



TOWN OF HIGHLAND BEACH PLANNING BOARD REGULAR MEETING MINUTES

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

**Date: July 10, 2025
Time: 9:30 AM**

1. CALL TO ORDER

Chairperson Mendelson called the meeting to order.

2. ROLL CALL

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

ADDITIONAL STAFF PRESENT

Town Planner Ingrid Allen

3. PLEDGE OF ALLEGIANCE

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

4. APPROVAL OF THE AGENDA

Motion: Axelrod/Rosen - Moved to approve the agenda as presented which passed 7 to 0.

5. SWEARING IN OF THE PUBLIC

Deputy Town Clerk Jaclyn DeHart swore in those giving testimony.

6. APPROVAL OF MINUTES

A. June 12, 2025

Motion: David/Rosen - Moved to approve the minutes as presented which passed 7 to 0.

7. UNFINISHED BUSINESS

A. None

8. NEW BUSINESS

A. Proposed amendments to the Town Code of Ordinances regarding the Town's Comprehensive Plan based on the evaluation and appraisal review.

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 acknowledged the additional public comments that were submitted and had been provided to the Board Members along with the backup information. She mentioned the proposed amendments are a result of the evaluation and appraisal review of the Town's Comprehensive Plan that was conducted by the Town's Planning Consultant, Inspire Placemaking Collective. Florida Statue requires every local government review their comprehensive plan at least once every seven (7) years.

After a preliminary review with staff and consultants, staff notified the State Land Planning Agency (FloridaCommerce) that amendments to the Town Comprehensive Plan were necessary, which was acknowledged the same day on December 19, 2024. The amendments must be transmitted within one (1) year of the notification date for review.

Staff and Inspire have been working on the amendments for six (6) months and the proposed amendments went before the Town Commission on June 17, 2025. The Town Commission made a motion to move this to the Planning Board for review. There are nine (9) Elements, over 200 Goals, Objectives and Policies (GOPs), and a map series. The proposed amendments will include a new data analysis section.

Town Planner Allen introduced Emilee Aguerrebere and Chris Dougherty from Inspire Placemaking Collective.

Ms. Aguerrebere gave a presentation that included a brief overview of why the comprehensive plan is being updated, the amendment process, summary of key changes being made and the remaining steps in the process.

Chairperson Mendelson opened the hearing up for public comment.

Mr. Timothy Routolo provided comments.

The Board Members discussed the amendments along with their recommendations for changes. It was the consensus of the Board to continue the public hearing until the next meeting so staff could review comments made by Planning Board Members and bring back the proposed changes for review.

Motion: Mendelson/Rosen – Moved to continue the public hearing until August 14, 2025, and have staff bring the changed language back to the Planning Board for consideration. Based upon a roll call: Chairperson Mendelson (Yes), Vice Chairperson Rosen (Yes), Member Brown (Yes), Member Babij (Yes), Member Powell (Yes), Member David (Yes), and Member Axelrod (Yes). The motion passed on a 7 to 0 vote.

9. ANNOUNCEMENTS

July 15, 2025	1:30 PM	Town Commission Meeting
August 12, 2025	1:00 PM	Special Magistrate Meeting
August 14, 2025	9:30 AM	Planning Board Meeting

10. ADJOURNMENT

The meeting adjourned at 10:34 AM.

APPROVED on August 14, 2025, Planning Board Regular Meeting.

Signed Minutes on file in the Town
Clerk's Office

Ilyne Mendelson, Chairperson

ATTEST:

Transcribed by:
Jaclyn DeHart, Deputy Town Clerk

Jaclyn DeHart
Deputy Town Clerk

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/>.