



Town of Highland Beach

Notice of Public Meeting Protocol

The Town of Highland Beach is committed to serving the needs of the public.

The following information is guidance for preregistration for Zoom or telephone participation, and for viewing and providing public comments at the meeting:

ZOOM PARTICIPATION:

Online or Telephone Access – Access to the meeting will begin on the date and time of the meeting.

- To Join Meeting: All interested persons **must preregister** to participate by contacting Town Clerk Lanelda Gaskins at publiccomments@highlandbeach.us or by calling (561) 278-4548 no later than one (1) business day prior to the meeting date (**e.g. by 4:30 P.M. on a Monday if the meeting is scheduled for that Tuesday; and by 4:30 P.M.**).
- Meeting access information and instructions will be provided to those persons two hours prior to the meeting.
- The video camera display feature will only be enabled for Public Hearing Quasi-Judicial matters and during public comments only. The video camera display feature will be disabled for public use.

For additional information on using Zoom, please visit Zoom Support by click on the following link: <https://support.zoom.us/hc/en-us>.

Viewing Only - To view the meeting, preregistration is not required. The public can view the meeting on the following:

- Highland Beach TV Channel 99 online streaming on the Town's website and via Highland Beach YouTube at <https://www.youtube.com/channel/UCTAGr8WCa44Y3Q2Bb6UN2mw>.

PROVIDING PUBLIC COMMENT:

Persons desiring to provide public comments must do so by one of the methods listed below. Public comments will be limited to five minutes (three minutes for special Commission meeting items only) per person during the designated section of the agenda. If an interested person desires to provide written public comment, all comments must be directed to Lanelda Gaskins, Town Clerk as follows:

TO SEND COMMENTS IN ADVANCE VIA EMAIL:

- To submit public comments, click on the link <https://mmportal6.teamunicode.com//> to go to the Agendas and Meeting webpage. At the top of the page click on "Public Comments" to submit your comments, or
- Submit your comments to publiccomments@highlandbeach.us.
- The Town will receive such public comments no later than two (2) hours prior to the meeting. If timely received, Town staff will read the public comment at the meeting.
- Live Zoom Video Participation - If attending via Zoom online, please follow Zoom instructions above. Once the meeting gets to the applicable public comment period, the host of the meeting

will allow public participants (audio only) into the meeting from the waiting room, to provide live public comment.

- Live Zoom Telephone Participation - If attending via Zoom by telephone, please follow the instructions above. Once the meeting gets to the appropriate public comment period, the host of the meeting will allow public participants into the meeting from the waiting room, to provide live public comment.

Should you have any questions, please feel free to contact the Town Clerk's Office at (561) 278-4548.

AGENDA

CODE ENFORCEMENT BOARD REGULAR MEETING



Wednesday, March 15, 2023 AT 1:00 PM

TOWN OF HIGHLAND BEACH, FLORIDA

3614 S. OCEAN BOULEVARD

HIGHLAND BEACH, FL 33487

Telephone: (561) 278-4548

Website: www.highlandbeach.us

TOWN HALL COMMISSION CHAMBERS

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **APPROVAL OF THE AGENDA**
5. **SWEARING IN OF THE PUBLIC**
6. **PUBLIC COMMENT** *(limited to three (3) minutes per speaker)*
7. **APPROVAL OF MINUTES**
 - A. February 14, 2023
8. **UNFINISHED BUSINESS**
9. **NEW BUSINESS**

A. CASE NO. CC2022-12-010

Donal Cassidy & Kathleen Sherry-Cassidy

1013 Bel Air Dr.

Highland Beach FL, 33487

PCN: 24-43-47-04-23-000-0010

Legal Description: LLORET DE MAR COND UNIT 1

Code Sections: 30-122 (A) Building Permits Required

Violations: Interior demolition/ remodel without required permits

B. CASE NO. CC2022-12-025

Dean Jackson
3215 S. Ocean Blvd. 1006
Highland Beach FL, 33487
PCN: 24-43-46-33-11-003-1006
Legal Description: AMBASSADORS V NORTH COND BLDG 3 APT 1006

Code Sections: 30-122 (A) Building Permits Required

Violations: mechanical work done without permit

C. CASE NO. CC2023-01-016

Alan & Patti Masarek
3515 S. Ocean Blvd.
Highland Beach FL, 33487
PCN: 24-43-46-33-00-004-0140
Legal Description: 33-46-43, N 60 FT OF S 770 FT OF GOV LT 4 LYG E OF
SR 140 A/K/A CITY LOT NO 83

Code Sections: 30-122 (A) Building Permits Required

Violations: a/c work being done without a permit.

D. CASE NO. CC2023-01-026

Nuha Kahok
2575 S. Ocean Blvd. 102S
Highland Beach FL, 33487
PCN: 24-43-46-28-47-002-1020
Legal Description: TOWNHOUSES OF HIGHLAND BEACH COND BLDG
SOUTH UNIT 102-S

Code Sections: 30-122 (A) Building Permits Required

Violations: installing wiring to tankless water heater without permit

E. CASE NO. CC2023-01-034

Laura & Robin Sax
4011 S. Ocean Blvd.
Highland Beach FL, 33487
PCN: 24-43-47-04-00-005-0040
Legal Description: 4-47-43, S 100 FT OF N 700 FT OF GOV LT 5 E OF A-1-A
A/K/A CITY LOT NO 50

Code Sections: 30-122 (A) Building Permits Required

Violations: Built/Installed/Erected new rear stairs/posts in/above sand dune for beach access without required town

F. CASE NO. CC2023-01-020

David & Linda Goldberg
3401 S. Ocean Blvd. 2
Highland Beach FL, 33487
PCN: 24-43-46-33-43-000-0020
Legal Description: RIDGE CONDO UNIT 2

Code Sections: 30-122 (A) Building Permits Required

Violations: Electric- As- Built without required permit

G. CASE NO. CC2023-02-005

1105 Bel Air LLC
1105 Bel Air Dr. C
Highland Beach FL, 33487
PCN: 24-43-47-04-44-000-0030
Legal Description: BEL LIDO ESTATES COND UNIT 3

Code Sections: 30-122 (A) Building Permits Required

Violations: Interior remodel, including but not limited to flooring and bathroom remodel, without permits

10. ANNOUNCEMENTS

March 21, 2023	1:30 P.M.	Town Commission Special Meeting
April 4, 2023	1:30 P.M.	Town Commission Meeting
April 11, 2023	1:00 P.M.	Code Enforcement Board Regular Meeting
April 13, 2023	9:30 A.M.	Planning Board Regular Meeting

11. ADJOURNMENT

Any person that decides to appeal any decision made by the Code Enforcement Board with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record including testimony and evidence upon which the appeal is based. (State Law requires the above Notice. Any person desiring a verbatim transcript shall

have the responsibility, at his/her own cost, to arrange for the transcript.) The Town neither provides nor prepares such record. There may be one or more Town Commissioners attending the meeting.

In accordance with the Americans with Disabilities Act (ADA), persons who need accommodation in order to attend or participate in this meeting should contact Town Hall at (561) 278-4548 within a reasonable time prior to this meeting in order to request such assistance.
