

# AGENDA

## PLANNING BOARD REGULAR MEETING



**Thursday, March 14, 2024 AT 9:30 AM**

**TOWN OF HIGHLAND BEACH, FLORIDA**

3618 S. OCEAN BOULEVARD

HIGHLAND BEACH, FL 33487

Telephone: (561) 278-4548

Website: [www.highlandbeach.us](http://www.highlandbeach.us)

### **LIBRARY COMMUNITY ROOM**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **APPROVAL OF THE AGENDA**
5. **SWEARING IN OF THE PUBLIC**
6. **APPROVAL OF MINUTES**

A. February 08, 2024

7. **UNFINISHED BUSINESS**

A. None.

8. **NEW BUSINESS**

A. Development Order Application No. 23-0014 / Khi Thai

Application by Joseph Gilio, sea-tech construction, INC., for a special exception request to install a 100 linear foot seawall cap, a 375 square foot concrete dock and a 100 linear foot stem wall for the property located at 4215 Tranquility Dr.

B. Development Application No. 23-0018

Application by David Willens for an amendment to a previously approved major modification request to an existing building (Development Order No. 23-0002) as provided in section 30-39 of the Town Code of Ordinances including but not

limited to changes to the exterior façade, building footprint, and roof line for the property located at 2362 South Ocean Boulevard.

**C. Nomination of Chairperson and Vice Chairperson**

**9. ANNOUNCEMENTS**

March 19, 2024 10:00 AM 2024 Presidential Preference Primary (PPP) & Uniform Municipal Elections (Town Hall Closed)

March 21, 2024 10:00AM Financial Advisory Board Meeting

**10. ADJOURNMENT**

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*Any person that decides to appeal any decision made by the Board of Adjustment & Appeals 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.*

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**File Attachments for Item:**

A. February 08, 2024



## TOWN OF HIGHLAND BEACH PLANNING BOARD REGULAR MEETING MINUTES

**LIBRARY COMMUNITY ROOM  
3618 South Ocean Boulevard  
Highland Beach, Florida 33487**

**Date: February 08, 2024  
Time: 9:30 AM**

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### 1. CALL TO ORDER

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

### 2. ROLL CALL

Board Member Eve Rosen  
Board Member Jason Chudnofsky  
Board Member David Axelrod  
Board Member David Powell  
Vice Chairperson Ilyne Mendelson  
Chairperson Eric Goldenberg  
Town Attorney Leonard Rubin  
Deputy Town Clerk Jaclyn DeHart

#### **ADDITIONAL STAFF PRESENT**

Town Planner Ingrid Allen

#### **ABSENT**

Board Member Roger Brown

### 3. PLEDGE OF ALLEGIANCE

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

### 4. APPROVAL OF THE AGENDA

**Motion:** Rosen/ Chudnofsky - 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. January 11, 2024**

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

## 7. UNFINISHED BUSINESS

### A. Application by Mitchell Scavone, Ray Qualmann Marine Construction, Inc., for a special exception request to install a 100 linear foot seawall/seawall cap, and two 10-foot returns for the property located at 1101 Highland Beach Dr. Unit A. (DO# 23-0007)

Chairperson Goldenberg read the title of the item and mentioned that the item was continued from previous Board meetings. He asked the Board Members if they had any ex parte communications to disclose. The Members had no ex parte communications.

Chairperson Goldenberg opened the public hearing and called Town Planner Allen to speak.

Town Planner Allen gave an update on the above-mentioned item and mentioned that they had received a contract for the applicant to purchase the vacant land in question that was provided to the Board members.

There was discussion between the Board and Town Attorney Rubin about the provided contract.

Seth Hochbaum, owner, provided comments on the application and contract.

Tim Ruotolo gave public comments.

The Hearing was closed followed by a motion.

**MOTION:** Member Axelrod /Powell - Moved to approve Development Order No. 23-0007 contingent upon closure of the vacant land contract. Based upon a roll call: Member Axelrod (Yes), Member Powell (Yes), Member Rosen (Yes), Member Chudnofsky (Yes), Vice Chairperson Mendelson (Yes), and Chairperson Goldenberg (Yes). The motion passed on a 6 to 0 vote.

**Subject to the vacant land contract closing (PCN: 24-43-47-04-00-004-0020) on or before March 10, 2024 and if not closed the Development Order will be brought back before the Planning Board.**

**AMENDED MOTION:** Mendelson/Chudnofsky - Moved to amend the motion to approve (Development Order No. 23-0007) with conditions noted above. Based upon roll call: Vice Chairperson Mendelson (Yes), Member Chudnofsky (Yes), Member Rosen (Yes), Member Powell (Yes), Member Axelrod

(Yes), and Chairperson Goldenberg (Yes). The motion passed on a 6 to 0 vote.

**8. NEW BUSINESS**

A. None.

**9. ANNOUNCEMENTS**

Chairperson Goldenberg read the announcements as follows.

February 20, 2024	1:30 PM	Town Commission Meeting
March 05, 2024	1:30 PM	Town Commission Meeting
March 12, 2024	1:00 PM	Code Enforcement Meeting
March 14, 2024	9:30 AM	Planning Board Meeting

**10. ADJOURNMENT**

The meeting adjourned at 9:49 A.M.

**APPROVED** on March 14, 2024, Planning Board Regular Meeting.

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Eric Goldenberg, Chairperson

**ATTEST:**

Transcribed by: Jaclyn DeHart

03/14/2024

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Jaclyn DeHart  
Deputy Town Clerk

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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/>.

**File Attachments for Item:**

A. Development Order Application No. 23-0014 / Khi Thai

Application by Joseph Gilio, sea-tech construction, INC., for a special exception request to install a 100 linear foot seawall cap, a 375 square foot concrete dock and a 100 linear foot stem wall for the property located at 4215 Tranquility Dr.



## HIGHLAND BEACH BUILDING DEPARTMENT

3614 S. Ocean Boulevard  
Highland Beach, FL 33487  
Ph: (561) 278-4540

## PLANNING BOARD STAFF REPORT

**MEETING OF:** MARCH 14, 2024

**TO:** PLANNING BOARD

**FROM:** INGRID ALLEN, TOWN PLANNER

**SUBJECT:** APPLICATION BY JOSEPH GILIO, SEA-TECH CONSTRUCTION, INC., FOR A SPECIAL EXCEPTION REQUEST TO INSTALL A 100 LINEAR FOOT SEAWALL CAP, A 375 SQUARE FOOT CONCRETE DOCK AND A 100 LINEAR FOOT STEM WALL FOR THE PROPERTY LOCATED AT 4215 TRANQUILITY DRIVE. (DO# 23-0014)

### I. GENERAL INFORMATION:

**Applicant (Property Owner):** Khi V. Thai  
4215 Tranquility Drive  
Highland Beach, FL 33487

**Applicant's Agent:** Joseph Gilio  
Sea Tech Construction, Inc.  
1649 SW 1<sup>st</sup> Way #5  
Deerfield Beach, FL 33441

**Property Characteristics:**

**Site Location:** 4215 Tranquility Drive  
**Comprehensive Plan Land Use:** Single Family  
**Zoning District:** Residential Single Family (RS)  
**Parcel PCN#:** 24-43-47-04-02-005-0140



**Request and Analysis:**

The Applicant is proposing to install a 100 linear foot seawall cap, a 375 square foot concrete dock (7 feet 6 inches X 50 feet), and a 100 linear foot stem wall for the property located at 4215 Tranquility Drive. The property currently contains a seawall and a 364 square foot dock (5.2 feet X 70 feet).

The Applicant has obtained Florida Department of Environmental Protection (FDEP) authorization (File No. 50-0414002-001, 002-EE). The FDEP authorization letter indicates that a separate permit or authorization will not be required from the U.S. Army Corps of Engineers.

According to Section 6-128(b) of the Town Code, all seawalls west of State Road A1A shall be at base flood elevation (BFE) or higher as provided by the FEMA FIRM maps. The current BFE for the property is six (6) feet NAVD, the Applicant's proposed new seawall is at 6.00 feet NAVD.

The Town Code of Ordinances does not address stem walls; however, Table 30-4 provided in Section 30-67 of the Town Code indicates, under marine uses, that retaining walls require special exception approval by the Planning Board (Note that retaining walls and stem walls may be similar in terms of construction). In addition, Section 6-128(a) states that no retaining wall shall be erected or constructed in any water, canal or lake or on land abutting thereon, unless approved by the appropriate agencies with jurisdiction over such construction activities, the Town's consulting engineer and the Planning Board. According to the Town's consulting engineer, CAP Government, Inc., the proposed stem wall above the cap is structurally supported by it, and therefore it is part of the sea wall. The Town's consulting engineer has reviewed and accepted the stem wall.

Section 30-36(a) of the Town Code states that the Planning Board shall review and be the final authority on special exception applications involving seawalls, retaining walls and accessory marine facilities, and may approve, approve with conditions, or deny a request for such applications.

Following an approval by the Planning Board and prior to initiation of construction, the Applicant will be required to obtain a building permit from the Town of Highland Beach Building Department. Pursuant to Section 30-21(g) of the Town Code, commencement of construction shall be initiated within two (2) years following the date of approval by the Planning Board.

Staff reviewed the Applicant's proposed request including plans date stamped received by the Building Department on February 21, 2024 and finds that the project is consistent with the Town Code of Ordinances.

Should you have any questions, please feel free to contact me at (561) 637-2012 or [iallen@highlandbeach.us](mailto:iallen@highlandbeach.us)

- Attachments: Application**  
**Aerials**  
**FDEP approval**  
**Applicant proposed plans (11x17)**



# TOWN OF HIGHLAND BEACH DEVELOPMENT ORDER APPROVAL APPLICATION

Application # \_\_\_\_\_

PROPERTY INFORMATION ASSOCIATED WITH THIS APPLICATION	
Address: 4215 Tranquility Dr	PCN: 24434704020050140
Full Legal Description of the Property [as described in the deed] or reference to an attachment: Bel Lido Lt 14 Blk 5	
Zoning District: RS Residential Single Family	What is the location of the installation? <input type="checkbox"/> Intracoastal Waterway (ICW) <input checked="" type="checkbox"/> Interior Canal/Basin <input type="checkbox"/> N/A

PROPERTY OWNER (APPLICANT) INFORMATION		
Name: Khi Thai	Phone: 561-372-1612	Fax:
Mailing Address: 4215 Tranquility Dr Highland Beach FL 33487		
Email Address: khiuthai@aol.com		

APPLICANT'S AGENT INFORMATION		
Name: Joseph Gilio	Phone: 954-480-2607	Fax: 954-480-6707
Company Name: Sea Tech Construction		
Mailing Address: 1649 SW 1st Way #5 Deerfield Beach FL 33441		
Email Address: joe@seatechconstruction.com		

Provide a detailed description of the proposed project (use additional pages if necessary):

Remove existing dock & piles

Install 100'F seawall cap & piles

Install 7'6" x 50' concrete dock & piles

Install 100'F retaining wall

I give permission to the members of the Town Commission, Planning Board and staff to inspect the property for the purpose of this application. I declare that all statements made herein are true, based upon the best available information. Willful false statements may jeopardize the validity of my application or any decision issued thereon. I have fully read the information outlining the application requirements. With this application, I am submitting the necessary supporting materials listed.

Applicant's Signature: - KHI V. THAI Date: 10/16/2023

Applicant's Printed Name KHI V. THAI

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*Received by the Town Clerk's Office:*

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

Date Public Notices Mailed: \_\_\_\_\_

Date Legal Advertisement Published: \_\_\_\_\_



# 4215 Tranquility Drive





# FLORIDA DEPARTMENT OF Environmental Protection

Southeast District Office  
3301 Gun Club Road, MSC 7210-1  
West Palm Beach, FL 33406  
561-681-6600

**Ron DeSantis**  
Governor

**Jeanette Nuñez**  
Lt. Governor

**Shawn Hamilton**  
Secretary

January 11, 2022

Khi Thai  
4215 Tranquility Drive  
Boca Raton, FL 33487  
Sent via agent's e-mail: [joe@seatechconstruction.com](mailto:joe@seatechconstruction.com)

Re: File No.: 50-0414002-001,002-EE  
File Name: Thai Dock

Dear Khi Thai:

On December 20, 2021, we received your request for verification of exemption to perform the following activities: 1) replace the existing dock with a new 375 sq. ft. marginal dock, 2) install 100 linear feet of new seawall cap and batter piles; and 3) install 100 linear feet of new stem wall to be constructed on top of the existing seawall cap. The project is located in an unnamed canal, Class III Waters, adjacent to 4215 Tranquility Drive, Boca Raton (Section 4, Township 47 South, Range 43 East), in Palm Beach County (Latitude N 26°24'1.8796", Longitude W -80°4'0.6860").

Your request has been reviewed to determine whether it qualifies for (1) regulatory exemption, (2) proprietary authorization (related to state-owned submerged lands), and (3) federal approval that may be necessary for work in wetlands or waters of the United States.

**Your project qualifies for all three.** However, this letter does not relieve you from the responsibility of obtaining other federal, state, or local authorizations that may be required for the activity.

If you change the project from what you submitted, the authorization(s) granted may no longer be valid at the time of commencement of the project. Please contact us prior to beginning your project if you wish to make any changes.

If you have any questions regarding this matter, please contact John Tracey at the letterhead address or at 561-681-6717, [John.Tracey@FloridaDEP.gov](mailto:John.Tracey@FloridaDEP.gov).

## 1. Regulatory Review – VERIFIED

Based on the information submitted, the Department has verified that the activities as proposed are exempt, under Chapter 62-330.051(5)(b) and (12)(d), Florida Administrative Code, from the need to obtain a regulatory permit under Part IV of Chapter 373 of the Florida Statutes.

[www.floridadep.gov](http://www.floridadep.gov)

This exemption verification is based on the information you provided the Department and the statutes and rules in effect when the information was submitted. This verification may not be valid if site conditions materially change, the project design is modified, or the statutes or rules governing the exempt activity are amended. In the event you need to re-verify the exempt status for the activity, a new request and verification fee will be required. Any substantial modifications to the project design should be submitted to the Department for review, as changes may result in a permit being required.

## **2. Proprietary Review- NOT REQUIRED**

The activity does not require further authorization under chapter 253 of the Florida Statutes, or chapters 18-20 or 18-21 of the Florida Administrative Code.

## **3. Federal Review - APPROVED**

Your proposed activity as outlined in your application and attached drawings qualifies for Federal authorization pursuant to the State Programmatic General Permit VI, and a **SEPARATE permit** or authorization **will not be required** from the Corps. Please note that the Federal authorization expires on July 27, 2026. However, your authorization may remain in effect for up to 1 additional year, if provisions of Special Condition 15 of the SPGP VI permit instrument are met. You, as permittee, are required to adhere to all General Conditions and Special Conditions that may apply to your project. Special conditions required for your project are attached. A copy of the SPGP VI with all terms and conditions and the General Conditions may be found online in the Jacksonville District Regulatory Division Sourcebook:

(<https://www.saj.usace.army.mil/Missions/Regulatory/Source-Book/>).

Authority for review - an agreement with the USACOE entitled “Coordination Agreement Between the U. S. Army Corps of Engineers (Jacksonville District) and the Florida Department of Environmental Protection (or Duly Authorized Designee), State Programmatic General Permit”, Section 10 of the Rivers and Harbor Act of 1899, and Section 404 of the Clean Water Act.

## **Additional Information**

Please retain this letter. The activities may be inspected by authorized state personnel in the future to ensure compliance with appropriate statutes and administrative codes. If the activities are not in compliance, you may be subject to penalties under Chapter 373, F.S., and Chapter 18-14, F.A.C.

## **NOTICE OF RIGHTS**

This action is final and effective on the date filed with the Clerk of the Department unless a petition for an administrative hearing is timely filed under Sections 120.569 and 120.57, F.S., before the deadline for filing a petition. On the filing of a timely and sufficient petition, this action will not be final and effective until further order of the Department. Because the administrative hearing process is designed to formulate final agency action, the hearing process may result in a modification of the agency action or even denial of the application.

### Petition for Administrative Hearing

A person whose substantial interests are affected by the Department's action may petition for an administrative proceeding (hearing) under Sections 120.569 and 120.57, F.S. Pursuant to Rules 28-106.201 and 28-106.301, F.A.C., a petition for an administrative hearing must contain the following information:

- (a) The name and address of each agency affected and each agency's file or identification number, if known;
- (b) The name, address, any e-mail address, any facsimile number, and telephone number of the petitioner, if the petitioner is not represented by an attorney or a qualified representative; the name, address, and telephone number of the petitioner's representative, if any, which shall be the address for service purposes during the course of the proceeding; and an explanation of how the petitioner's substantial interests will be affected by the agency determination;
- (c) A statement of when and how the petitioner received notice of the agency decision;
- (d) A statement of all disputed issues of material fact. If there are none, the petition must so indicate;
- (e) A concise statement of the ultimate facts alleged, including the specific facts that the petitioner contends warrant reversal or modification of the agency's proposed action;
- (f) A statement of the specific rules or statutes that the petitioner contends require reversal or modification of the agency's proposed action, including an explanation of how the alleged facts relate to the specific rules or statutes; and
- (g) A statement of the relief sought by the petitioner, stating precisely the action that the petitioner wishes the agency to take with respect to the agency's proposed action.

The petition must be filed (received by the Clerk) in the Office of General Counsel of the Department at 3900 Commonwealth Boulevard, Mail Station 35, Tallahassee, Florida 32399-3000, or via electronic correspondence at [Agency\\_Clerk@dep.state.fl.us](mailto:Agency_Clerk@dep.state.fl.us). Also, a copy of the petition shall be mailed to the applicant at the address indicated above at the time of filing.

### Time Period for Filing a Petition

In accordance with Rule 62-110.106(3), F.A.C., petitions for an administrative hearing by the applicant and persons entitled to written notice under Section 120.60(3), F.S., must be filed within 21 days of receipt of this written notice. Petitions filed by any persons other than the applicant, and other than those entitled to written notice under Section 120.60(3), F.S., must be filed within 21 days of publication of the notice or within 21 days of receipt of the written notice, whichever occurs first. You cannot justifiably rely on the finality of this decision unless notice of this decision and the right of substantially affected persons to challenge this decision has been duly published or otherwise provided to all persons substantially affected by the decision. While you are not required to publish notice of this action, you may elect to do so pursuant Rule 62-110.106(10)(a).

The failure to file a petition within the appropriate time period shall constitute a waiver of that person's right to request an administrative determination (hearing) under Sections 120.569 and 120.57, F.S., or to intervene in this proceeding and participate as a party to it. Any subsequent intervention (in a proceeding initiated by another party) will be only at the discretion of the presiding officer upon the filing of a motion in compliance with Rule 28-106.205, F.A.C. If you



do not publish notice of this action, this waiver will not apply to persons who have not received written notice of this action.

#### Extension of Time

Under Rule 62-110.106(4), F.A.C., a person whose substantial interests are affected by the Department's action may also request an extension of time to file a petition for an administrative hearing. The Department may, for good cause shown, grant the request for an extension of time. Requests for extension of time must be filed with the Office of General Counsel of the Department at 3900 Commonwealth Boulevard, Mail Station 35, Tallahassee, Florida 32399-3000, or via electronic correspondence at Agency\_Clerk@dep.state.fl.us, before the deadline for filing a petition for an administrative hearing. A timely request for extension of time shall toll the running of the time period for filing a petition until the request is acted upon.

#### Mediation

Mediation is not available in this proceeding.

#### FLAWAC Review

The applicant, or any party within the meaning of Section 373.114(1)(a) or 373.4275, F.S., may also seek appellate review of this order before the Land and Water Adjudicatory Commission under Section 373.114(1) or 373.4275, F.S. Requests for review before the Land and Water Adjudicatory Commission must be filed with the Secretary of the Commission and served on the Department within 20 days from the date when this order is filed with the Clerk of the Department.

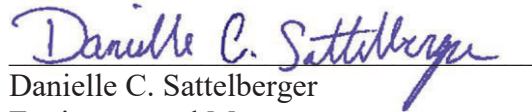
#### Judicial Review

Once this decision becomes final, any party to this action has the right to seek judicial review pursuant to Section 120.68, F.S., by filing a Notice of Appeal pursuant to Florida Rules of Appellate Procedure 9.110 and 9.190 with the Clerk of the Department in the Office of General Counsel (Station #35, 3900 Commonwealth Boulevard, Tallahassee, Florida 32399-3000) and by filing a copy of the Notice of Appeal accompanied by the applicable filing fees with the appropriate district court of appeal. The notice must be filed within 30 days from the date this action is filed with the Clerk of the Department.

