was/were properly served with a Notice of Violation in accordance with Section 162.12, Florida Statutes and Section 2-7-3 of the County Code of Ordinances. Respondent(s)
☐ was/were ☒ was not/were not present at the hearing

3. The violation: **CCO** Section **2-9-106** **Structural Standards**

There are several missing roof tiles on the rear of the property and the drip edge on the side of the home is falling off.

4. The Notice of Violation states that the violation must be corrected on or before July 22, 2026

5. As of July 22, 2026 the condition described in paragraph 3 herein remains uncorrected.

CONCLUSIONS OF LAW

1. Respondent(s) by reason of the foregoing, is/are in violation of **CCO** Section **2-9-106**
in that the respondent(s) has/have **Structural Standards**

There are several missing roof tiles on the rear of the property and the drip edge on the side of the home is falling off.

Respondent(s) has/have failed to remedy the aforesaid violation(s).

2. Respondent(s) is/are subject to the provisions of Chapter 162, Part I, Florida Statutes and Chapter 2-7 of the County Code of Ordinances.

ORDER

Based upon the foregoing Findings of Fact and Conclusions of Law, and pursuant to the authority granted in Chapter 162, Florida Statutes and 2-7-25 of the Manatee County Code of Ordinances, it is hereby ORDERED:

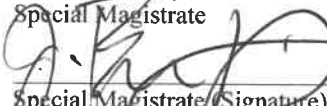
1. THAT the Respondent(s) correct(s) the aforesaid violation by **repairing or replacing all roof tiles and the drip edge must be reinstalled on or by the compliance date.**

CODE ENFORCEMENT SPECIAL MAGISTRATE
MANATEE COUNTY, FLORIDA

CE2604-0728

2. THAT in the event the aforesaid violation is not corrected **on or before August 21, 2026** a fine of \$ 100.00 per day shall be imposed against the Respondent(s) for each day the violation(s) has/ have continued past the compliance date ordered. This fine shall continue to accrue until Respondent(s) come(s) into compliance with this Order.
3. If the required corrective action is not taken as ordered **on or before August 21, 2026** a certified copy of this Order shall be recorded in the public records of Manatee County, Florida and shall constitute a lien against the above-described property and upon any other real or personal property owned by Respondent(s) pursuant to Section 162.09, Florida Statutes, and Section 2-7-27 of the Manatee County Code of Ordinances.
4. That this Order is self-executing upon an Affidavit of Non-compliance being filed with the Clerk of the Circuit Court of Manatee County,
DONE AND ORDERED this 22 of July 2026

Manatee County Code Enforcement,
Special Magistrate

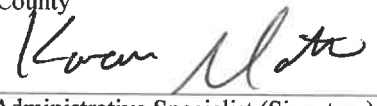

Special Magistrate (Signature)
Print Name: Ben Vitale

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a true and correct copy of the foregoing Compliance Order has been filed for the record on July 22, 2026 and has been furnished to the Respondent (s),

- ☐ Personally, on this 22 of July 2026
- ☒ By US Mail on this 22 of July 2026

Code Enforcement Administrative Specialist
Manatee County

By: 
Administrative Specialist (Signature)
Print Name: Karen Mata

Code Enforcement Division
PO Box 1000
Bradenton, FL 34206

Attention: It is your responsibility to notify Code Enforcement at **941-748-2071** to verify that the violation has been brought into compliance.