



**TOWN OF JUNO BEACH**  
340 OCEAN DRIVE  
JUNO BEACH, FL 33408  
PHONE 561.626.1122 FAX 561.775.0812  
Website: [www.juno-beach.fl.us](http://www.juno-beach.fl.us)  
Email: [juno-beach@juno-beach.fl.us](mailto:juno-beach@juno-beach.fl.us)

August 31, 2023

Jutta Laukien  
818 Ocean LLC  
401 N Juno Lane  
Juno Beach, FL 33408

Matthew Montgomery  
Groundstone Inc  
840 Jupiter Park Drive  
Jupiter, FL 33458

**RE: Juno Beach Building Permit No. 20-8320**  
**461 Venus Drive – Units A & B – Juno Beach, FL**

Dear Ms. Laukien and Mr. Montgomery:

The purpose of this letter is to give you advance notice that Juno Beach Building Permit No. 20-8320 for the construction of a two-family residence at 461 Venus Drive in Juno Beach, FL is scheduled to expire on **February 16, 2024**.

Section 6-24 of the Juno Beach Code of Ordinances pertains to time limits for construction projects within the Town of Juno Beach based on the square footage of the project. For projects, such as yours, that occupy a total area of 10,000 square feet or more, the building permit will become invalid unless all work authorized by the permit is completed within thirty-six (36) months of permit issuance i.e., February 16, 2021.

Included in the Code of Ordinances, however, is a mechanism that allows you to request a one-time extension of 90 days to complete all exterior portions of your project as described and as authorized in your original building permit. Exterior work that must be completed includes any work visible from the outside i.e., the project property must be fully landscaped, all driveways and walkways must be completed, all drainage and related site improvements must be completed and installed, and all construction debris, dumpsters, and temporary fences must be removed from the property. Following completion of all exterior work within this initially authorized 90-day time period, you may request additional extensions of time periods, not exceeding 90 days each, to complete remaining / unfinished interior work. Remaining work to be completed must not be visible from the exterior.

Please be advised that you must complete one of the below actions prior to February 16, 2024:

- 1) Successfully complete all required building and zoning inspections necessary to close-out Juno Beach Building Permit No. 21-9565, including all sub-contractor permits,

**OR**

- 2) Apply for and obtain an extension for completion of the project.

Failure to complete one of the above actions prior to expiration of the building permit constitutes a violation of the Juno Beach Code of Ordinances and a Special Magistrate Hearing will be scheduled at which fines and costs may be ordered.

Should you choose to apply for and obtain an extension, please contact Frank Davila, Director of Planning & Zoning, at 561/656-0306 regarding your intentions.

Please feel free to contact Mr. Davila if you have questions or need additional information.

Thank you for your cooperation.

Respectfully,



Lynn Hamel  
Code Compliance Officer  
Town of Juno Beach  
561/627-0818  
[lhamel@juno-beach.fl.us](mailto:lhamel@juno-beach.fl.us)



# Town of Juno Beach

340 Ocean Drive, Juno Beach, Florida 33408  
Phone: (561) 626-1122 Fax: (561) 775-0812

## NOTIFICATION OF EXPIRING PERMIT

Date: September 1, 2023

Permit Expiration: **02/16/2024**

Permit Number: 20-8320

Job Address: 461 Venus Drive Units A & B

Owner's Name: 818 Ocean LLC

Owner's Address: 401 N Juno Lane  
Juno Beach, FL 33408

Owner's Phone Number: (561)781-0070

### CONTRACTOR'S INFORMATION:

Contractor's Name: Matthew Montgomery  
GROUNDSTONE INC

Contractor's Address: 840 Jupiter Park Drive  
Jupiter, FL 33458

Contractor's Phone: (561) 781-0070

License Number: FL CGC1505565

The original building permit covers a single period of 24 months to complete a project even with approved inspections as per Section 34.119 of the Juno Beach Code of Ordinances. The contractor or owner/builder will have to resubmit for the building permit if your extension request is not approved and / or if you fail to meet the specified requirements.

Town of Juno Beach Building Division



**TOWN OF JUNO BEACH**  
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April 18, 2024

Jutta Laukien  
818 Ocean LLC  
401 N Juno Lane  
Juno Beach, FL 33408

Matthew Montgomery  
Groundstone Inc  
840 Jupiter Park Drive  
Jupiter, FL 33458

**RE: Juno Beach Building Permit No. 20-8320**  
**461 Venus Drive – Units A & B – Juno Beach, FL**

Dear Ms. Laukien and Mr. Montgomery:

The purpose of this letter is to notify you that Juno Beach Building Permit No. 20-8320 for the construction of a two-family residence at 461 Venus Drive in Juno Beach, FL is scheduled to expire on **May 17, 2024**.

Per Section 6-24 of the Juno Beach Code of Ordinances regarding time limits for construction projects, Juno Beach Building Permit No. 20-8320 was originally scheduled to become invalid unless all work authorized by the permit was completed by February 16, 2024. However, based upon your February 6, 2024 written request for a 90-day extension to the referenced building permit, Frank Davila, Director of Planning & Zoning, authorized a one-time extension of 90 days to provide time to complete all exterior portions of your project at 461 Venus Drive. This authorization for a one-time extension is provided for in Section 6-24 and, therefore, extended the building permit's expiration date to May 17, 2024.

Please be advised that you must complete one of the below actions prior to May 17, 2024:

- 1) Successfully complete all required building and zoning inspections necessary to close-out Juno Beach Building Permit No. 21-9565, including all sub-contractor permits,

**OR**

- 2) Request a one-time extension from the Juno Beach Town Council for a period of time not to exceed twelve (12) months. To make such a request, please submit a written request to Mr. Davila to be placed on the Agenda for the Town Council Meeting scheduled for May 8, 2024.

Failure to complete one of the above actions prior to expiration of the building permit (May 17, 2024) constitutes a violation of the Juno Beach Code of Ordinances and a Special Magistrate Hearing will be scheduled at which fines and costs may be ordered. If fines / costs are imposed by the Special Magistrate, the issuance of a Certificate of Occupancy will be withheld until all monies due to the Town of Juno Beach are paid in full.

Please feel free to contact Mr. Davila if you have questions or need additional information.

Thank you for your cooperation.

Respectfully,



Lynn Hamel  
Code Compliance Officer  
Town of Juno Beach  
561/627-0818  
[lhamel@juno-beach.fl.us](mailto:lhamel@juno-beach.fl.us)



# Town of Juno Beach

340 Ocean Drive, Juno Beach, Florida 33408  
Phone: (561) 626-1122 Fax: (561) 775-0812

## NOTIFICATION OF EXPIRING PERMIT

Date: April 18, 2024

Permit Expiration: **05/17/2024**

Permit Number: 20-8320

Job Address: 461 Venus Drive Units A & B

Owner's Name: 818 Ocean LLC

Owner's Address: 401 N Juno Lane  
Juno Beach, FL 33408

Owner's Phone Number: (561)781-0070

### CONTRACTOR'S INFORMATION:

Contractor's Name: Matthew Montgomery  
GROUNDSTONE INC

Contractor's Address: 840 Jupiter Park Drive  
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Contractor's Phone: (561) 781-0070

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The original building permit covers a single period of 24 months to complete a project even with approved inspections as per Section 34.119 of the Juno Beach Code of Ordinances. The contractor or owner/builder will have to resubmit for the building permit if your extension request is not approved and / or if you fail to meet the specified requirements.

Town of Juno Beach Building Division