## EXECUTION AND CLERKING

Executed in Orlando, Florida.

## STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION

  
Danielle C. Sattelberger  
Environmental Manager  
Southeast District

### Enclosures:

Attachment A: Specific Exemption Rule(s)  
Special Conditions for Federal Authorization for SPGP VI-R1  
General Conditions for Federal Authorization for SPGP VI-R1  
Project drawings, 7 pages

## CERTIFICATE OF SERVICE

The undersigned duly designated deputy clerk hereby certifies that this document and all attachments were sent on the filing date below to the following listed persons:

FDEP – Danielle Sattelberger, John Tracey  
U.S. Army Corps of Engineers, [spgp@usace.army.mil](mailto:spgp@usace.army.mil)  
Joseph Gilio, Sea Tech Construction, [joe@seatechconstruction.com](mailto:joe@seatechconstruction.com)

### Additional mailings:

Matt Mitchell, Palm Beach County, Environmental Resources, [mmitchell@pbcgov.org](mailto:mmitchell@pbcgov.org)

## FILING AND ACKNOWLEDGMENT

FILED, on this date, pursuant to Section 120.52, F. S., with the designated Department Clerk, receipt of which is hereby acknowledged.

  
Clerk                      January 11, 2022  
Date

## Attachment A

### 62-330.051 Exempt Activities.

The activities meeting the limitations and restrictions below are exempt from permitting. However, if located in, on, or over state-owned submerged lands, they are subject to a separate authorization under chapters 253 and 258, F.S., as applicable.

#### (5) Dock, Pier, Boat Ramp and Other Boating-related Work –

(b) Installation of private docks, piers, and recreational docking facilities, and installation of local governmental piers and recreational docking facilities, in accordance with section 403.813(1)(b), F.S. This includes associated structures such as boat shelters, boat lifts, and roofs, provided:

1. The cumulative square footage of the dock or pier and all associated structures located over wetlands and other surface waters does not exceed the limitations in section 403.813(1)(b), F.S.;

2. No structure is enclosed on more than three sides with walls and doors;

3. Structures are not used for residential habitation or commercial purposes, or storage of materials other than those associated with water dependent recreational use; and

4. Any dock and associated structure shall be the sole dock as measured along the shoreline for a minimum distance of 65 feet, unless the parcel of land or individual lot as platted is less than 65 feet in length along the shoreline, in which case there may be one exempt dock allowed per parcel or lot.

(12) Construction, Replacement, Restoration, Enhancement, and Repair of Seawall, Riprap, and Other Shoreline Stabilization –

(d) Installation of batter piles, king piles, or a seawall cap, used exclusively to stabilize and repair seawalls, provided they do not impede navigation.

## **Special Conditions for Federal Authorizations for SPGP VI-R1**

1. Authorization, design and construction must adhere to the terms of the SPGP VI instrument including the General Conditions for All Projects, Special Conditions for All Projects, Applicable activity-specific special conditions, Procedure and Work Authorized sections.
2. Design and construction must adhere to the PDCs for In-Water Activities (Attachment 28, from PDCs AP.7 through AP11, inclusive, of JAXBO) (Reference: JAXBO PDC AP.1.).
3. All activities must be performed during daylight hours (Reference: JAXBO PDC AP.6.).
4. For all projects involving the installation of piles, sheet piles, concrete slab walls or boatlift I-beams (Reference Categories A, B and C of JAXBO *PDCs for In-Water Noise from Pile and Sheet Pile Installation*, page 86):
  - a. Construction methods limited to trench and fill, pilot hole (auger or drop punch), jetting, vibratory, and impact hammer (however, impact hammer limited to installing no more than 5 per day).
  - b. Material limited to wood piles with a 14-inch diameter or less, concrete piles with a 24-inch diameter/width or less, metal pipe piles with a 36-inch diameter or less, metal boatlift I-beams, concrete slab walls, vinyl sheet piles, and metal sheet piles.
  - c. Any installation of metal pipe or metal sheet pile by impact hammer is not authorized (Reference: Categories D and E of JAXBO *PDCs for In-Water Noise from Pile and Sheet Pile Installation*, page 86.).
  - d. Projects within the boundary of the NOAA Florida Keys National Marine Sanctuary require prior approval from the Sanctuary (Reference: JAXBO PDCs AP.14 and A1.6).
5. The Permittee shall comply with the “Standard Manatee Conditions for In-Water Work – 2011” (Attachment 29).
6. No structure or work shall adversely affect or disturb properties listed in the National Register of Historic Places or those eligible for inclusion in the National Register. Prior to the start of work, the Applicant/Permittee or other party on the Applicant’s/Permittee’s behalf, shall conduct a search of known historical properties by contracting a professional archaeologist, and contacting the Florida Master Site File at 850-245-6440 or SiteFile@dos.state.fl.us. The Applicant/Permittee can also research sites in the National Register Information System (NRIS). Information can be found at <http://www.cr.nps.gov/nr/research>.

- a. If, during the initial ground disturbing activities and construction work, there are archaeological/cultural materials unearthed (which shall include, but not be limited to: pottery, modified shell, flora, fauna, human remains, ceramics, stone tools or metal implements, dugout canoes or any other physical remains that could be associated with Native American cultures or early colonial or American settlement), the Permittee shall immediately stop all work in the vicinity and notify the Compliance and Review staff of the State Historic Preservation Office at 850-245- 6333 and the Corps Regulatory Archeologist at 904-232-3270 to assess the significance of the discovery and devise appropriate actions, including salvage operations. Based on the circumstances of the discovery, equity to all parties, and considerations of the public interest, the Corps may modify, suspend, or revoke the permit in accordance with 33 C.F.R. § 325.7.
  - b. In the unlikely event that human remains are identified, the remains will be treated in accordance with Section 872.05, Florida Statutes; all work in the vicinity shall immediately cease and the local law authority, and the State Archaeologist (850-245-6444) and the Corps Regulatory Archeologist at 904-232-3270 shall immediately be notified. Such activity shall not resume unless specifically authorized by the State Archaeologist and the Corps.
7. The Permittee is responsible for obtaining any “take” permits required under the U.S. Fish and Wildlife Service’s regulations governing compliance with these laws. The Permittee should contact the appropriate local office of the U.S. Fish and Wildlife Service to determine if such “take” permits are required for a particular activity.
  8. Mangroves. The design and construction of a Project must comply with the following (Reference: JAXBO PDCs AP.3 and AP.12.):
    - a. All projects must be sited and designed to avoid or minimize impacts to mangroves.
    - b. Mangrove removal must be conducted in a manner that avoids any unnecessary removal and is limited to the following instances:
      - (1) Removal to install up to a 4-ft-wide walkway for a dock.
      - (2) Removal of mangroves above the mean high water line (MHWL) provided that the tree does not have any prop roots that extend into the water below the MHWL.
      - (3) Mangrove trimming. Mangrove trimming refers to the removal (using hand equipment such as chain saws and/or machetes) of lateral branches (i.e., no alteration of the trunk of the tree) in a manner that ensures survival of the tree.
        - (a) Projects with associated mangrove trimming waterward of the MHWL are authorized if the trimming: (a) occurs within the area where the authorized structures are placed or will be placed (i.e., removal of branches that overhang a dock or lift),
        - (b) is necessary to provide temporary construction access, and (c) is conducted in a

manner that avoids any unnecessary trimming.

(b) Projects proposing to remove red mangrove prop roots waterward of the MHWL are not authorized, except for removal to install the dock walkways as described above.

9. For Projects authorized under this SPGP VI in navigable waters of the U.S., the Permittee understands and agrees that, if future operations by the United States require the removal, relocation, or other alteration, of the structures or work herein authorized, or if, in the opinion of the Secretary of the Army or his authorized representative, said structure or work shall cause unreasonable obstruction to the free navigation of the navigable waters, the Permittee will be required, upon due notice from the Corps of Engineers, to remove, relocate, or alter the structural work or obstructions caused thereby, without expense to the United States. No claim shall be made against the United States on account of any such removal or alteration.

10. Notifications to the Corps. For all authorizations under this SPGP VI, including Self-Certifications, the Permittee shall provide the following notifications to the Corps:

a. Commencement Notification. Within 10 days from the date of initiating the work authorized by this permit the Permittee shall submit a completed "Commencement Notification" form (Attachment 8).

b. Corps *Self-Certification Statement of Compliance* form. Within 60 days of completion of the work authorized by this permit, the Permittee shall complete the "Self-Certification Statement of Compliance" form (Attachment 9) and submit it to the Corps. In the event that the completed work deviates in any manner from the authorized work, the Permittee shall describe the deviations between the work authorized by this permit and the work as constructed on the "Self-Certification Statement of Compliance" form. The description of any deviations on the "Self-Certification Statement of Compliance" form does not constitute approval of any deviations by the Corps.

c. Permit Transfer. When the structures or work authorized by this permit are still in existence at the time the property is transferred, the terms and conditions of this permit will continue to be binding on the new owner(s) of the property. To validate the transfer of this permit and the associated liabilities associated with compliance with its terms and conditions, have the transferee sign and date the enclosed form (Attachment 10).

d. Reporting Address. The Permittee shall submit all reports, notifications, documentation, and correspondence required by the general and special conditions of this permit to the following address.

(1) For standard mail: U.S. Army Corps of Engineers, Regulatory Division, Enforcement Section, P.O. Box 4970, Jacksonville, FL, 32232-0019.

(2) For electronic mail: SAJ-RD-Enforcement@usace.army.mil (not to exceed 10 MB). The Permittee shall reference this permit number, SAJ-2015-2575 on all submittals.

11. The District Engineer reserves the right to require that any request for authorization under this SPGP VI be evaluated as an Individual Permit. Conformance with the terms and conditions of the SPGP VI does not automatically guarantee Federal authorization.
12. On a case-by-case basis, the Corps may impose additional Special Conditions which are deemed necessary to minimize adverse environmental impacts.
13. Failure to comply with all conditions of the SPGP VI constitutes a violation of the Federal authorization.
14. The SPGP VI will be valid through the expiration date unless suspended or revoked by issuance of a public notice by the District Engineer. The Corps, in conjunction with the Federal resource agencies, will conduct periodic reviews to ensure that continuation of the permit during the period ending expiration date, is not contrary to the public interest. The SPGP VI will not be extended beyond the expiration date but may be replaced by a new SPGP. If revocation occurs, all future applications for activities covered by the SPGP VI will be evaluated by the Corps.
15. If the SPGP VI expires, is revoked, or is terminated prior to completion of the authorized work, authorization of activities which have commenced or are under contract to commence in reliance upon the SPGP VI will remain in effect provided the activity is completed within 12 months of the date the SPGP VI expired or was revoked.

**Special Conditions for *Shoreline Stabilization* activities.**

16. Shoreline stabilization structures other than vertical seawalls shall be no steeper than a 2 horizontal:1 vertical slope (Reference: JAXBO PDC A1.1.4.).
17. Placement of backfill is limited to those situations where it is necessary to level the land behind seawalls or riprap.
18. Living shoreline structures and permanent wave attenuation structures can only be constructed out of the following materials: oyster breakwaters, clean limestone boulders or stone (sometimes contained in metal baskets or cages to contain the material), small mangrove islands, biologs, coir, rock sills, and pre-fabricated structures made of concrete and rebar that are designed in a manner so that they do not trap sea turtles, smalltooth sawfish, or sturgeon (Reference: JAXBO PDC A7.5.).
  - a. Reef balls or similar structures are authorized if they are not open on the bottom, are open-bottom structures with a top opening of at least 4 ft, or are pre-fabricated structures, such as reef discs stacked on a pile, and are designed in a manner that would not entrap sea turtles.
  - b. Oyster reef materials shall be placed and constructed in a manner that ensures that

materials will remain stable and that prevents movement of materials to surrounding areas (e.g., oysters will be contained in bags or attached to mats and loose cultch must be surrounded by contained or bagged oysters or another stabilizing feature) (Reference: JAXBO PDC A7.2.).

c. Oyster reef materials shall be placed in designated locations only (i.e., the materials shall not be indiscriminately dumped or allowed to spread outside of the reef structure) (Reference: JAXBO PDC A7.3.)

d. Wave attenuation structures must have 5 ft gaps at least every 75 ft in length as measured parallel to the shoreline and at the sea floor, to allow for tidal flushing and species movement (Reference: JAXBO PDC A7.6.).

e. Other materials are not authorized by this SPGP VI (Reference: JAXBO PDC A7.5.).

**Special Conditions for Docks, Piers, Associated Facilities, and other Minor Piling-Supported Structures.**

19. Chickees must be less than 500 ft<sup>2</sup> and support no more than 2 slips (Reference: JAXBO PDC A2.1.6.).

20. The design and construction of a Project over marsh (emergent vegetation) must comply with the following:

a. The piling-supported structure shall be aligned so as to have the smallest over-marsh footprint as practicable.

b. The over-marsh portion of the piling-supported structure (decking) shall be elevated to at least 4 feet above the marsh floor.

c. The width of the piling-supported is limited to a maximum of 4 feet. Any exceptions to the width must be accompanied by an equal increase in height requirement.

21. Mangroves. For pile-supported structures, the following additional requirements for mangroves found in the joint U.S. Army Corps of Engineers'/National Marine Fisheries Service's "Construction Guidelines in Florida for Minor Piling-Supported Structures Constructed in or over Submerged Aquatic Vegetation (SAV), Marsh or Mangrove Habitat" U.S. Army Corps of Engineers/National Marine Fisheries Service updated November 2017 (Attachment 11) shall apply:

a. The width of the piling-supported structure is limited to a maximum of 4 feet.

b. Mangrove clearing is restricted to the width of the piling-supported structure.



c. The location and alignment of the piling-supported structure should be through the narrowest area of the mangrove fringe.

22. Regarding SAV, the design and construction of a Project must comply with the following:

a. A pile supported structure

(1) that is located on a natural waterbody (i.e. outside an artificial waterway that was excavated for boating access and is bordered by residential properties); and

(2) that is within the range of seagrass (estuarine waters within all coastal counties except for Nassau, Duval, St Johns, Flagler and Volusia north of Ponce Inlet), but outside of the range of Johnson's seagrass (the range of Johnson's seagrass is defined as Turkey Creek/Palm Bay south to central Biscayne Bay in the lagoon systems on the east coast of Florida) will be constructed to the following standards:

(a) If no survey is performed in accordance with the methods described in the Procedure section of this document, section I.3, then SAV is presumed present and the pile-supported structure must comply with, or provide a higher level of protection than, the protective criteria in the joint U.S. Army Corps of Engineers'/National Marine Fisheries Service's "*Construction Guidelines in Florida for Minor Piling- Supported Structures Constructed in or over Submerged Aquatic Vegetation (SAV), Marsh or Mangrove Habitat*" U.S. Army Corps of Engineers/National Marine Fisheries Service updated November 2017 (Attachment 11). For the purposes of SPGP, two uncovered boatlifts are allowed.

(i) If the pile supported structure is currently serviceable, repair and replacement may occur in the same footprint without completion of a benthic survey.

(ii) Boatlifts and minor structures in Monroe County may be installed within existing boat slips without completion of a SAV survey. Boatlift accessory structures, like catwalks, shall adhere to "*Construction Guidelines in Florida for Minor Piling- Supported Structures Constructed in or over Submerged Aquatic Vegetation (SAV), Marsh or Mangrove Habitat*" U.S. Army Corps of Engineers/National Marine Fisheries Service updated November 2017 (Attachment 11) if a SAV survey has not been completed.

(iii) A marginal dock may be constructed a maximum of 5 feet overwater, as measured from the waterward face (wet face) of the seawall).

(b) If a survey is performed in accordance with the methods described in the Procedure section of this document, section I.3, and SAV is present (including seagrass, tidal freshwater SAV and emergent vegetation), then the pile-supported structure must comply with, or provide a higher level of protection than, the protective criteria in the joint U.S. Army Corps of Engineers'/National Marine Fisheries Service's "Construction

Guidelines in Florida for Minor Piling-Supported Structures Constructed in or over Submerged Aquatic Vegetation (SAV), Marsh or Mangrove Habitat” U.S. Army Corps of Engineers/National Marine Fisheries Service updated November 2017 (Attachment 11). For the purposes of this permit, two uncovered boatlifts are allowed.

(i) If the pile supported structure is currently serviceable, repair and replacement may occur in the same footprint without completion of a benthic survey.

(ii) Boatlifts may be installed within existing boat slips without completion of a SAV survey.

(iii) A marginal dock may be constructed a maximum of 5 feet overwater, as measured from the waterward face (wet face) of the seawall).

(c) If a survey is performed in accordance with the methods described in the Procedure section of this document, section I.3, and SAV is absent (including seagrass, tidal freshwater SAV and emergent vegetation), then no design restrictions are required and boatlifts may include a cover.

(d) A pile supported structure

(i) that is located on a natural waterbody (i.e. outside an artificial waterway that was excavated for boating access and is bordered by residential properties); and

(ii) that is within the range of Johnson’s seagrass (the range of Johnson’s seagrass is defined as Turkey Creek/Palm Bay south to central Biscayne Bay in the lagoon systems on the east coast of Florida) but not within Johnson’s seagrass critical habitat will be constructed to the following standards:

(iii) If no survey is performed in accordance with the methods described in the Procedure section of this document, section I.3, then seagrass is presumed present and the pile-supported structure must comply with or provide a higher level of protection than, the protective criteria in the joint U.S. Army Corps of Engineers’/National Marine Fisheries Service’s “Construction Guidelines in Florida for Minor Piling-Supported Structures Constructed in or over Submerged Aquatic Vegetation (SAV), Marsh or Mangrove Habitat” U.S. Army Corps of Engineers/National Marine Fisheries Service updated November 2017 (Attachment 11) with the sole exception of the number of allowable boat lifts. For the purposes of this permit, two uncovered boatlifts are allowed.

(e) If a survey is performed in accordance with the methods described in the Procedure section of this document, section I.3, and SAV is present (including seagrass, tidal freshwater SAV and emergent vegetation), THEN pile-supported structure must comply with or provide a higher level of protection than, the protective criteria in the joint U.S. Army Corps of Engineers’/National Marine Fisheries Service’s “Construction Guidelines in Florida for Minor Piling-Supported Structures Constructed in or over Submerged Aquatic Vegetation (SAV), Marsh or Mangrove Habitat” U.S. Army Corps of Engineers/National Marine Fisheries Service updated November 2017 (Attachment 11).

For the purposes of this permit, two uncovered boatlifts are allowed.

(f) If a survey is performed in accordance with the methods described in the procedure section of this document, section I.3, and SAV is absent (including seagrass, tidal freshwater SAV and emergent vegetation), THEN no design restrictions are required and boatlifts may include a cover.

(g) A pile supported structure located within Johnson's seagrass critical habitat will be constructed to the following standards:

(i) If no survey is performed in accordance with the methods described in the Procedure section of this document, section I.3, then seagrass is presumed present and the pile-supported structure must comply with or provide a higher level of protection than, the protective criteria in the joint U.S. Army Corps of Engineers'/National Marine Fisheries Service's "Construction Guidelines in Florida for Minor Piling-Supported Structures Constructed in or over Submerged Aquatic Vegetation (SAV), Marsh or Mangrove Habitat" U.S. Army Corps of Engineers/National Marine Fisheries Service updated November 2017 (Attachment 11) with the sole exception of the number of allowable boat lifts. For the purposes of this permit, two uncovered boatlifts are allowed.

(ii) If a survey is performed in accordance with the methods described in the Procedure section of this document, section I.3, and SAV is absent and the project is

1. A dock replacement in the same footprint, no design restrictions are required.
2. A new dock or dock expansion THEN pile-supported structure must comply with or provide a higher level of protection than, the protective criteria in the joint U.S. Army Corps of Engineers'/National Marine Fisheries Service's "Construction Guidelines in Florida for Minor Piling-Supported Structures Constructed in or over Submerged Aquatic Vegetation (SAV), Marsh or Mangrove Habitat" U.S. Army Corps of Engineers/National Marine Fisheries Service updated November 2017 (Attachment 11). For the purposes of this permit, two uncovered boatlifts are allowed.

