



## TOWN OF HIGHLAND BEACH PLANNING BOARD REGULAR MEETING MINUTES

Town Hall Commission Chambers  
3614 South Ocean Boulevard  
Highland Beach, Florida 33487

Date: December 11, 2025  
Time: 9:30 AM

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### 1. CALL TO ORDER

Chairperson Mendelson called the meeting to order at 9:30 A.M.

### 2. ROLL CALL

Board Member Greg Babij  
Board Member Roger Brown  
Board Member David Powell  
Board Member Evalyn David  
Board Member David Axelrod  
Chairperson Ilyne Mendelson  
Town Attorney Leonard Rubin  
Deputy Town Clerk Jaclyn DeHart

#### **ADDITIONAL STAFF PRESENT**

Town Planner Ingrid Allen

#### **ABSENT**

Vice Chairperson Eve Rosen

### 3. PLEDGE OF ALLEGIANCE

The Board Members led the Pledge of Allegiance to the United States of America.

### 4. APPROVAL OF THE AGENDA

**MOTION:** David/Axelrod - Moved to approve the agenda as presented which passed,  
6 to 0.

### 5. SWEARING IN OF THE PUBLIC

Deputy Town Clerk Jaclyn DeHart swore in those giving testimony.

### 6. APPROVAL OF MINUTES

**A. November 13, 2025**

**Motion:** David/Axelrod - Moved to approve the minutes as presented which passed 6 to 0.

**7. UNFINISHED BUSINESS**

A. None

**8. NEW BUSINESS**

**A. Development Order Application No. PZ-25-37 / Michael Kaczynski**

**Application by William Thomas, Unlimited Permit Services, Inc. requesting a special exception to install a 20,000 pound capacity boat lift in Slip #1 for the property located at 3912 South Ocean Boulevard, 1415.**

Chairperson Mendelson read the title of the item and asked the Board Members if they had any ex parte communications to disclose. The Members had no ex parte communications.

Chairperson Mendelson opened the public hearing and called Town Planner Allen to present the application.

Town Planner Allen presented Development Order Application No. PZ-25-37.

The unit owner was present.

William Thomas, agent, provided comments on the application in regard to the size of the boat.

There were no public comments

The Board discussed the application.

The public hearing was closed followed by a motion.

**MOTION:** Mendelson/David - Moved to approve Development Application No. PZ-25-37. Based upon roll call: Chairperson Mendelson (Yes); Member David (Yes); (Yes); Member Babij (Yes); Member Brown (Yes); Member Powell (Yes); and Member Axelrod (Yes). The motion passed on a 6 to 0 vote.

**B. Proposed ordinance providing Reasonable Accommodation Procedure for Certified Recovery Residences.**

Town Attorney Rubin introduced the Proposed Ordinance.

The board discussed the Proposed Ordinance.

**Motion:** David/Axelrod – Moved to recommend enacting the ordinance as presented. The motion passed on a 6 to 0 vote.

**C. Consideration of the 2026 Proposed Planning Board Meeting Dates.**

**Motion:** Mendelson/David - Moved to approve the 2026 Planning Board dates as presented which passed 6 to 0.

**9. ANNOUNCEMENTS**

January 06, 2026	1:30 PM	Town Commission Meeting
January 08, 2026	9:30 AM	Planning Board Meeting

**10. ADJOURNMENT**

The meeting adjourned at 10:02 AM.

**APPROVED** on January 08, 2026, Planning Board Regular Meeting.

**Signed Minutes on file in the Town Clerk's Office**

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Ilyne Mendelson, Chairperson

**ATTEST:**

Transcribed by:  
Jaclyn DeHart, Deputy Town Clerk

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Jaclyn DeHart  
Deputy Town Clerk

\_\_\_\_\_  
01/08/2026  
Date

Disclaimer: Effective May 19, 2020, per Resolution No. 20-008, all meeting minutes are transcribed as a brief summary reflecting the event of this meeting. Verbatim audio/video recordings are permanent records and are available on the Town's Media Archives & Minutes webpage: <https://highlandbeach-fl.municodemeetings.com/>.