(iii) If a survey is performed in accordance with the methods described in the Procedure section of this document, section I.3, and SAV is present (including seagrass, tidal freshwater SAV and emergent vegetation), then pile-supported structure must comply with or provide a higher level of protection than, the protective criteria in the joint U.S. Army Corps of Engineers'/National Marine Fisheries Service's "Construction Guidelines in Florida for Minor Piling-Supported Structures Constructed in or over Submerged Aquatic Vegetation (SAV), Marsh or Mangrove Habitat" U.S. Army Corps of Engineers/National Marine Fisheries Service updated November 2017 (Attachment 11). For the purposes of this permit, two uncovered boatlifts are allowed.

23. North Atlantic Right Whale. The attached North Atlantic Right Whale Information Form

(Attachment 30) describes the presence of North Atlantic right whales in the area and the Federal regulations governing the approach to North Atlantic right whales. The FDEP or Designee will attach the North Atlantic Right Whale Information Form to their authorizations for any dock project (new construction, repair, or replacement) at a private residence located within 11 nautical miles of an inlet that leads to areas within the known range of North Atlantic right whale. These zones, with an 11 nm radius, are described by the North Atlantic Right Whale Educational Sign Zones, Attachment 7 (from Section 2.1.1.4 of JAXBO, pages 31 and 32, inclusive). (Reference JAXBO PDC A2.4).

24. Educational Signs. For commercial, multi-family, or public facilities, and marine events, signs must be posted as described below (Reference: These replicate JAXBO PDCs A.2.2 and A.2.2.1 to A.2.2.3., inclusive, within the table PDCs Specific to Activity 2 - Pile Supported Structures and Anchored Buoys, starting on page 112.):

a. For commercial, multi-family, or public facilities, and marine events, signs must be posted in a visible location(s), alerting users of listed species in the area susceptible to vessel strikes and hook-and-line captures. The most current version of the signs that must be downloaded and sign installation guidance are available at: (<https://www.fisheries.noaa.gov/southeast/consultations/protected-species-educational-signs>). The signs required to be posted by area are stated below: <https://www.fisheries.noaa.gov/southeast/consultations/protected-species-educational-signs>

(1) All projects in Florida shall use the Save Sea Turtle, Sawfish, and Dolphin sign. These signs shall include contact information to the sea turtle and marine mammal stranding networks and smalltooth sawfish encounter database.

(2) Projects within the North Atlantic right whale educational sign zone shall post the Help Protect North Atlantic Right Whales sign.

(3) On the east coast of Florida, projects located within the St. Johns River and those occurring north of the St. Johns River to the Florida-Georgia line shall post the Report Sturgeon sign. On the west coast of Florida, projects occurring from the Cedar Key, Florida north to the Florida-Alabama line.

25. Monofilament Recycling Bins. For commercial, multi-family, or public facilities, monofilament recycling bins must be provided as described below (Reference: The below replicates PDC A.2.3 within the table PDCs Specific to Activity 2 –Pile Supported Structures and Anchored Buoys, the PDC itself on page 113 of the JAXBO.):

a. For commercial, multi-family, or public facilities, monofilament recycling bins must be provided at the docking facility to reduce the risk of turtle or sawfish entanglement in, or ingestion of, marine debris. Monofilament recycling bins must:

(1) Be constructed and labeled according to the instructions provided at

<http://mrrp.myfwc.com>.

(2) Be maintained in working order and emptied frequently (according to <http://mrrp.myfwc.com> standards) so that they do not overflow.

26. Lighting for docks installed within visible distance of ocean beaches. If lighting is necessary, then turtle-friendly lighting shall be installed. Turtle-friendly lighting is explained and examples are provided on the Florida Fish and Wildlife Conservation Commission website: <http://myfwc.com/wildlifehabitats/managed/sea-turtles/lighting/> (Reference: JAXBO PDC A2.8.).
27. Construction Location. Project construction shall take place from uplands or from floating equipment (e.g., barge); prop or wheel-washing is prohibited (Reference: JAXBO PDC A2.9.).
28. Aids to Navigation (ATONs). ATONs must be approved by and installed in accordance with the requirements of the U.S. Coast Guard (i.e., 33 C.F.R., chapter I, subchapter C, part 66, Section 10 of the Rivers and Harbors Act, and any other pertinent requirements) (Reference: JAXBO PDC A2.5.).
29. Aids to Navigation (ATONs) in Acropora critical habitat. The distance from ATONs to ESA-listed corals and Acropora critical habitat (Attachment 20) shall ensure there are no impacts to the corals or the essential feature of Acropora critical habitat from the movement of buoys and tackle. The appropriate distance shall be based on the size of the anchor chain or other tackle to be installed to secure the buoy to its anchor, particularly when the design of the ATON does not prohibit the contact of tackle with the marine bottom. In all cases, buoy tackle will include flotation to ensure there is no contact between the anchor chain or line and the marine bottom (Reference: JAXBO PDC A2.10.).
30. Within Loggerhead sea turtle critical habitat (Reference: JAXBO PDC A2.15.):
  - (1) ATONs (pile-supported and anchored buoys) are allowed in nearshore reproductive habitat of the Northwest Atlantic Distinct Population Segment (NWA DPS) of loggerhead sea turtle critical habitat.
  - (2) No other pile-supported structures are allowed in nearshore reproductive habitat.

**General Conditions for All Projects:**

1. The time limit for completing the work authorized ends on July 27, 2026.
2. You must maintain the activity authorized by this permit in good condition and in conformance with the terms and conditions of this permit. You are not relieved of this requirement if you abandon the permitted activity, although you may make a good faith transfer to a third party in compliance with General Condition 4 below. Should you wish to

cease to maintain the authorized activity or should you desire to abandon it without a good faith transfer, you must obtain a modification of this permit from this office, which may require restoration of the area.

3. If you discover any previously unknown historic or archeological remains while accomplishing the activity authorized by this permit, you must immediately notify this office of what you have found. We will initiate the Federal and State coordination required to determine if the remains warrant a recovery effort or if the site is eligible for listing in the National Register of Historic Places.
4. If you sell the property associated with this permit, you must obtain the signature of the new owner on the enclosed form (Attachment 10) and forward a copy of the permit to this office to validate the transfer of this authorization.
5. If a conditioned water quality certification has been issued for your project, you must comply with the conditions specified in the certification as special conditions to this permit.
6. You must allow representatives from this office to inspect the authorized activity at any time deemed necessary to ensure that it is being or has been accomplished in accordance with the terms and conditions of your permit.

Further Information:

1. Limits of this authorization.
  - a. This permit does not obviate the need to obtain other Federal, State, or local authorizations required by law.
  - b. This permit does not grant any property rights or exclusive privileges.
  - c. This permit does not authorize any injury to the property or rights of others.
  - d. This permit does not authorize interference with any existing or proposed Federal projects.
2. Limits of Federal Liability. In issuing this permit, the Federal Government does not assume any liability for the following:
  - a. Damages to the permitted project or uses thereof as a result of other permitted or unpermitted activities or from natural causes.
  - b. Damages to the permitted project or uses thereof as a result of current or future activities undertaken by or on behalf of the United States in the public interest.
  - c. Damages to persons, property, or to other permitted or unpermitted activities or structures caused by the activity authorized by this permit.

- d. Design or Construction deficiencies associated with the permitted work.
  - e. Damage claims associated with any future modification, suspension, or revocation of this permit.
3. Reliance on Applicant's Data: The determination of this office that issuance of this permit is not contrary to the public interest was made in reliance on the information you provided.
  4. Reevaluation of Permit Decision: This office may reevaluate its decision on this permit at any time the circumstances warrant. Circumstances that could require a reevaluation include, but are not limited to, the following:
    - a. You fail to comply with the terms and conditions of this permit.
    - b. The information provided by you in support of your permit application proves to have been false, incomplete, or inaccurate (see 3 above).
    - c. Significant new information surfaces which this office did not consider in reaching the original public interest decision.
  5. Such a reevaluation may result in a determination that it is appropriate to use the suspension, modification, and revocation procedures contained in 33 CFR 325.7 or enforcement procedures such as those contained in 33 CFR 326.4 and 326.5. The referenced enforcement procedures provide for the issuance of an administrative order requiring you comply with the terms and conditions of your permit and for the initiation of legal action where appropriate. You will be required to pay for any corrective measures ordered by this office, and if you fail to comply with such directive, this office may in certain situations (such as those specified in 33 CER 209.170) accomplish the corrective measures by contract or otherwise and bill you for the cost.
  6. When the structures or work authorized by this permit are still in existence at the time the property is transferred, the terms and conditions of this permit will continue to be binding on the new owner(s) of the property. To validate the transfer of this permit and the associated liabilities associated with compliance with its terms and conditions, have the transferee sign and date the enclosed form.
  7. The Permittee understands and agrees that, if future operations by the United States require the removal, relocation, or other alteration, of the structures or work herein authorized, or if, in the opinion of the Secretary of the Army or his authorized representative, said structure or work shall cause unreasonable obstruction to the free navigation of the navigable waters, the Permittee will be required, upon due notice from the U.S. Army Corps of Engineers, to remove, relocate, or alter the structural work or obstructions caused thereby, without expense to the United States. No claim shall be made against the United States on account of any such removal, relocation or alteration.

**Department of the Army Permit Transfer for SPGP VI-R1**

PERMITEE: \_\_\_\_\_

PERMIT NUMBER: \_\_\_\_\_ DATE: \_\_\_\_\_

ADDRESS/LOCATION OF PROJECT:

\_\_\_\_\_

\_\_\_\_\_  
(Subdivision)

\_\_\_\_\_  
(Lot)

\_\_\_\_\_  
(Block)

When the structures or work authorized by this permit are still in existence at the time the property is transferred, the terms and conditions of this permit will continue to be binding on the new owner(s) of the property. Although the construction period for works authorized by Department of the Army permits is finite, the permit itself, with its limitations, does not expire.

To validate the transfer of this permit and the associated responsibilities associated with compliance with its terms and conditions, have the transferee sign and date below and mail to the U.S. Army Corps of Engineers, Enforcement Branch, Post Office Box 4970, Jacksonville, FL 32232-0019.

\_\_\_\_\_  
(Transferee Signature)

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Name Printed)

\_\_\_\_\_  
(Street address)

\_\_\_\_\_  
(Mailing address)

\_\_\_\_\_  
(City, State, Zip Code)



**STANDARD MANATEE CONDITIONS FOR IN-WATER WORK**  
2011

The permittee shall comply with the following conditions intended to protect manatees from direct project effects:

- a. All personnel associated with the project shall be instructed about the presence of manatees and manatee speed zones, and the need to avoid collisions with and injury to manatees. The permittee shall advise all construction personnel that there are civil and criminal penalties for harming, harassing, or killing manatees which are protected under the Marine Mammal Protection Act, the Endangered Species Act, and the Florida Manatee Sanctuary Act.
- b. All vessels associated with the construction project shall operate at "Idle Speed/No Wake" at all times while in the immediate area and while in water where the draft of the vessel provides less than a four-foot clearance from the bottom. All vessels will follow routes of deep water whenever possible.
- c. Siltation or turbidity barriers shall be made of material in which manatees cannot become entangled, shall be properly secured, and shall be regularly monitored to avoid manatee entanglement or entrapment. Barriers must not impede manatee movement.
- d. All on-site project personnel are responsible for observing water-related activities for the presence of manatee(s). All in-water operations, including vessels, must be shutdown if a manatee(s) comes within 50 feet of the operation. Activities will not resume until the manatee(s) has moved beyond the 50-foot radius of the project operation, or until 30 minutes elapses if the manatee(s) has not reappeared within 50 feet of the operation. Animals must not be herded away or harassed into leaving.
- e. Any collision with or injury to a manatee shall be reported immediately to the FWC Hotline at 1-888-404-3922. Collision and/or injury should also be reported to the U.S. Fish and Wildlife Service in Jacksonville (1-904-731-3336) for north Florida or Vero Beach (1-772-562-3909) for south Florida, and to FWC at [ImperiledSpecies@myFWC.com](mailto:ImperiledSpecies@myFWC.com)
- f. Temporary signs concerning manatees shall be posted prior to and during all in-water project activities. All signs are to be removed by the permittee upon completion of the project. Temporary signs that have already been approved for this use by the Florida Fish and Wildlife Conservation Commission (FWC) must be used (see [MyFWC.com/manatee](http://MyFWC.com/manatee)). One sign which reads *Caution: Boaters* must be posted. A second sign measuring at least 8 1/2" by 11" explaining the requirements for "Idle Speed/No Wake" and the shut down of in-water operations must be posted in a location prominently visible to all personnel engaged in water-related activities. Questions concerning these signs can be sent to the email address listed above.

# CAUTION: MANATEE HABITAT

All project vessels

**IDLE SPEED / NO WAKE**

When a manatee is within 50 feet of work  
all in-water activities must

**SHUT DOWN**

Report any collision with or injury to a manatee:



**Wildlife Alert:**

**1-888-404-FWCC(3922)**

cell \*FWC or #FWC



**UNITED STATES DEPARTMENT OF  
COMMERCE**

**National Oceanic and Atmospheric Administration  
NATIONAL MARINE FISHERIES SERVICE**

Southeast Regional Office  
263 13th Avenue South  
St. Petersburg, FL 33701

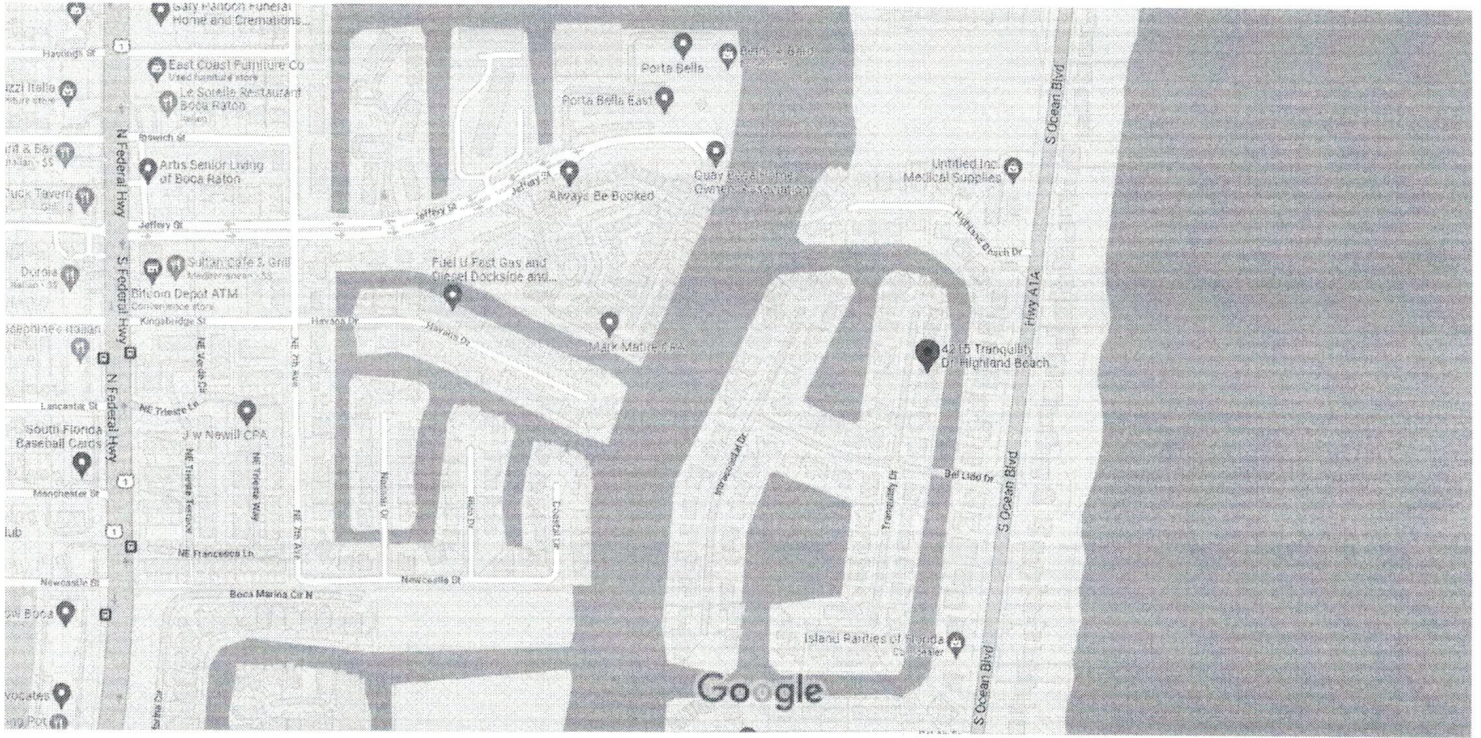
**SEA TURTLE AND SMALLTOOTH SAWFISH CONSTRUCTION CONDITIONS**

The permittee shall comply with the following protected species construction conditions:

- a. The permittee shall instruct all personnel associated with the project of the potential presence of these species and the need to avoid collisions with sea turtles and smalltooth sawfish. All construction personnel are responsible for observing water-related activities for the presence of these species.
- b. The permittee shall advise all construction personnel that there are civil and criminal penalties for harming, harassing, or killing sea turtles or smalltooth sawfish, which are protected under the Endangered Species Act of 1973.
- c. Siltation barriers shall be made of material in which a sea turtle or smalltooth sawfish cannot become entangled, be properly secured, and be regularly monitored to avoid protected species entrapment. Barriers may not block sea turtle or smalltooth sawfish entry to or exit from designated critical habitat without prior agreement from the National Marine Fisheries Service's Protected Resources Division, St. Petersburg, Florida.
- d. All vessels associated with the construction project shall operate at "no wake/idle" speeds at all times while in the construction area and while in water depths where the draft of the vessel provides less than a four-foot clearance from the bottom. All vessels will preferentially follow deep-water routes (e.g., marked channels) whenever possible.
- e. If a sea turtle or smalltooth sawfish is seen within 100 yards of the active daily construction/dredging operation or vessel movement, all appropriate precautions shall be implemented to ensure its protection. These precautions shall include cessation of operation of any moving equipment closer than 50 feet of a sea turtle or smalltooth sawfish. Operation of any mechanical construction equipment shall cease immediately if a sea turtle or smalltooth sawfish is seen within a 50-ft radius of the equipment. Activities may not resume until the protected species has departed the project area of its own volition.
- f. Any collision with and/or injury to a sea turtle or smalltooth sawfish shall be reported immediately to the National Marine Fisheries Service's Protected Resources Division (727-824-5312) and the local authorized sea turtle stranding/rescue organization.

- g. Any special construction conditions, required of your specific project, outside these general conditions, if applicable, will be addressed in the primary consultation.
- h. Any collision(s) with and/or injuries to any whale, or sturgeon occurring during the construction of a project, shall be reported immediately to NMFS's Protected Resources Division (PRD) at (727-824-5312).
- i. Reports to NMFS's Protected Resources Division (PRD) may be made by email to [takereport.nmfsser@noaa.gov](mailto:takereport.nmfsser@noaa.gov).
- j. Sea turtle and marine stranding/rescue organizations' contact information is available by region at <http://www.nmfs.noaa.gov/pr/health/networks.htm>.
- k. Smalltooth sawfish encounters shall be reported to <http://www.flmnh.ufl.edu/fish/sharks/sawfish/sawfishencounters.html>.
- l. All work must occur during daylight hours.






Map data ©2021 200 ft

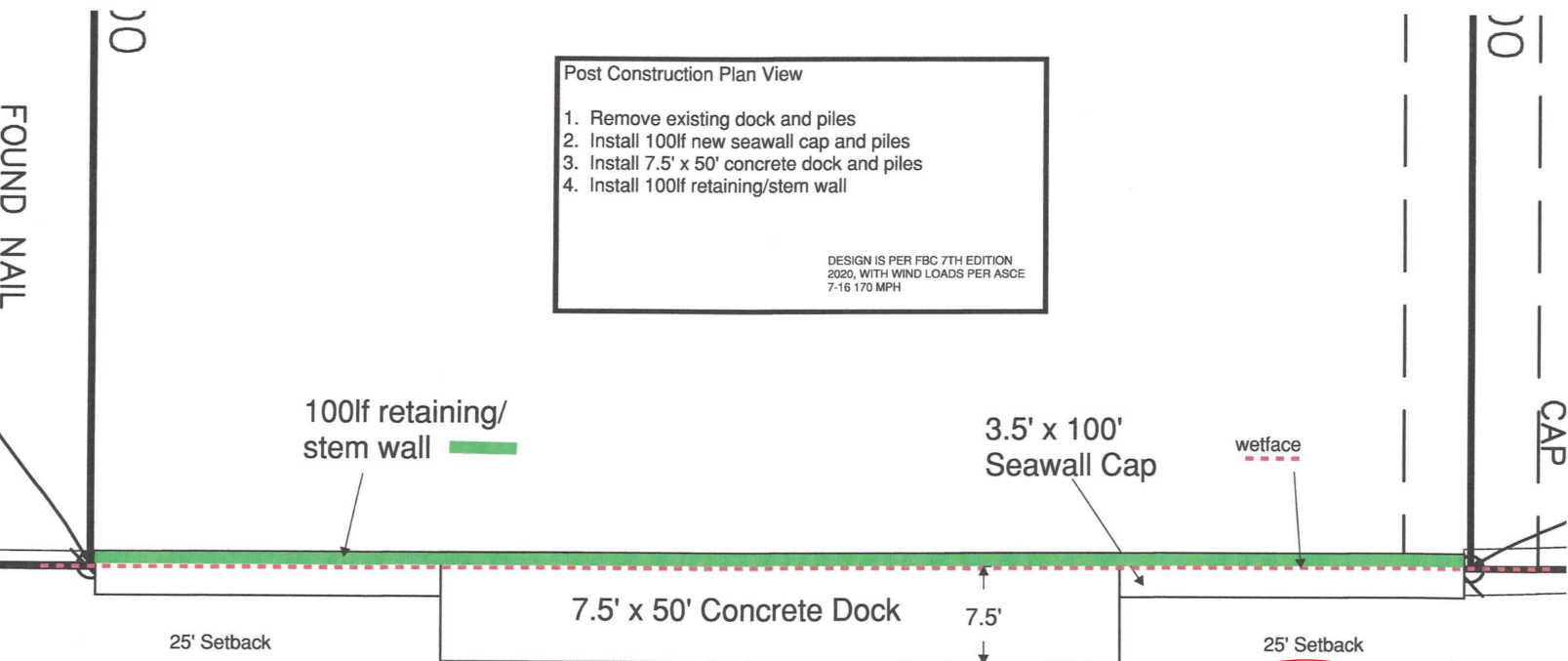


4215 Tranquility Dr  
Building

-   
Directions
-   
Save
-   
Nearby
-   
Send to your  
phone
-   
Share

 4215 Tranquility Dr, Highland Beach, FL 33487





Post Construction Plan View

1. Remove existing dock and piles
2. Install 100f new seawall cap and piles
3. Install 7.5' x 50' concrete dock and piles
4. Install 100f retaining/stem wall

DESIGN IS PER FBC 7TH EDITION  
2020, WITH WIND LOADS PER ASCE  
7-16 170 MPH

CANAL  
100' RIGHT OF WAY



12" x 12" pedestal, 48" high,  
w/ 4-#5 vertical bars & #3 hoops  
at 10" o.c.  
Hook vertical to slab steel  
w/ typical hook bars.

Wetface

8" thick concrete deck w/ #5 bars,  
12" o.c., each way bottom  
w/ 3" cover.

8" thick stem wall

#5 vertical 12" o.c. hook into dock  
and #5 horizontal  
9" o.c.

Dock connection has (2) #4  
dowel hooks and (1) dowel  
into cap face. #3 Stirrup  
@ 24" o.c. Epoxy dowels  
into cap min 5", (6) #4 continuous  
5 top - 1 face



Provide additional  
2-#8 bars  
at each pile location.  
Bars shall be continuous  
tying into pile strands

8"  
4"  
Extend pile  
3" into slab.

MHW +2.0'

MLW -1.9'

12" x 12" Concrete  
pile (Cap. 34 Kips)  
driven min. 10' embedment.  
Extend pile prestressed strands  
24" into slab.

Min Batter 18°  
Max Batter 25°

12" x 12" Concrete Dock  
pile (Cap. 34 Kips)  
driven min. 10' embedment.  
Extend pile prestressed strands  
18" into slab.

Inside  
Dock  
Pile



Ex. Panel,  
Pile and  
Seawall Cap

Outside  
Dock  
Pile

Typical Dock Section  
n.t.s.

Alan W. Garcia, P.E.  
Fla. Reg. #42564

Owner: Thai 4215 Tranquility Dr.
Contractor: Seatech Construction
Engineer: Alan W. Garcia, P.E. 4202 NW 54th Street Coconut Creek, FL 33073
Typical Concrete Dock Sheet 1 of 1 Design By: ANG Drawn By: ANG Checked By: ANG

- General Notes:
1. All concrete to be 5000 psi, 28 day comp. strength.
  2. All steel rebar to be Grade 60.
  3. Concrete shall be properly cured.
  4. Contractor to obtain utility clearance prior to pile driving. Call 1-800-432-4770.





# Benthic Surveys, Inc.

Marine Studies and Investigations

## I. Background

A benthic survey was performed adjacent to the properties located at 4215 Tranquility Drive, Highland Beach, Palm Beach County, Florida, to document any regulated marine resources that may be present in the area of the proposed construction. The survey was conducted via SCUBA diving by swimming transects parallel to the seawall at increasing distances and depths from the seawall. The final transect was at a distance of approximately 50 feet to encompass the footprint of the proposed construction. Submerged aquatic vegetation (SAV) was to be observed and noted with emphasis being placed on seagrass.

Special interest was placed on any presence of the seagrass species *Halophila johnsonii* and *Halophila decipiens*. *H. johnsonii* was listed as a threatened species by the National Marine Fisheries Service on September 4, 1998 (63 FR 49035). Ten (10) areas of Johnson's seagrass critical habitat were dedicated on April 5, 2000 (65 FR 17786) between Sebastian Inlet and central Biscayne Bay. The canal on which the property is located is not considered Johnson's seagrass critical habitat.

## II. Survey Method and Conditions

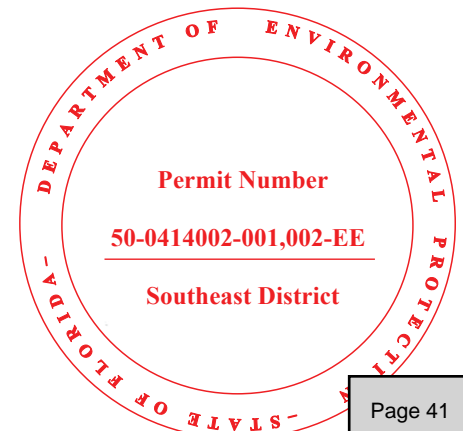
On September 20, 2021, at 9:30am, a marine biologist of Benthic Surveys, Inc. performed transects parallel to the seawall. Transects began at the foot of the seawall at the north end of property and proceeded south. Subsequent transects were conducted in this north-south fashion with five foot spacing until a distance of 50 feet from the seawall was reached. Any regulated SAV was to be recorded and the percent coverage taken based on a one square meter quadrat measurement.

Water depth at the foot of the seawall was five (5) feet, increasing to nine (9) feet in the final transect. On the day of the survey, high tide was 9:29am and low tide occurred at 3:52pm, as reported at Lake Boca Raton.

## III. Results

The substrate throughout the survey area consisted of silty muck that was bare of any SAV. Rocks and algae were found at the base of the seawall, out to 10 feet. No regulated marine vegetation was observed in any transect. The attached aerial illustrates the survey area described above.

6711 NE 20<sup>th</sup> Way, Ft. Lauderdale, FL 33308  
954-536-5048

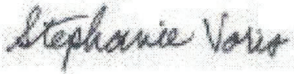


# Benthic Surveys, Inc.

Marine Studies and Investigations

This report was requested by the applicant as part of the regulatory permitting process for the proposed project. Benthic site conditions and resources may change over time, but information contained in the report is based on existing site conditions on the day and time the survey was conducted.

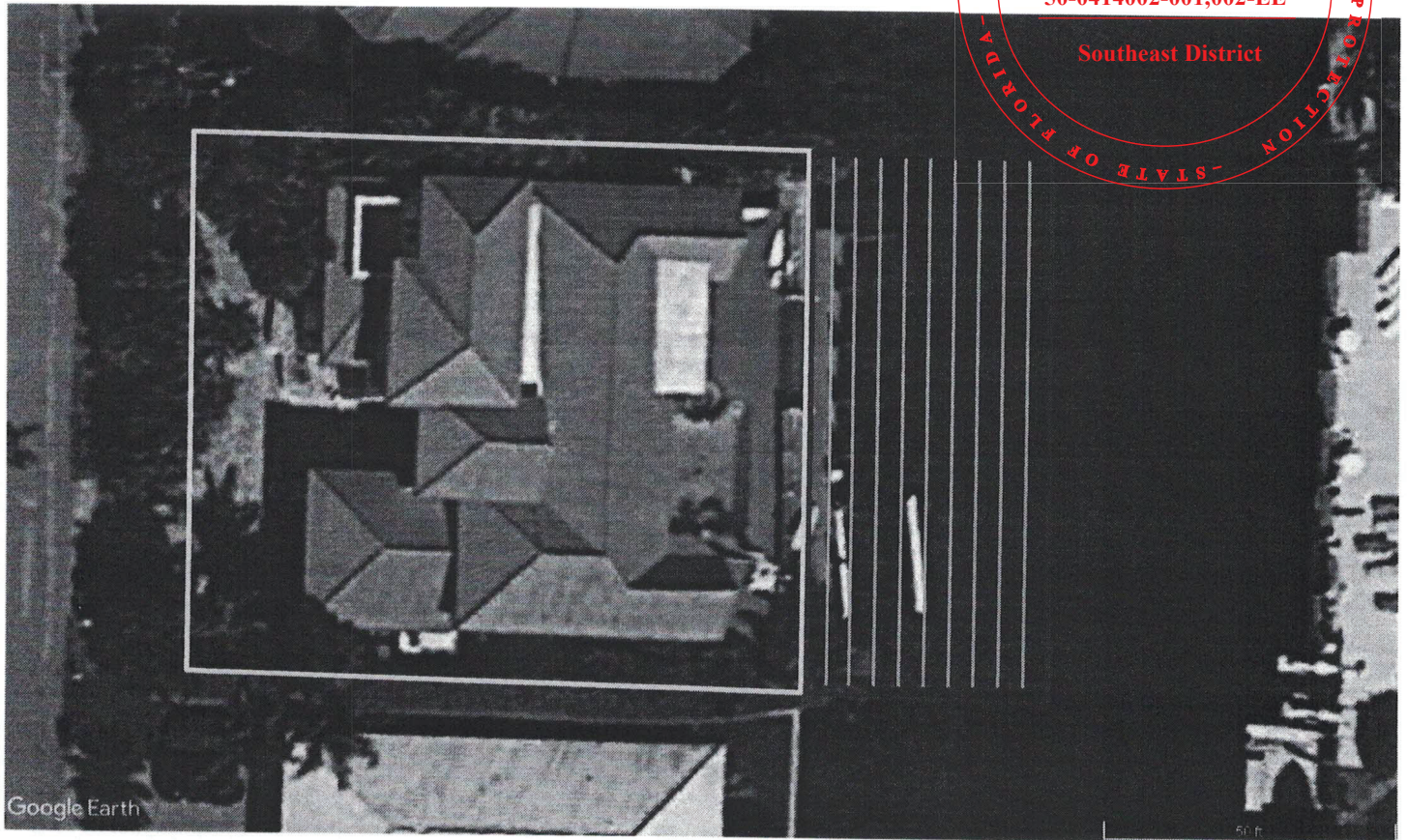
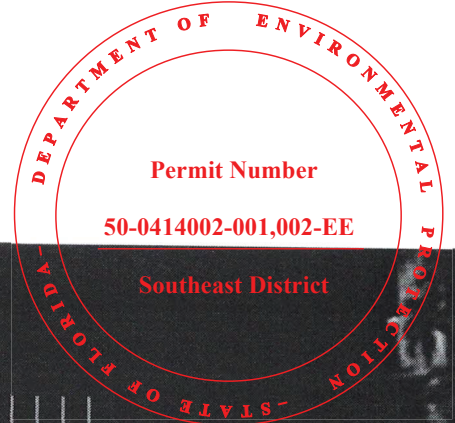
Respectively submitted,



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Stephanie Voris, President  
Benthic Surveys, Inc.





- 4215 Tranquility Dr. (Approximate boundary)
- Survey Area
- Transects (50' out)

<b>Benthic</b> <b>Surveys, Inc.</b> Marine Studies and Investigations	4215 Tranquility Dr. Seagrass Survey	REVISION	DATE 9/20/2021
	Aerial Map Section 4/Township 47S/Range 43E Highland Beach, Palm Beach County, FL		SHEET 1 of 1
			SCALE: As Shown

**From:** [Tracey, John](#)  
**To:** [Ingrid Allen](#)  
**Subject:** RE: File No. 50-0414002-001, 002-EE, Thai Dock  
**Date:** Monday, October 30, 2023 3:48:46 PM  
**Attachments:** [image002.png](#)  
[image003.png](#)  
[image004.png](#)

---

Good Afternoon,

Exemptions are valid unless site conditions materially change, the project design is modified, or the statutes or rules governing the exempt activity are amended.

Please let me know if you have any questions.  
Thank you for your time,



**John Tracey**  
**Environmental Specialist III**  
Florida Department of Environmental Protection  
Southeast District – West Palm Beach  
3301 Gun Club Road, MSC 7210-1  
West Palm Beach, FL 33406  
[John.Tracey@FloridaDEP.gov](mailto:John.Tracey@FloridaDEP.gov)  
Office: 561.681.6717



---

**From:** Ingrid Allen <[iallen@highlandbeach.us](mailto:iallen@highlandbeach.us)>  
**Sent:** Monday, October 30, 2023 10:54 AM  
**To:** Tracey, John <[John.Tracey@FloridaDEP.gov](mailto:John.Tracey@FloridaDEP.gov)>  
**Subject:** File No. 50-0414002-001, 002-EE, Thai Dock

**EXTERNAL MESSAGE**

This email originated outside of DEP. Please use caution when opening attachments, clicking links, or responding to this email.

John:

Regarding the above-referenced file number, is the permit still valid given it is dated 1-11-2022. I could not find an expiration date on the permit. Kindly advise.

Thank you.

Sincerely,  
**Ingrid Allen**  
Town Planner



*Town of Highland Beach  
3614 S. Ocean Boulevard  
Highland Beach FL 33487  
(561) 278-4540 Office (option 3)  
(561) 278-2606 Fax  
[www.highlandbeach.us](http://www.highlandbeach.us)*

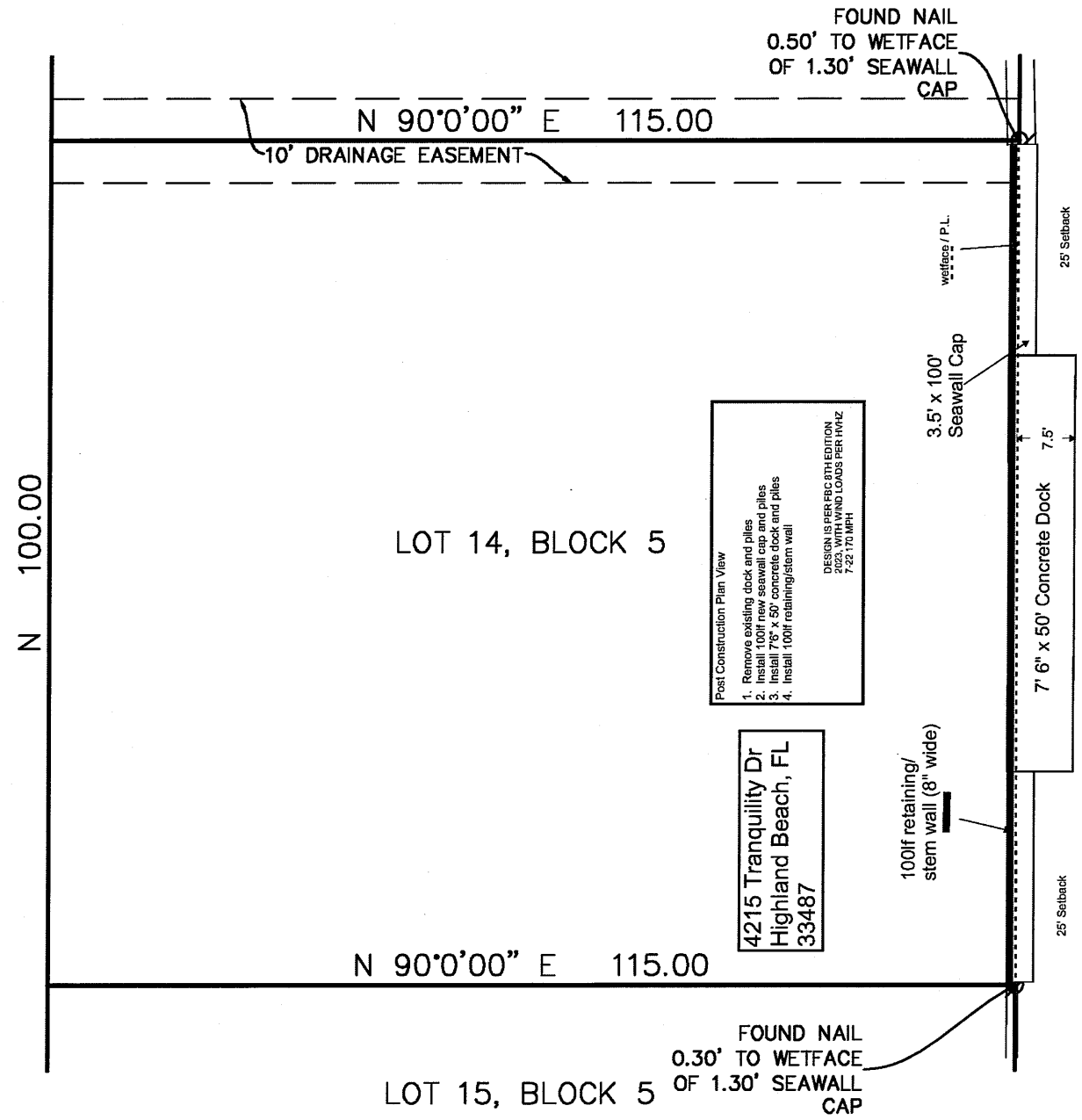
**PLEASE NOTE:** Florida has a very broad public records law. Most written communications to or from the Town of Highland Beach officials and employees regarding public business are public records available to the public and media upon request. Your e-mail communications may be subject to public disclosure. Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. The views expressed in this message may not necessarily reflect those of the Town of Highland Beach.



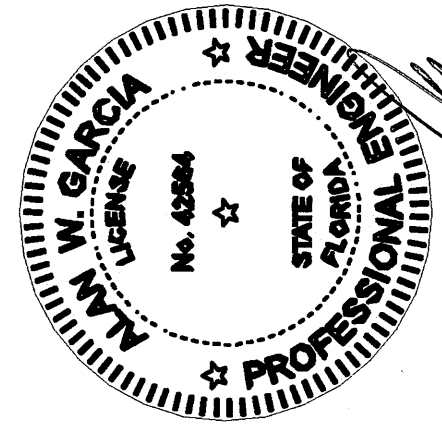
RECEIVED

FEB 21 2024

HIGHLAND BEACH  
BUILDING DEPARTMENT



CANAL  
100' RIGHT OF WAY



*Alan W. Garcia*

Alan W. Garcia, P.E.  
Fla. Reg. #42564

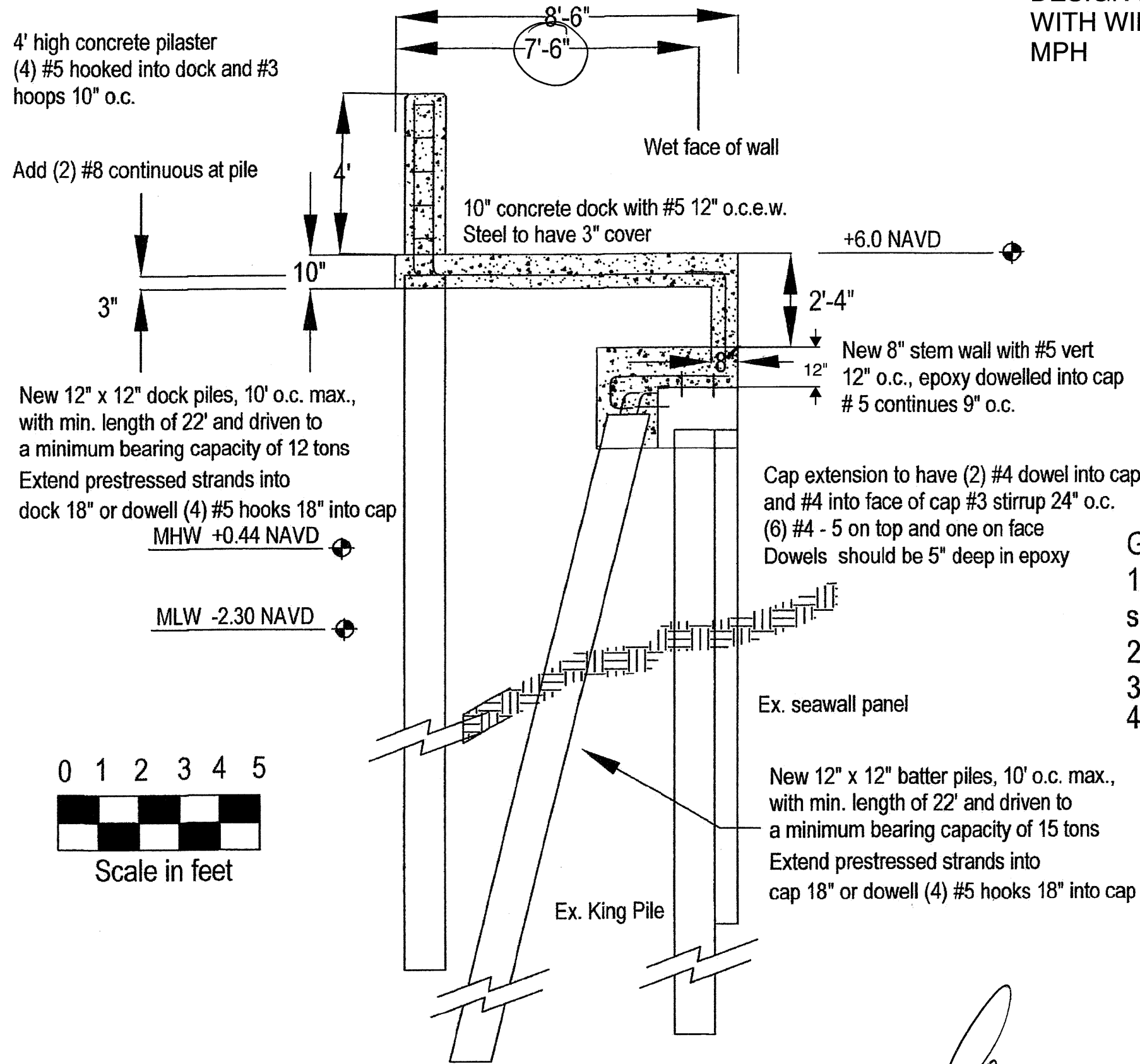


DESIGN IS PER FBC 8TH EDITION 2023,  
WITH WIND LOADS PER HVHZ 7-22 170  
MPH

RECEIVED

FEB 21 2024

HIGHLAND BEACH  
BUILDING DEPARTMENT

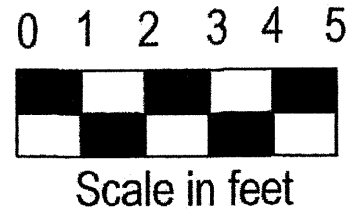


Add (2) #8 continuous at pile

3"

New 12" x 12" dock piles, 10' o.c. max.,  
with min. length of 22' and driven to  
a minimum bearing capacity of 12 tons  
Extend prestressed strands into  
dock 18" or dowell (4) #5 hooks 18" into cap  
MHW +0.44 NAVD

MLW -2.30 NAVD



**General Notes:**

1. All concrete to be 5000 psi, 28 day comp. strength.
2. All steel rebar to be Grade 60.
3. Concrete shall be properly cured.
4. Contractor to obtain utility clearance prior to pile driving. Call 1-800-432-4770.

**Concrete Seawall Section**

*Alan W. Garcia*  
Alan W. Garcia, P.E.  
Fla. Reg. #42564

Owner: Thai  
4215 Tranquility Dr

Contractor: Seatech Construction

Engineer: Alan W. Garcia, P.E.  
4202 NW 54th Street  
Coconut Creek, FL 33073

**Seawall Cap Plan**

Sheet 1 of 1

Design By: AWG Drawn By: AWG Checked By: AWG



**Town of Highland Beach  
Planning Board Development Order (PB)  
Application No. 23-0014**



**Applicant: Khi Thai**  
**Property Address: 4215 Tranquility Dr**  
**Highland Beach, Florida 33487**

**CERTIFICATE OF MAILING AFFIDAVIT**

I hereby certify that the Town Clerk's Office mailed a copy of the Notice of Public Hearing (Exhibit A) for Application No. 23-0014 for the property located at 4215 Tranquility Dr., Highland Beach, Florida 33487, by U.S. first-class and international mail to:

All property owners and properties owned by a condominium association president and the association's registered agent within 500 feet of the property located at 4215 Tranquility Dr, Highland Beach, Florida 33487.

The mailings consisted of 95 notices that were sent first class mail and 01 notices that were sent by International Mail.

This 27<sup>th</sup> day of February 2024.

Highland Beach Town Clerk's Office

Jaclyn DeHart  
Deputy Town Clerk



## PUBLIC NOTICE APPLICATION NO. 23-0014

February 28, 2024

Dear Property Owner:

This is to notify you that the **PLANNING BOARD** of the Town of Highland Beach will conduct a public hearing on ***Thursday, March 14, 2024 at 9:30 AM*** in the Community Room of the Town Library located at 3618 South Ocean Boulevard, Highland Beach, Florida to consider the following application.

**APPLICATION BY JOSEPH GILIO, SEA-TECH CONSTRUCTION, INC., FOR A SPECIAL EXCEPTION REQUEST TO INSTALL A 100 LINEAR FOOT SEAWALL CAP, A 375 SQUARE FOOT CONCRETE DOCK AND A 100 LINEAR FOOT STEM WALL FOR THE PROPERTY LOCATED AT 4215 TRANQUILITY DRIVE.**

The application is available for inspection in the Town Clerk's Office at Town Hall, Monday through Friday during normal business hours of 8:30 a.m. to 4:30 p.m.

Any person that decides to appeal any decision made by the Planning Board with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record of the proceeding is made, which includes the testimony and evidence upon which the appeal is based. The Town of Highland Beach does not provide such a record.

In accordance with the Americans with Disabilities Act, persons who need special accommodation to attend or participate in this meeting should contact the Town Clerk's Office at (561) 278-4548 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770 or 1-800-955-8771.

For additional information, please contact the Town Planner at (561) 278-4540.

TOWN OF HIGHLAND BEACH, BUILDING DEPARTMENT

SUN-SENTINEL

**Sold To:**

Town of Highland Beach - CU00398185  
3614 So. Ocean Blvd.  
Highland Beach,FL 33487

**Bill To:**

Town of Highland Beach - CU00398185  
3614 So. Ocean Blvd.  
Highland Beach,FL 33487

**Published Daily**

**Fort Lauderdale, Broward County, Florida**  
**Boca Raton, Palm Beach County, Florida**  
**Miami, Miami-Dade County, Florida**

**State Of Florida**  
**County Of Orange**

Before the undersigned authority personally appeared  
Rose Williams, who on oath says that he or she is a duly authorized representative of the SUN- SENTINEL,  
a DAILY newspaper published in BROWARD/PALM BEACH/MIAMI-DADE County, Florida; that the  
attached copy of advertisement, being a Legal Notice in:

The matter of 11720-Notice of Public Meeting ,  
Was published in said newspaper by print in the issues of, and by publication on the  
newspaper’s website, if authorized on Mar 04, 2024  
Planning Board Applicant No. 23-0014  
Affiant further says that the newspaper complies with all legal requirements for  
publication in Chapter 50, Florida Statutes.

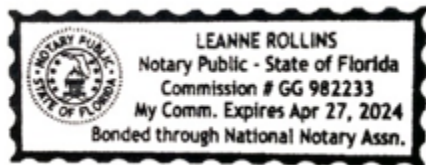


Signature of Affiant

Sworn to and subscribed before me this: March 04, 2024.



Signature of Notary Public



Name of Notary, Typed, Printed, or Stamped  
Personally Known (X) or Produced Identification ( )

**Affidavit Delivery Method:** E-Mail  
**Affidavit Email Address:** jdehart@highlandbeach.us  
7587910

**TOWN OF HIGHLAND BEACH  
NOTICE OF PUBLIC HEARING**

YOU ARE HEREBY NOTIFIED that the Planning Board of the Town of Highland Beach will conduct a Public Hearing on Thursday, March 14, 2024 at 9:30 AM in the Highland Beach Library Community Room, 3618 South Ocean Boulevard, Highland Beach, Florida to consider the following:

APPLICATION NO. 23-0014 BY JOSEPH GILIO, SEA-TECH CONSTRUCTION, INC., FOR A SPECIAL EXCEPTION REQUEST TO INSTALL A 100 LINEAR FOOT SEAWALL CAP, A 375 SQUARE FOOT CONCRETE DOCK AND A 100 LINEAR FOOT STEM WALL FOR THE PROPERTY LOCATED AT 4215 TRANQUILITY DRIVE.

APPLICANT: Khi Thai

The application is available for inspection in the Town Clerk's Office at Town Hall, Monday through Friday during normal business hours of 8:30 a.m. to 4:30 p.m. Any person that decides to appeal any decision made by the Planning Board with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record of the proceeding is made, which includes the testimony and evidence upon which the appeal is based. The Town of Highland Beach does not provide such a record.

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For additional information, please contact the Town Planner at (561) 278-4540.

TOWN OF HIGHLAND BEACH, BUILDING  
DEPARTMENT  
3/4/24 7587910

Order # - 7587910

**File Attachments for Item:**

B. Development Application No. 23-0018

Application by David Willens for an amendment to a previously approved major modification request to an existing building (Development Order No. 23-0002) as provided in section 30-39 of the Town Code of Ordinances including but not limited to changes to the exterior façade, building footprint, and roof line for the property located at 2362 South Ocean Boulevard.



## HIGHLAND BEACH BUILDING DEPARTMENT

3614 S. Ocean Boulevard  
Highland Beach, FL 33487  
Ph: (561) 278-4540

## PLANNING BOARD STAFF REPORT

**MEETING OF:** MARCH 14, 2024

**TO:** PLANNING BOARD

**FROM:** INGRID ALLEN, TOWN PLANNER

**SUBJECT:** APPLICATION BY DAVID WILLENS FOR AN AMENDMENT TO A PREVIOUSLY APPROVED MAJOR MODIFICATION REQUEST TO AN EXISTING BUILDING (DEVELOPMENT ORDER NO. 23-0002) AS PROVIDED IN SECTION 30-39 OF THE TOWN CODE OF ORDINANCES INCLUDING BUT NOT LIMITED TO CHANGES TO THE EXTERIOR FAÇADE, BUILDING FOOTPRINT, AND ROOF LINE FOR THE PROPERTY LOCATED AT 2362 SOUTH OCEAN BOULEVARD (DO #23-0018).

### I. GENERAL INFORMATION:

**Applicant (Property Owner):** David A. Willens  
2362 South Ocean Boulevard  
Highland Beach, FL 33487

**Applicant's Agent:** Not applicable

#### **Property Characteristics:**

**Comprehensive Plan Land Use:** Single Family  
**Zoning District:** Residential Single Family (RS)  
**Parcel PCN#:** 24-43-46-28-44-000-0060  
**Site Location:** 2362 South Ocean Boulevard

#### **Property Background**

According to the Palm Beach County Property Appraiser, the existing home was built in 2000.

On June 8, 2023, the Planning Board approved a major modification request to an existing building (DO No. 23-0002) including but not limited to the addition of two (2) new garages, new covered entertainment area, and changes to the exterior façade and roof line of the property.

On December 19, 2023, the Town Commission approved a right-of-way permit (APP23-1089) for a new single driveway as well as an amendment to FDOT's Landscape Inclusive Memorandum of Agreement for landscaping improvements in FDOT's right-of-way (Resolution No. 2023-036).

### **Request and Analysis:**

The Applicant is proposing an amendment to a previously approved major modification request (DO No. 23-0002) to change the exterior façade, building footprint and roof line for the property located at 2362 South Ocean Boulevard. Pursuant to Section 30-39 of the Town Code, major modifications to existing buildings are described as follows:

*“...that alter existing principal or accessory structures, including but not limited to the building footprint, number of square feet, building height, number of dwelling units, parking requirements, change in exterior facade, change of use, change of roof line, change of elevation, all exterior walls, balconies, foundations, accessory structures, and similar substantial improvements as determined by the building official.*

The originally approved major modification request (DO No. 23-0002) included the following main changes to the residence:

- The addition of two (2) new garages totaling 1,197.41 square feet with new air-conditioned area above, and two (2) new balconies.
- A new covered entertainment area along the rear of the property.
- Exterior façade changes including alterations to windows, doors and balconies to a more modern architectural style.
- Alteration of the roof line.

The proposed amendment eliminates the two (2) garages and the entertainment area. The amendment includes new exterior façade changes including alterations to windows, doors and balconies to a Balinese transitional modern design. In addition, the front entry to the residence is modified to include the removal of a water feature, new under air square footage both on the first and second floor of the existing residence have been reduced and the roof line is altered.

The Applicant is also proposing changes to the landscape plan which was part of the previously approved major modification. The Applicant originally proposed to remove three (3) royal palms from the property which pursuant to Section 20-135 (b) of the Town Code are considered specimen trees and therefore require Town Commission approval. However, the revised landscape plan indicates that these trees will now remain.

Following an approval by the Planning Board and prior to initiation of construction, the Applicant will be required to obtain a building permit from the Town of Highland Beach Building Department.

Pursuant to Section 30-21(g) of the Town Code, commencement of construction of the approved major modification shall be initiated within two (2) years following the date of approval by the Planning Board.

According to Section 30-39(b) of the Town Code, major modifications are to be reviewed in the same manner as an original structure or use as required by Chapter 30 (Zoning Code). Section 30-31 of the Town Code requires site plan approval from the Planning Board for new single-family residences. Pursuant to Section 30-22 of the Town Code, when acting in a decision-making capacity, the Planning Board shall approve, approve with conditions, or deny applications for development approval which includes major modifications.

Staff has reviewed the Applicant's proposed request including plans date stamped received by the Building Department on February 15, 2024 and finds that the project is consistent with the Code of Ordinances.

**Should you have any questions, please feel free to contact me at (561) 637-2012 or [iallen@highlandbeach.us](mailto:iallen@highlandbeach.us)**

**Ingrid Allen  
Town Planner**

**Attachments: Application  
Aerials  
Applicant proposed Plans (11X17)**





# TOWN OF HIGHLAND BEACH DEVELOPMENT ORDER APPROVAL APPLICATION

Application # \_\_\_\_\_

PROPERTY INFORMATION ASSOCIATED WITH THIS APPLICATION	
<b>Address:</b> 2362 South Ocean Blvd, Highland Beach FL 33487	<b>PCN:</b> 24-43-46-28-44-000-0060
<b>Full Legal Description of the Property [as described in the deed] or reference to an attachment:</b> Camelot on the Atlantic PL 1 Lt 6 & Th Pt of TRS A-2 & B-2 Lyg E of & Adj Thereto as in OR 5994P260	
<b>Zoning District:</b> RS	<b>What is the location of the installation?</b> <input checked="" type="checkbox"/> Intracoastal Waterway (ICW) <input type="checkbox"/> Interior Canal/Basin <input type="checkbox"/> N/A

PROPERTY OWNER (APPLICANT) INFORMATION		
<b>Name:</b> David A Willens	<b>Phone:</b> 561-866-2757	<b>Fax:</b>
<b>Mailing Address:</b> 2362 South Ocean Blvd, Highland Beach FL 33487		
<b>Email Address:</b> dwillens65@gmail.com		

APPLICANT'S AGENT INFORMATION		
<b>Name:</b> _____	<b>Phone:</b> _____	<b>Fax:</b>
<b>Company Name:</b> _____		
<b>Mailing Address:</b> _____		
<b>Email Address:</b> _____		

**Provide a detailed description of the proposed project (use additional pages if necessary):**

Renovation of the front entry / facade and main door, expanded cabana bathroom, replacement of selected windows and glass doors, new balcony railings, new stucco, paint and trim, new bahama shutters / trellis and exterior lighting, new pool, patio and driveway pavers, new entry gate and sections of site wall and fence, new landscaping, all in a "Balinese" transitional / modern design

I give permission to the members of the Town Commission, Planning Board and staff to inspect the property for the purpose of this application. I declare that all statements made herein are true, based upon the best available information. Willful false statements may jeopardize the validity of my application or any decision issued thereon. I have fully read the information outlining the application requirements. With this application, I am submitting the necessary supporting materials listed.

Applicant's Signature:  Date: 12-15-23

Applicant's Printed Name David A Willens

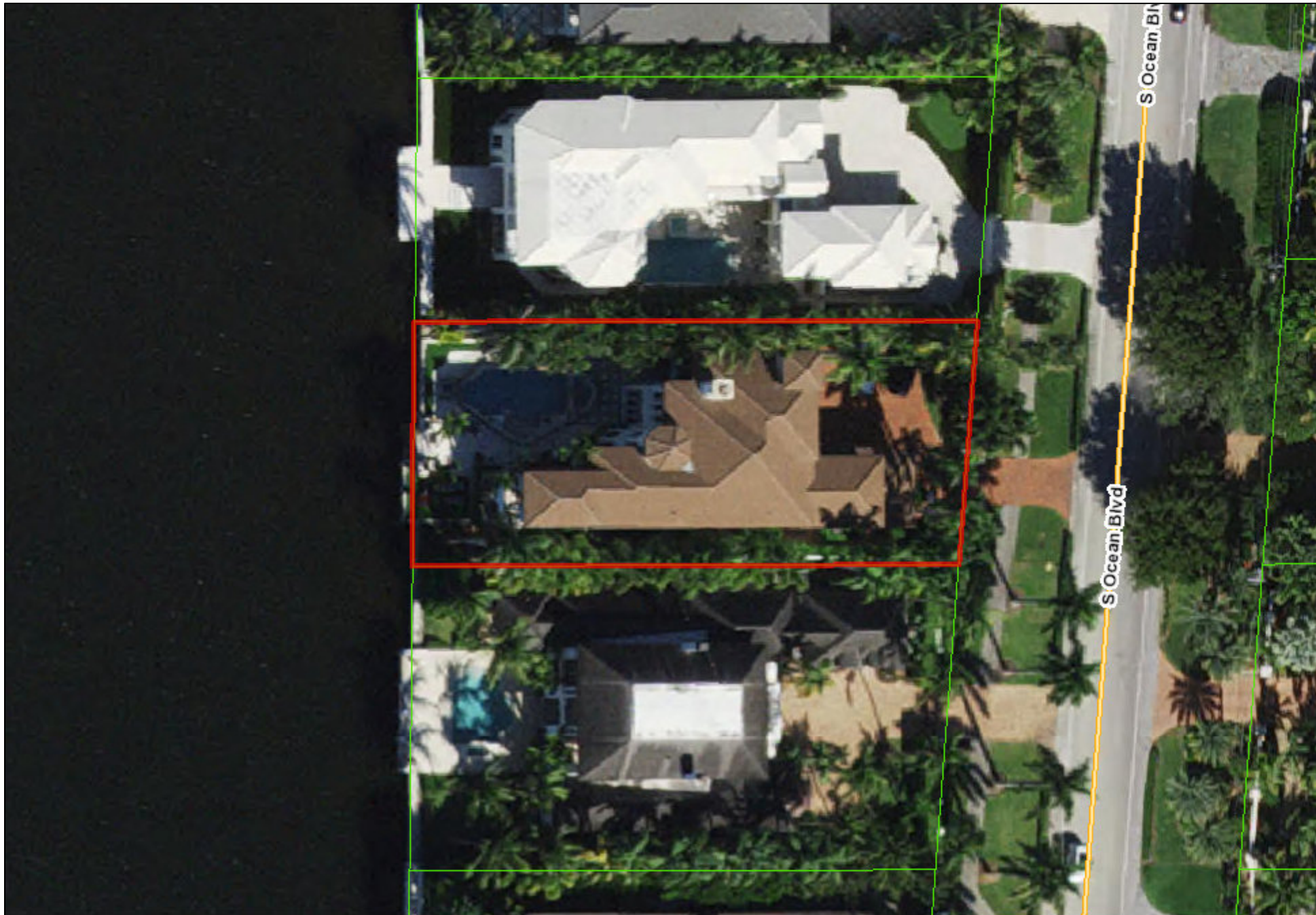
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*Received by the Town Clerk's Office:*

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

Date Public Notices Mailed: \_\_\_\_\_

Date Legal Advertisement Published: \_\_\_\_\_



2362 South Ocean Blvd.

# 2362 South Ocean Blvd (Front)



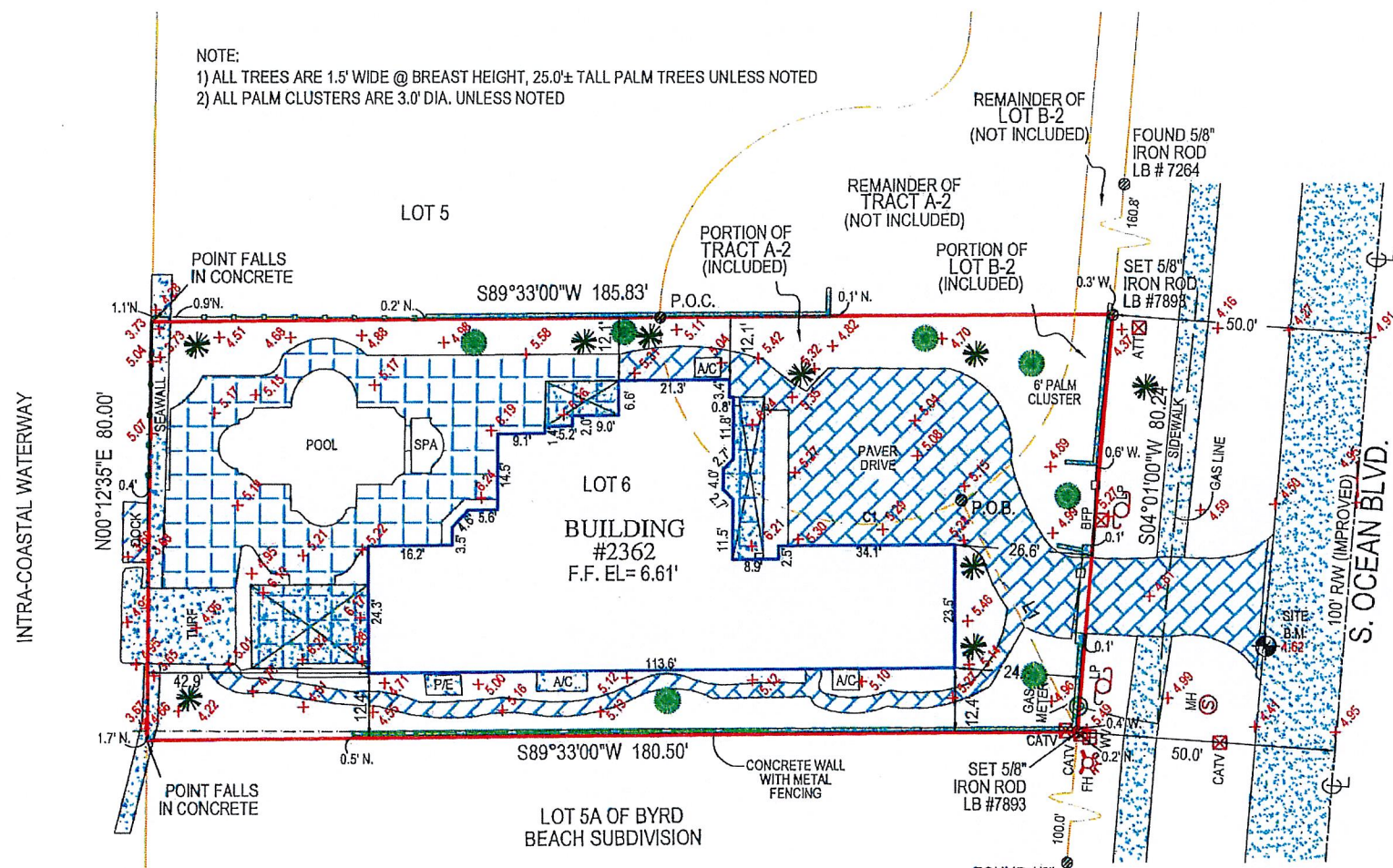
# 2362 South Ocean Blvd. (Rear)



© All EagleView Technology Corporation

**LEGAL DESCRIPTION**

LOT 6, PLAT NO. 1, CAMELOT ON THE ATLANTIC, ACCORDING TO THE MAP OR PLAT THEREOF AS RECORDED IN PLAT BOOK 39, PAGE 160, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA. TOGETHER WITH A PORTION OF TRACTS A-2 AND B-2 OF SAID PLAT, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGIN AT THE NORTHEAST CORNER OF SAID LOT; THENCE NORTH 89°33'00" EAST, ALONG THE EASTERLY PROJECTION OF THE NORTH BOUNDARY OF SAID LOT, 87.49 FEET TO A POINT ON THE EAST BOUNDARY OF PLAT; THENCE SOUTH 04°01'00" WEST, ALONG SAID EAST BOUNDARY, 80.24 FEET TO THE SOUTHEAST CORNER OF SAID PLAT; THENCE NORTH 27°43'24" WEST, ALONG THE EASTERLY BOUNDARY OF SAID LOT, 50.00 FEET TO A POINT ON THE ARC OF A RADIALLY TANGENT CURVE; THENCE NORTHWESTERLY, ALONG SAID EAST BOUNDARY AND ALONG THE ARC OF SAID CURVE BEING CONCAVE TO THE NORTHEAST, HAVING A RADIUS OF 40.00 FEET, A DELTA OF 117°16'24", AND AN ARC DISTANCE OF 81.87 FEET TO THE POINT OF BEGINNING OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.



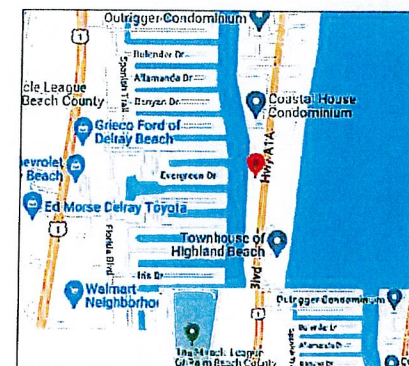
NOTE:  
 1) ALL TREES ARE 1.5' WIDE @ BREAST HEIGHT, 25.0'± TALL PALM TREES UNLESS NOTED  
 2) ALL PALM CLUSTERS ARE 3.0' DIA. UNLESS NOTED

INTRA-COASTAL WATERWAY

LINE TABLE		
LINE	LENGTH	BEARING
L1	50.00	N27°43'24"W

CURVE TABLE			
CURVE	LENGTH	RADIUS	DELTA
C1	81.87	40.00	117°16'24"

ORIGINATION BENCHMARK  
 PALM BEACH COUNTY  
 BENCHMARK "M 310"  
 N.A.V.D. ELEVATION = 5.17'



VICINITY MAP  
 NOT TO SCALE

Flood Zone: AE  
 Community Number: 120192  
 Panel: 12099C0987  
 Suffix: F  
 Base Flood Elevation: 6.0'  
 FIRM Date: 10-05-2017  
 FIRM Effect./Rev Date: 10-05-2017

**LEGEND**

- A/C AIR CONDITIONER
- B.F.P. BACKFLOW PREVENTER
- C.B.S. CONCRETE BLOCK STRUCTURE
- E.L. ELEVATION
- F.F. FINISHED FLOOR
- I.D. IDENTIFICATION
- L. LENGTH
- L.B. LICENSED BUSINESS
- M. MEASURED
- N.T.S. NOT TO SCALE
- N&D NAIL & DISC
- N.A.V.D. NORTH AMERICAN VERTICAL DATUM
- N.G.V.D. NATIONAL GEODETIC VERTICAL DATUM
- O.R.B. OFFICIAL RECORDS BOOK
- PLAT
- PSM PROFESSIONAL SURVEYOR AND MAPPER
- P.R.M. PERMANENT REFERENCE MONUMENT
- P.G. PAGE
- P.B. PLAT BOOK
- P.K. PARKER KYLON NAIL
- R. RADIUS
- TAN TANGENT
- T.B.M. TEMPORARY BENCH MARK
- C.L. CENTERLINE
- AND
- NUMBER
- DELTA OR CENTRAL ANGLE
- CONCRETE

REVISIONS:  
 1) REVISED WALLS AND FENCES... 11-15-2022

SURVEYORS CERTIFICATE:  
 I HEREBY CERTIFY THAT THIS BOUNDARY SURVEY IS A TRUE AND CORRECT REPRESENTATION OF A SURVEY PREPARED UNDER MY DIRECTION. NOT VALID WITHOUT A RAISED EMBOSSED SEAL AND SIGNATURE.

**NOTES:**

1. LEGAL DESCRIPTION PROVIDE BY CLIENT
2. NO SEARCH OF THE PUBLIC RECORD FOR THE PURPOSE OF ABSTRACTING TITLE WAS PERFORMED BY THIS OFFICE
3. NO SUBSURFACE IMPROVEMENTS WERE LOCATED AS PART OF THIS SURVEY
4. ALL ANGLES OR BEARINGS AND DISTANCES SHOWN HEREON ARE BOTH RECORD AND MEASURED UNLESS OTHERWISE NOTED
5. SOME FEATURES MAY NOT BE AT SCALE IN ORDER TO SHOW DETAIL.
6. THE BEARINGS SHOWN HEREON ARE BASED UPON THE SOUTH PROPERTY LINE, HAVING A BEARING OF S 89° 33' 00" W.

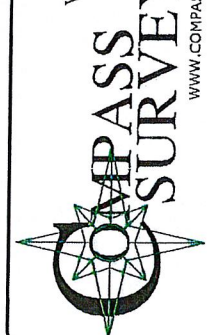
DATE OF FIELD WORK: 09-21-2022  
 DATE OF MAP: 09-27-2022

(SIGNED)  
 KENNETH J. OSBORNE  
 PROFESSIONAL SURVEYOR AND MAPPER #6415

BOUNDARY SURVEY WITH TOPOGRAPHY & TREE LOCATION OF  
 2362 SOUTH OCEAN BOULEVARD  
 HIGHLAND BEACH, FL 33487  
 PREPARED FOR:  
 DAVID WILLENS

Project	Sheet
C-560568	1 of 1
Date	
09-21-2022	
Scale	
1"=20'	

6250 N. MILITARY TRAIL  
 SUITE 102  
 WEST PALM BEACH, FL 33407  
 PHONE: 561.640.4800  
 FAX: 561.640.0576



**PRIVATE CLIENT  
TWO STORY HOME ADDITION AND  
RENOVATION  
2362 SOUTH OCEAN BOULEVARD,  
HIGHLAND BEACH, FL 33487**

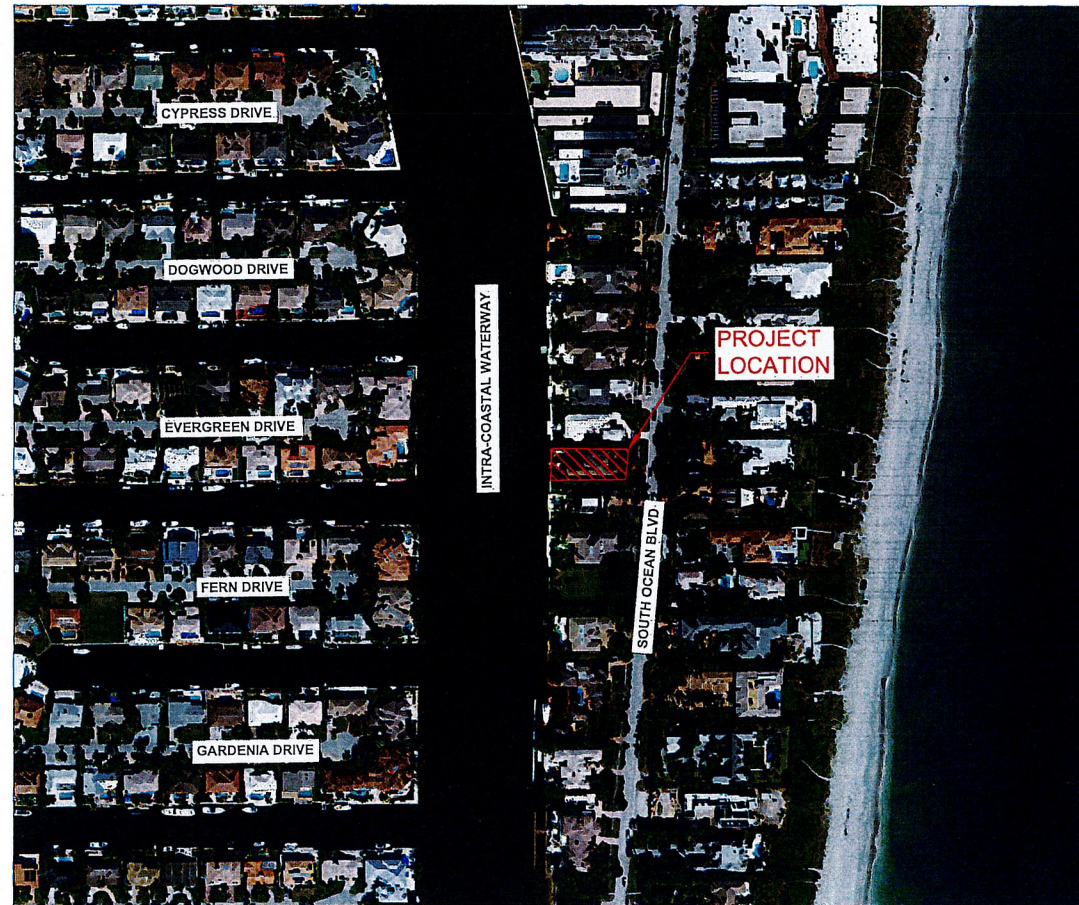
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FEB 15 2024

HIGHLAND BEACH  
BUILDING DEPARTMENT

  
SUAREZ ENGINEERING  
& SURVEYING, INC  
13350 SW 131ST STREET  
SUITE 103  
MIAMI, FL 33186  
Tel: 305.596.1799  
CERTIFICATE OF AUTHORIZATION  
LIC. NO. 34996

**2362 SOUTH OCEAN BLVD  
COVER SHEET**



INDEX OF SHEETS:

SHEET No.	TITLE
CS-1	COVER SHEET
PD-1	PAVING, GRADING & DRAINAGE PLAN
SWPP-1	STORMWATER POLLUTION PREVENTION PLAN

CLIENT:  
PRIVATE CLIENT

PROJECT NAME:  
TWO STORY  
HOME ADDITION AND  
RENOVATION

PROJECT ADDRESS:  
2362 SOUTH OCEAN BLVD  
HIGHLAND BEACH, FL 33487

PROJECT NUMBER:  
C100-2021-60

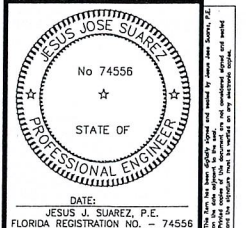
REVISIONS

DATE	BY	DESCRIPTION

LOCATION MAP  
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FOLIO: 24-43-46-28-44-000-0060

# PAVING, GRADING & DRAINAGE PLANS

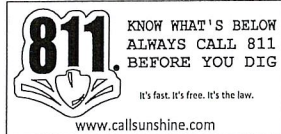
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Reason: I am the author of this  
document  
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Date: 2024.01.23 11:41:37 -05'00'



DATE: 10/14/2021  
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DESIGNED BY: J.S.  
DRAWN BY: J.S.  
CHECKED BY: J.S.  
FILE:  
JOB No. C100-2021-60

SHEET NO.

**CS-1** Page 63





SUAREZ ENGINEERING & SURVEYING, INC.  
 13350 SW 131ST STREET  
 SUITE 103  
 MIAMI, FL 33186  
 Tel: 305.596.1799  
 CERTIFICATE OF AUTHORIZATION  
 LIC. NO. 34996

**2362 SOUTH OCEAN BLVD**  
**PAVING, GRADING & DRAINAGE PLAN**

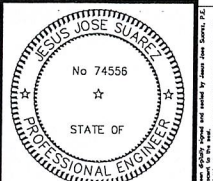
CLIENT:  
 PRIVATE CLIENT

PROJECT NAME:  
 TWO STORY HOME ADDITION AND RENOVATION

PROJECT ADDRESS:  
 2362 SOUTH OCEAN BLVD  
 HIGHLAND BEACH, FL 33487

PROJECT NUMBER:  
 C100-2021-60

REVISIONS		
DATE	BY	DESCRIPTION

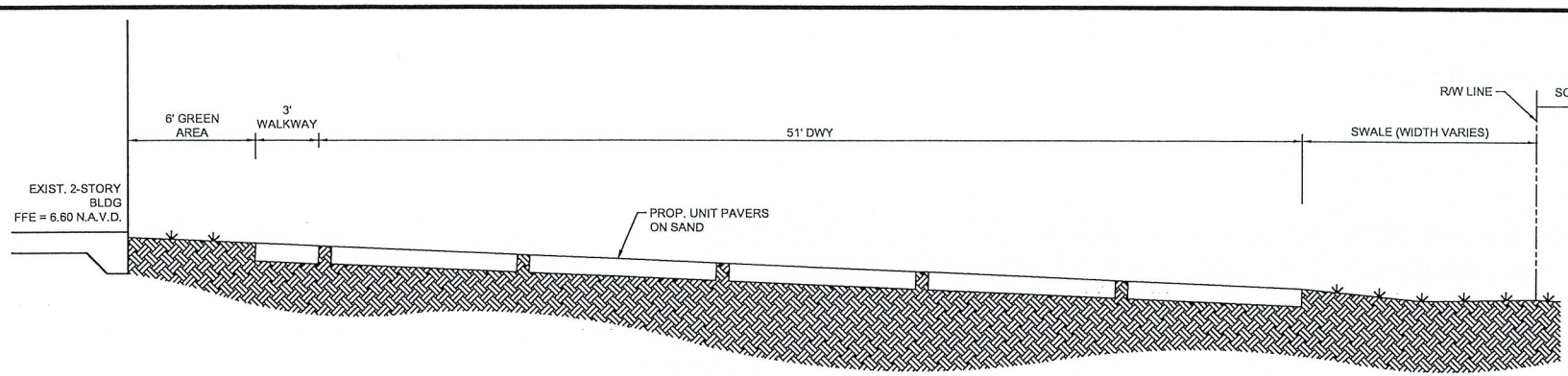


DATE:  
 JESUS J. SUAREZ, P.E.  
 FLORIDA REGISTRATION NO. - 74556

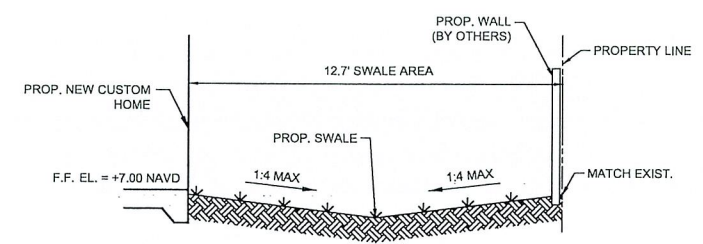
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 FILE:  
 JOB No. C100-2021-60

SHEET NO.

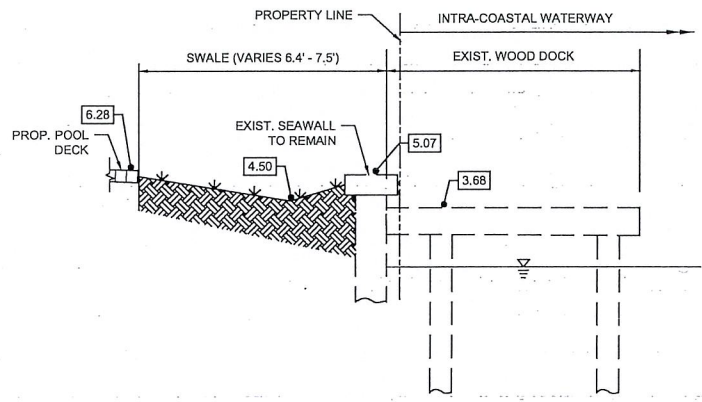
PD- Page 64



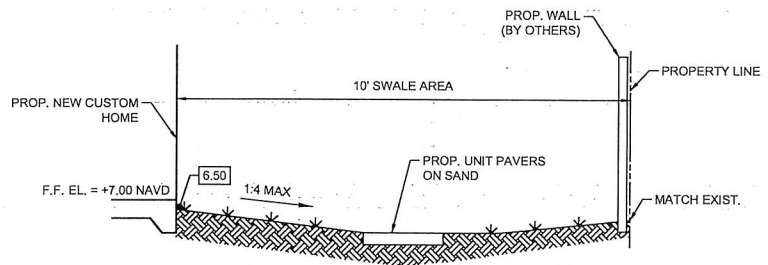
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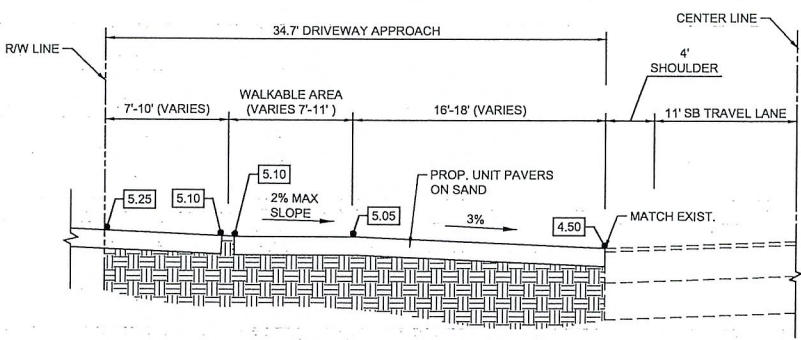
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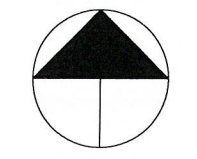
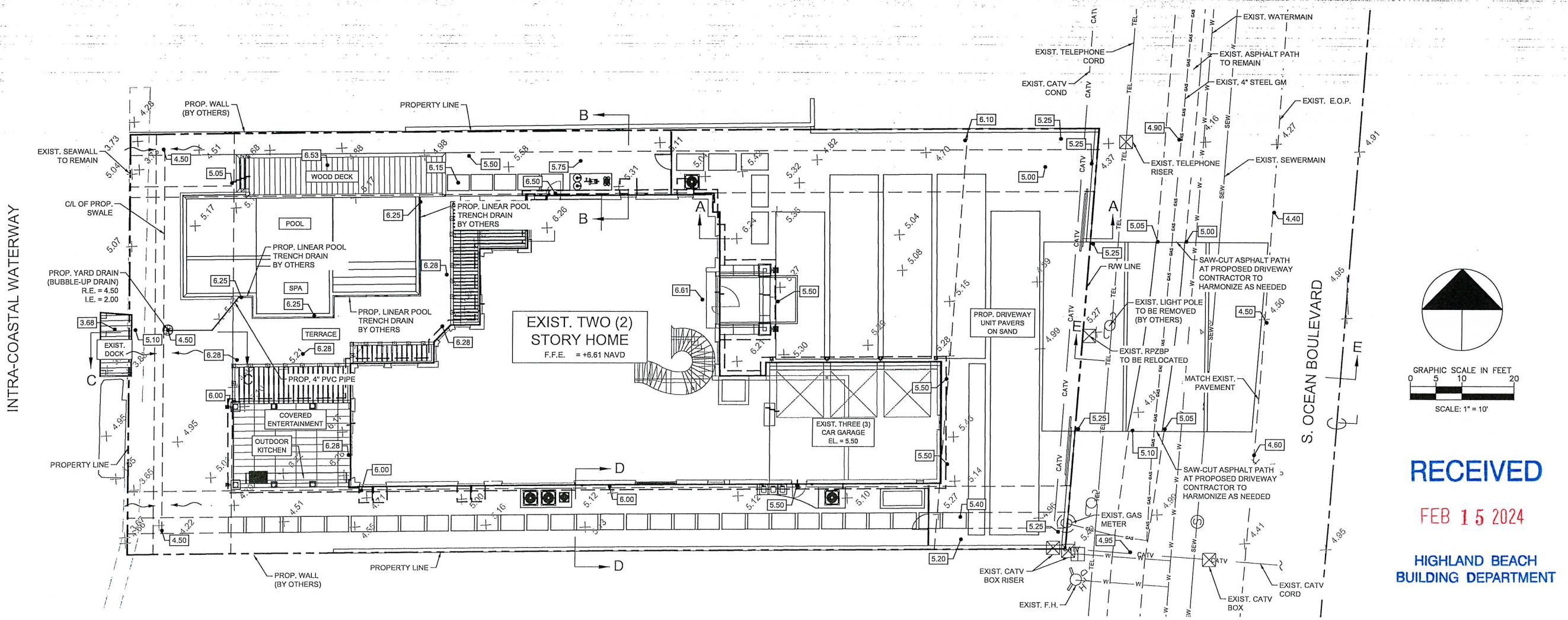
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 N.T.S.



SECTION D-D  
 N.T.S.



SECTION E-E  
 N.T.S.



GRAPHIC SCALE IN FEET  
 0 5 10 20  
 SCALE: 1" = 10'

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FEB 15 2024

HIGHLAND BEACH  
 BUILDING DEPARTMENT

C:\Users\jenn\Documents\Projects\2021\2021-60-2362 South Ocean Blvd Highland Beach\CADD\PlanSheets\202160-PP-1\_PDP\A.dwg, Jun 23, 2024 - 11:02am, JENNI



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HIGHLAND BEACH BUILDING DEPARTMENT

SUAREZ ENGINEERING & SURVEYING, INC. 13350 SW 131ST STREET SUITE 103 MIAMI, FL 33186 Tel: 305.596.1799 CERTIFICATE OF AUTHORIZATION LIC. NO. 34996

2362 SOUTH OCEAN BLVD STORMWATER POLLUTION PREVENTION PLAN & EROSION CONTROL DETAILS

CLIENT: PRIVATE CLIENT

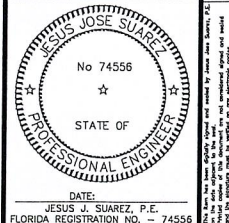
PROJECT NAME: TWO STORY HOME ADDITION AND RENOVATION

PROJECT ADDRESS: 2362 SOUTH OCEAN BLVD HIGHLAND BEACH, FL 33487

PROJECT NUMBER: C100-2021-60

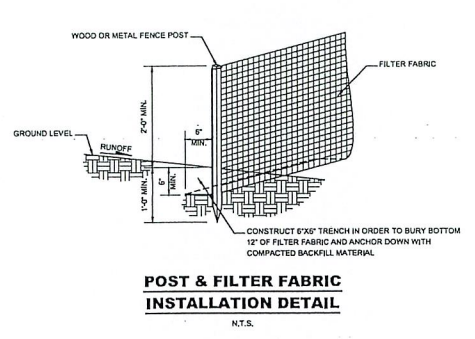
REVISIONS

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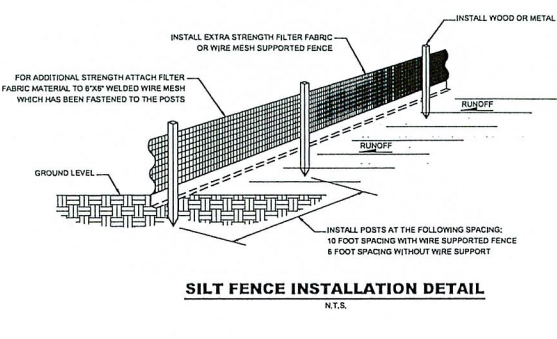


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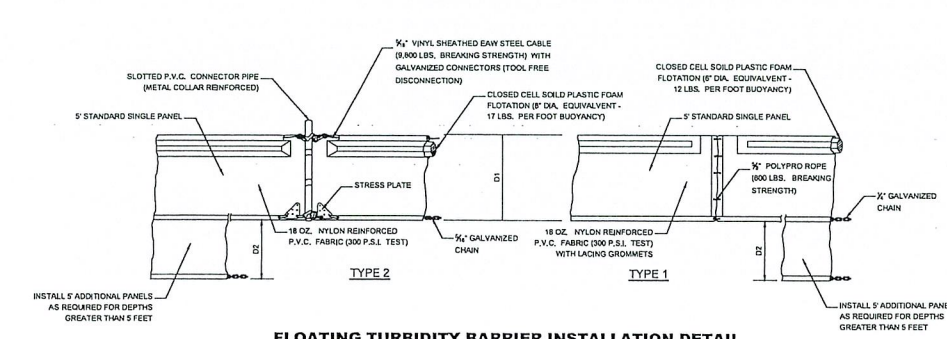
SHEET NO.



POST & FILTER FABRIC INSTALLATION DETAIL



SILT FENCE INSTALLATION DETAIL



FLOATING TURBIDITY BARRIER INSTALLATION DETAIL

FLOATING TURBIDITY BARRIER INSTALLATION NOTES

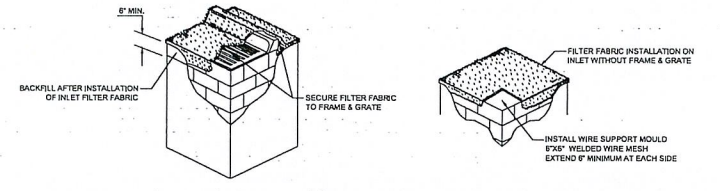
- 1. FLOATING TURBIDITY BARRIERS SHALL BE INSTALLED WITHIN EXISTING LANES AND/OR CANALS. REFER TO STORMWATER POLLUTION PREVENTION PLANS FOR EXACT LOCATIONS. 2. CONTRACTOR MAY INSTALL A SUBSTITUTION FOR THE TYPE 1 AND TYPE 2 FLOATING TURBIDITY BARRIERS ONLY IF APPROVED BY BOTH THE ENGINEER-OF-RECORD AND THE APPLICABLE GOVERNMENTAL AGENCIES. 3. THE TURBIDITY BARRIER CURTAIN BOTTOM SHALL REACH A MINIMUM DEPTH OF 10 FEET FROM THE EXISTING WATER ELEVATION. MULTIPLE PANELS OR SPECIAL DEPTH CURTAINS SHALL BE USED IF THE PLANS OR ENGINEER-OF-RECORD SPECIFY DEPTHS GREATER THAN 10 FEET.

GENERAL EROSION AND TURBIDITY CONTROL NOTES

- 1. ALL EROSION AND TURBIDITY CONTROL DEVICES AND TEMPORARY BARRIERS SHALL BE INSTALLED WITHIN THE LIMITS OF THE CONSTRUCTION AREA PRIOR TO ANY CONSTRUCTION ACTIVITIES COMMENCING. 2. A TEMPORARY BARRIER SHALL BE INSTALLED AROUND ALL WETLAND AND/OR NATURAL PRESERVATION AREAS PRIOR TO ANY CONSTRUCTION ACTIVITIES COMMENCING. NO CONSTRUCTION VEHICLES SHALL ENCRUSH WITHIN THESE AREAS. 3. CONTRACTOR SHALL HAVE ALL EXISTING UNDERGROUND UTILITIES LOCATED BY APPROPRIATE AGENCIES PRIOR TO INSTALLATION OF ANY EROSION AND TURBIDITY CONTROL DEVICES AND BARRIERS. 4. DURING CONSTRUCTION ACTIVITIES, EXISTING PERIMETER NATIVE VEGETATION SHALL REMAIN IN ORDER TO ACT AS A BUFFER BETWEEN ADJACENT PROPERTIES, AND TO MINIMIZE NUISANCE DUST, NOISE, AND/OR AIR POLLUTION. 5. PRACTICES SUCH AS SEEDING, MULCHING AND WETTING WHICH MINIMIZE AIRBORNE DUST AND PARTICULATE EMISSIONS GENERATED DURING CONSTRUCTION ACTIVITIES SHALL BE USED AS DIRECTED BY BOTH THE ENGINEER-OF-RECORD AND/OR APPLICABLE GOVERNMENTAL AGENCIES. 6. ALL AREAS DISTRIBUTED DURING CONSTRUCTION ACTIVITIES, WHICH ARE NOT GOING TO BE PAVED OR LANDSCAPED, SHALL BE SEEDDED AND MULCHED.

SILT FENCE & POST INSTALLATION NOTES

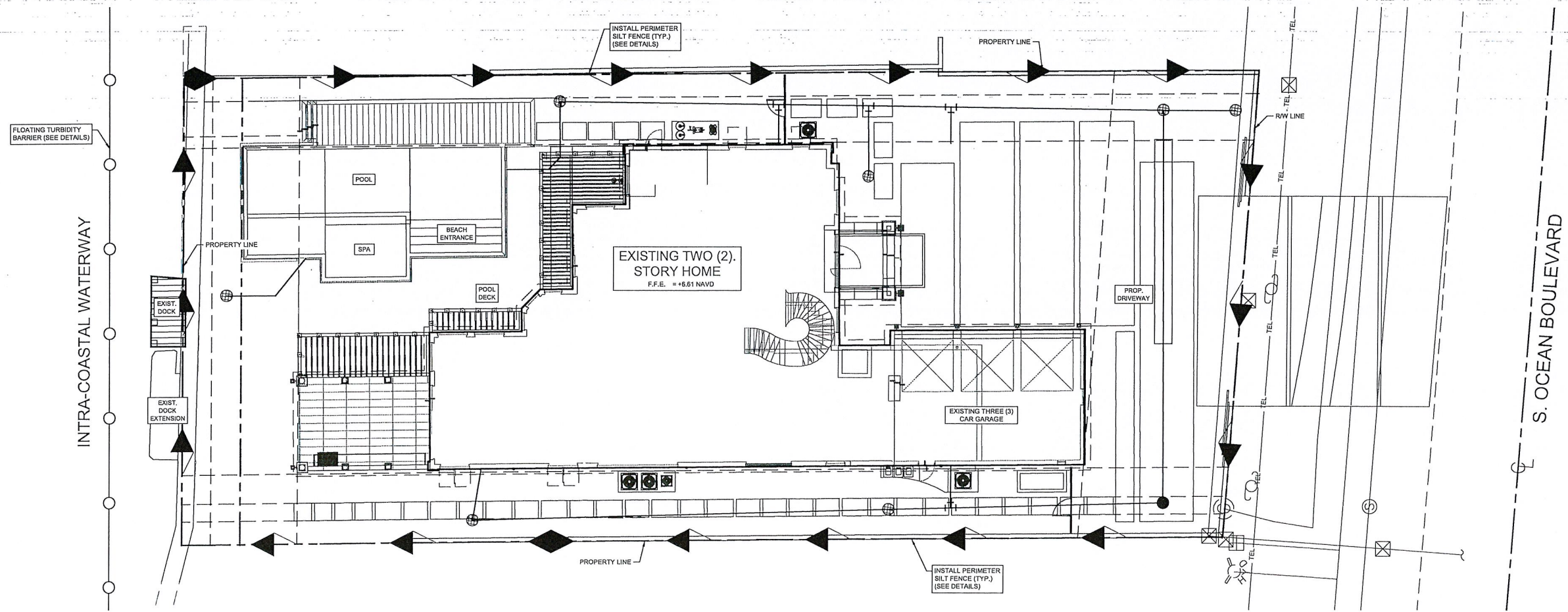
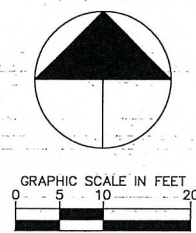
- 1. THE HEIGHT OF THE SILT FENCE SHALL BE INSTALLED AT A MINIMUM OF 24 INCHES BUT SHALL NOT EXCEED 36 INCHES. 2. THE FILTER FABRIC MATERIAL SHALL BE PURCHASED IN A CONTINUOUS ROLL IN ORDER TO BE ABLE TO CUT THE ENTIRE REQUIRED LENGTH IN ONE PIECE AND AVOID THE USE OF JOINTS. 3. WHEN STANDARD STRENGTH FILTER FABRIC MATERIAL IS USED, A WELDED WIRE MESH SUPPORT SHALL BE FASTENED SECURELY TO THE UP SLOPE SIDE OF THE FENCE POSTS BY USING EITHER HEAVY DUTY WIRE STAPLES AT LEAST 1 INCH LONG, THE WIRES OR HDG RINGS, THE WIRE SHALL EXTEND INTO THE TRENCH A MINIMUM OF 3 INCHES AND SHALL NOT EXTEND MORE THAN 36 INCHES ABOVE THE ORIGINAL GROUND SURFACE. 4. THE FILTER FABRIC MATERIAL SHALL BE EITHER STAPLED OR WIRED TO THE FENCE POSTS AND 12 INCHES OF THE FABRIC SHALL BE EXTENDED AT THE BOTTOM INTO THE TRENCH, THE FABRIC SHALL NOT EXTEND MORE THAN 36 INCHES ABOVE THE GROUND SURFACE. 5. A 6"X6" TRENCH SHALL BE CONSTRUCTED ALONG THE BOTTOM OF THE ENTIRE LINE OF FENCE POSTS AND UP SLOPE FROM THE BARRIER IN ORDER TO BURY THE BOTTOM 12 INCHES OF THE FILTER FABRIC MATERIAL. THE TRENCH SHALL BE BACK FILLED AND THE SOIL COMPACTED OVER THE FILTER FABRIC. 6. THE FENCE POSTS SHALL BE INSTALLED AT A MAXIMUM OF 10 FEET APART AND DRIVEN SECURELY INTO THE GROUND FOR A MINIMUM OF 12 INCHES WHEN THE FILTER FABRIC IS USED WITHOUT WIRE MESH SUPPORT. IF WIRE SUPPORT IS USED THEN THE FENCE POSTS SHALL BE SPACED AT A MAXIMUM OF 5 FEET APART. 7. WHEN INSTALLING TWO SILT FENCES AROUND THE PERIMETER, PLACE THE POSTS OF THE SECOND FENCE INSIDE THE POSTS OF THE FIRST FENCE. ROTATE BOTH FENCE POSTS AT A CLOCKWISE DIRECTION IN ORDER TO CREATE A TIGHT SEAL. FOLLOW ALL OTHER STANDARD INSTALLATION REQUIREMENTS.



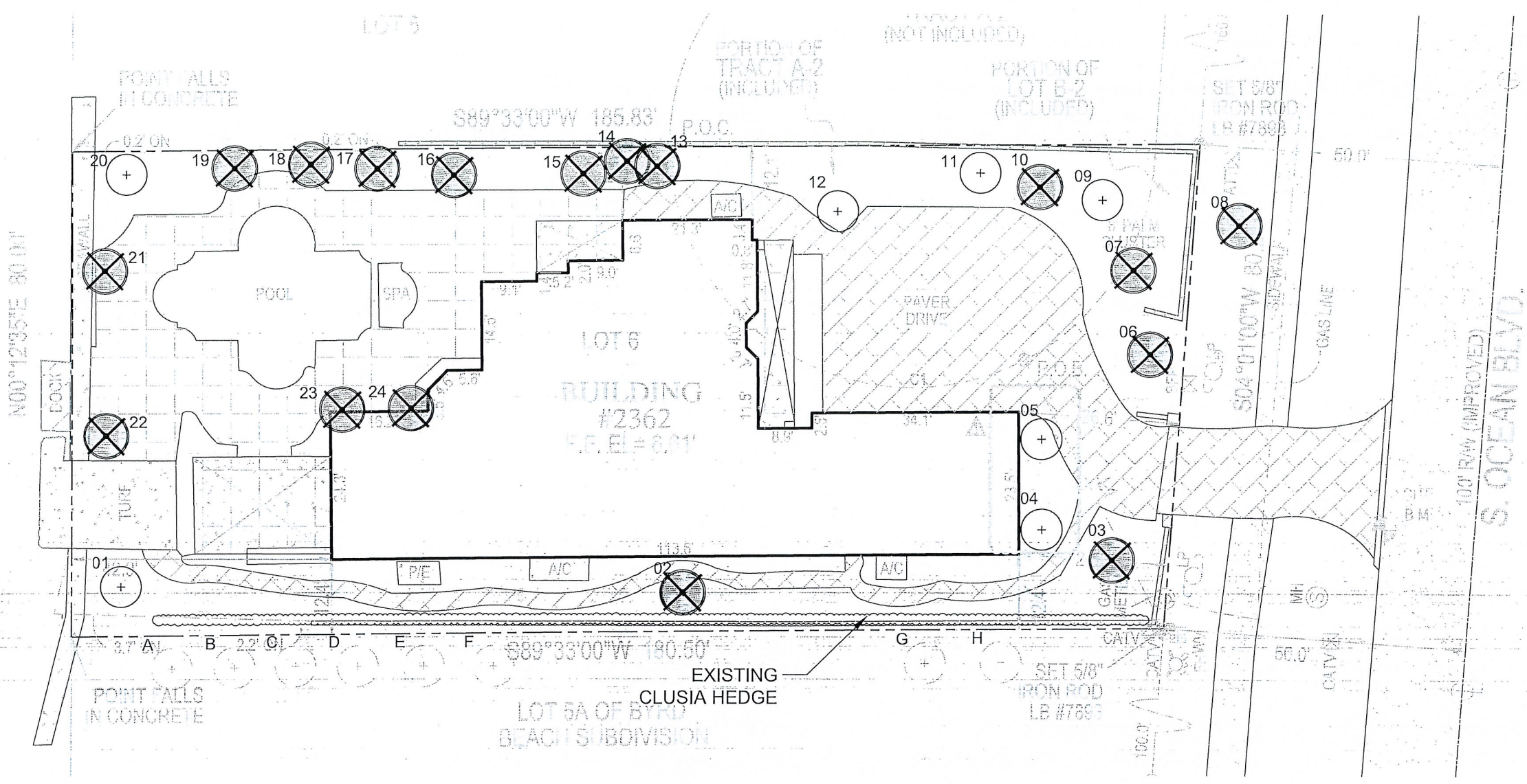
FILTER FABRIC INSTALLATION DETAIL

FILTER FABRIC INSTALLATION NOTES

- 1. CONTRACTOR SHALL CLEAN OUT DRAINAGE INLET AND FILTER FABRIC AFTER EVERY STORM EVENT OR AS NEEDED. 2. CONTRACTOR SHALL REPAIR AND/OR REPLACE ALL DAMAGED FILTER FABRIC WITHIN INLETS DURING CONSTRUCTION OPERATIONS. 3. CONTRACTOR SHALL REMOVE FILTER FABRIC FROM DRAINAGE INLETS PRIOR TO STARTING FINAL PAVING OPERATIONS.



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**LEGEND**

- + EXISTING TREE/PALM TO REMAIN
- ⊗ EXISTING TREE/PALM TO BE REMOVED
- ⊕ EXISTING TREE/PALM TO BE RELOCATED
- EXISTING TREE/PALM ON ADJACENT PROPERTY

**RECEIVED**  
**FEB 15 2024**  
**HIGHLAND BEACH**  
**BUILDING DEPARTMENT**

**Jam**  
**o B**  
**Euell**

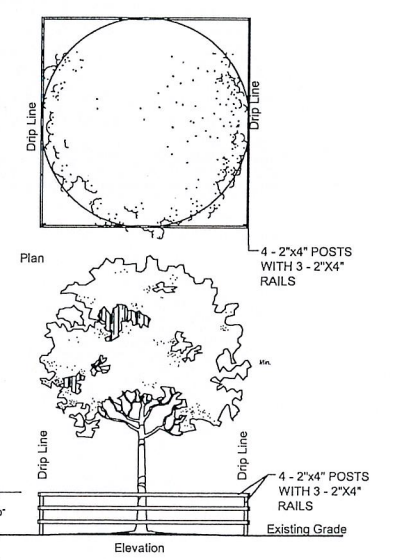
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 2/15/2024

PROJECT NAME & LOCATION:  
**PRIVATE CLIENT**  
 TWO STORY HOME ADDITION AND RENOVATION  
 2362 S. OCEAN BLVD.  
 HIGHLAND BEACH, FL 33487

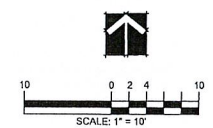
Existing Tree Survey								
KEY	BOTANTICAL NAME	COMMON NAME	CALIPER (INCHES)	HEIGHT (FEET)	CANOPY (FEET)	CONDITION	DISPOSITION	COMMENTS
1	<i>Roystonea regia</i>	Royal Palm	17	40	16	70.00%	Remain	
2	<i>Adonidia merillii</i>	Christmas Palm	12 Triple	25	12	60.00%	Remove	
3	<i>Adonidia merillii</i>	Christmas Palm	12 Triple	25	12	60.00%	Remove	
4	<i>Roystonea regia</i>	Royal Palm	17	30	16	65.00%	Remain	
5	<i>Roystonea regia</i>	Royal Palm	17	30	16	65.00%	Remain	
6	<i>Wodyetia bifurcata</i>	Foxtail Palm	12 Triple	25	9	65.00%	Remove	
7	<i>Phoenix roebelenii</i>	Pygmy Date Palm	8 Double	12	10	60.00%	Remove	
8	<i>Sabal palmetto</i>	Sabal Palm	8	30	8	50.00%	Remove	
9	<i>Phoenix roebelenii</i>	Senegal Date Palm	20 Multi	20	15	60.00%	Remain	
10	<i>Cocos nucifera</i>	Coconut Palm	10	35	14	60.00%	Remove	
11	<i>Adonidia merillii</i>	Christmas Palm	12 Triple	25	12	60.00%	Remain	
12	<i>Roystonea regia</i>	Royal Palm	18	40	16	65.00%	Remain	
13	<i>Dypsis lutescens</i>	Areca Palm	14	25	12	50.00%	Remove	Invasive
14	<i>Cocos nucifera</i>	Coconut Palm	10	40	16	60.00%	Remove	
15	<i>Cocos nucifera</i>	Coconut Palm	10	40	16	60.00%	Remove	
16	<i>Dypsis lutescens</i>	Areca Palm	14	25	12	50.00%	Remove	Invasive
17	<i>Dypsis lutescens</i>	Areca Palm	14	25	12	50.00%	Remove	Invasive
18	<i>Dypsis lutescens</i>	Areca Palm	14	25	12	50.00%	Remove	Invasive
19	<i>Dypsis lutescens</i>	Areca Palm	14	25	12	50.00%	Remove	Invasive
20	<i>Roystonea regia</i>	Royal Palm	18	40	16	70.00%	Remain	
21	<i>Wodyetia bifurcata</i>	Foxtail Palm	12 Triple	10	8	55.00%	Remove	
22	<i>Wodyetia bifurcata</i>	Foxtail Palm	12 Triple	10	8	55.00%	Remove	
23	<i>Ptychosperma elegans</i>	Solitaire Palm	7 Double	35	8	65.00%	Remove	
24	<i>Ptychosperma elegans</i>	Solitaire Palm	7 Double	35	8	65.00%	Remove	

Existing Trees on Adjacent Property								
KEY	BOTANTICAL NAME	COMMON NAME	CALIPER (INCHES)	HEIGHT (FEET)	CANOPY (FEET)	CONDITION	DISPOSITION	COMMENTS
A	<i>Wodyetia bifurcata</i>	Foxtail Palm	8	30	15	65.00%	Remain	
B	<i>Wodyetia bifurcata</i>	Foxtail Palm	8	30	15	65.00%	Remain	
C	<i>Wodyetia bifurcata</i>	Foxtail Palm	8	30	15	65.00%	Remain	
D	<i>Wodyetia bifurcata</i>	Foxtail Palm	8	30	15	65.00%	Remain	
E	<i>Wodyetia bifurcata</i>	Foxtail Palm	8	30	15	65.00%	Remain	
F	<i>Wodyetia bifurcata</i>	Foxtail Palm	8	30	15	65.00%	Remain	
G	<i>Veitchia montgomeryana</i>	Montgomery Palm	12 Double	30	12	65.00%	Remain	
H	<i>Veitchia montgomeryana</i>	Montgomery Palm	12 Double	30	12	65.00%	Remain	

**MITIGATION:**  
 17 Palms proposed to be removed. The proposed Landscape plan has 3 new trees and 15 new palms for replacement. See Landscape plan for species.  
 \* Invasive species are not included on mitigation counts.



Existing Tree(s) Protection Detail

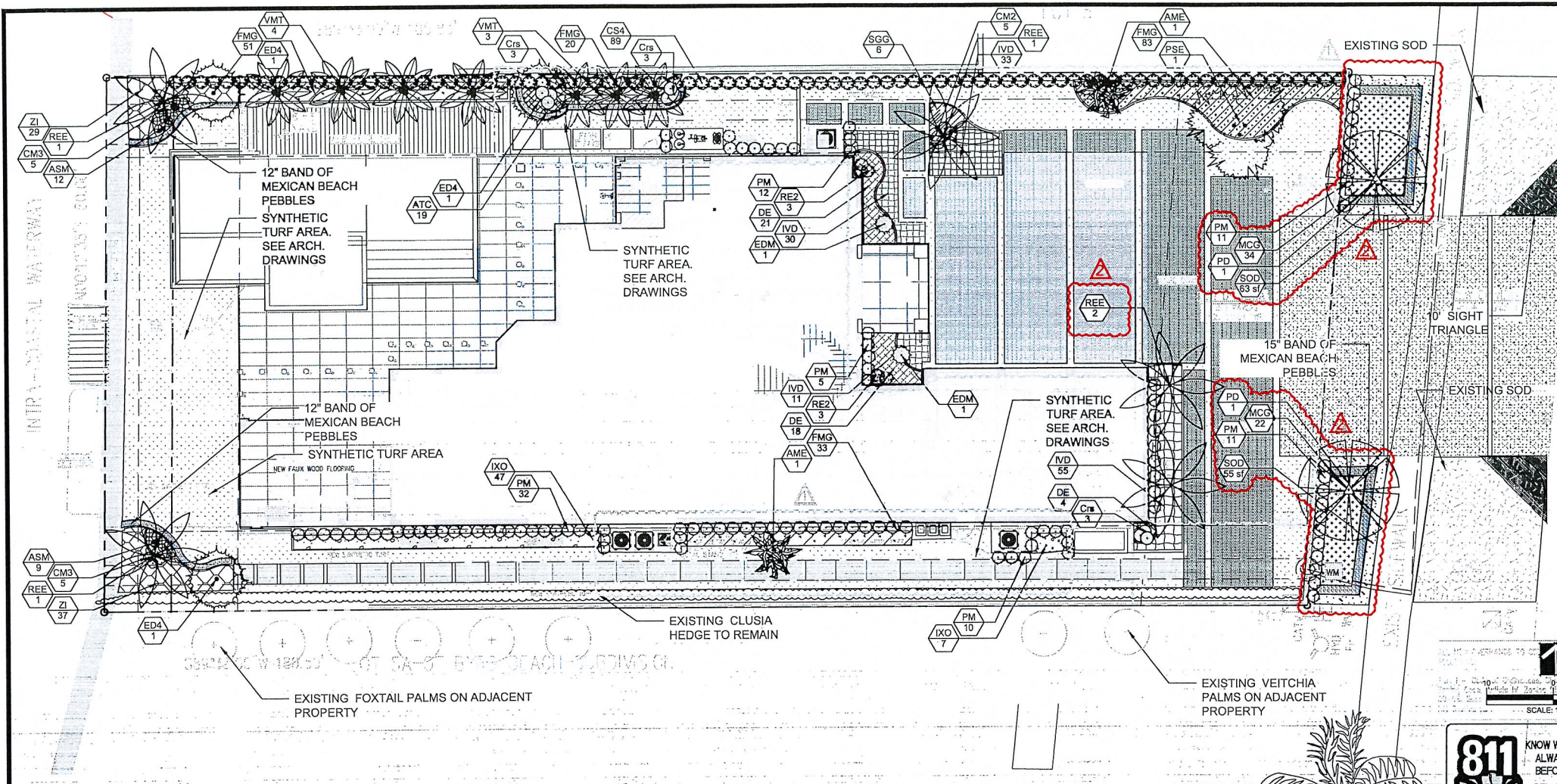


**811** KNOW WHAT'S BELOW  
 ALWAYS CALL 811 BEFORE YOU DIG  
 Excav, It's Free, It's the Law.  
 Call 811 two business days before digging.

DISTRIBUTION:	DATE:
APPROVED	01-15-24

DRAWING NAME:  
**TREE DISPOSITION PLAN**

DRAWING NUMBER:  
**L-200**



### HIGHLAND BEACH PLANTING CALCULATIONS

Residential Single Family	Required	Provided
Total Area: 14,652 S.F. 0.33AC.		
Total Tree Requirement:		
Percentage of Drought Tolerant / Native Trees		
Total Trees / Palms (Not including existing trees)		12
(Phoenix & Roystonea elata counted 1:1 All others counted 3:1)		
Total Native Trees / Palms		5
% Native or Drought Tolerant Trees / Palms		20-100%
Percentage of Drought Tolerant Shrubs / Accents		
Total Shrubs / Accents @ 24" planted ht. or greater		276
Total Shrubs / Accents		667
% Native or Drought Tolerant Shrubs / Accents		658=99%
Landscape Area Provided	5,438 s.f.	

### GENERAL PLANTING REQUIREMENTS

All sizes shown for plant material on the plans are to be considered Minimum. All plant material must meet or exceed these minimum requirements for both height and spread. Any other requirements for specific shape or effect as noted on the plan(s) will also be required for final acceptance.

All plant material furnished by the landscape contractor shall be Florida #1 or better as established by "Grades and Standards for Florida Nursery Plants" and "Grades and Standards for Florida Nursery Trees". All material shall be installed as per CSI specifications.

All plant material (except SOD) as included herein shall be warranted by the landscape contractor for a minimum period of 12 months.

All plant material shall be planted in planting soil that is delivered to the site in a clean loose and friable condition. All soil shall have a well drained characteristic. Soil must be free of all rocks, sticks, and objectionable material including weeds and weed seeds as per CSI specifications.

Twelve inches (12") of planting soil 50/50 sand/topsoil mix is required around and beneath the root ball of all trees and palms, and 1 cubic yard per 50 bedding or groundcover plants.

All landscape areas shall be covered with Eucalyptus or sterilized seed free Melaleuca mulch to a minimum depth of three inches (3") of cover when settled. A four-inch clear space must be left for air between plant bases and the mulch. Cypress bark mulch shall not be used.

All plant material shall be thoroughly watered in at the time of planting; no dry planting permitted. All plant materials shall be planted such that the top of the plant ball is flush with the surrounding grade.

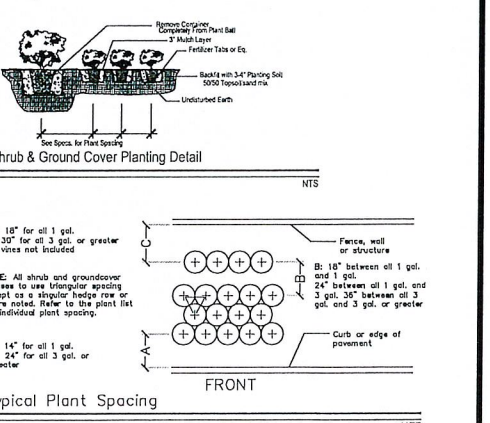
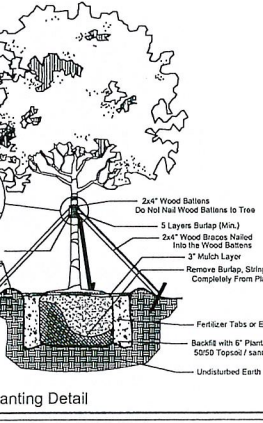
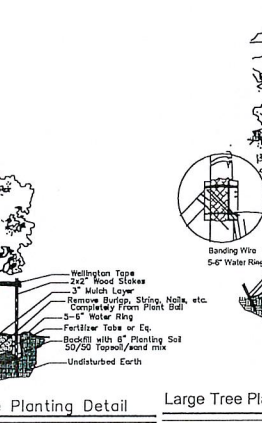
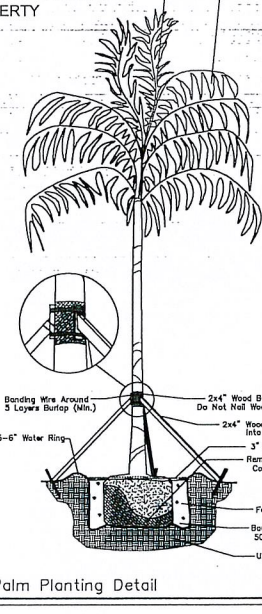
All landscape and lawn areas shall be irrigated by a fully automatic sprinkler system adjusted to provide 100% coverage of all landscape areas. All heads shall be adjusted to 100% overlap as per manufacturers specifications and performance standards utilizing a rust free water source. Each system shall be installed with a rain sensor.

It is the sole responsibility of the landscape contractor to insure that all new plantings receive adequate water during the installation and during all plant warranty periods. Deep watering of all new trees and palms and any supplemental watering that may be required to augment natural rainfall and site irrigation is mandatory to insure proper plant development and shall be provided as a part of this contract.

All plant material shall be installed with fertilizer, which shall be State approved as a complete fertilizer containing the required minimum of trace elements in addition to N-P-K, of which 50% of the nitrogen shall be derived from an organic source as per CSI specifications.

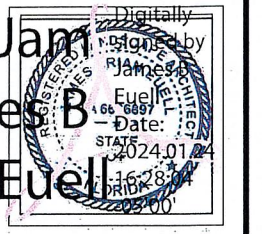
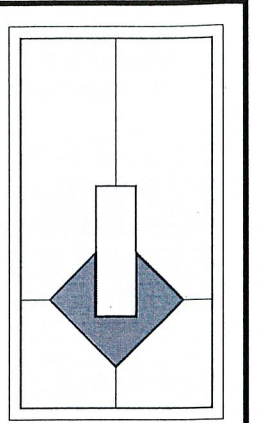
Contractors are responsible for coordinating with the owners and appropriate public agencies to assist in locating and verifying all underground utilities prior to excavation.

The plan takes precedence over the plant list.



### PLANT SCHEDULE LANDSCAPE

CODE	BOTANICAL / COMMON NAME	QTY	CONTAINER	DBH	SIZE	NATIVE	DROUGHT TOLERANCE	DETAIL	REMARKS
<b>TREES</b>									
ED4	Elaeocarpus decipiens / Japanese Blueberry Tree	3	FG/B&B	3\" Cal	14\" HT x 6\" SPR	No	High		
<b>EXISTING PALMS</b>									
AME	Adonia merrillii / Christmas Palm	2	EXISTING			No	High		
PSE	Phoenix reclinata / Senegal Date Palm	1	EXISTING			No	High		
REE	Roystonea elata / Florida Royal Palm	5	EXISTING			Yes	High		
<b>PALM TREES</b>									
PD	Phoenix dactylifera 'Medjool' / Medjool Date Palm	2	FG/B&B		14\" CT, Nut Included, Matched	No	High		
VMT	Veitchia montgomeryana / Montgomery Palm	7	FG/B&B		12-16\" OA, Triple Trunk	No	Medium		
<b>SHRUBS</b>									
ASM	Asparagus densiflorus 'Myers' / Myers Asparagus	21			18\"x18\"	No	High		
CS4	Citrus aurantium / Small-Leaf Citrus	183			36\" H, X 24\" SPR.	No	High		
CM3	Codiaeum variegatum 'Mammy' / Mammy Croton	10			18\" H, X 18\" SPR.	No	High		
CM2	Codiaeum variegatum 'Mammy' / Mammy Croton	5			18\"x18\"	No	High		
Crs	Cordyline fruticosa 'Red Sister' / Red Sister Ti	9			24\"H x18\" SPREAD	No	Medium		
EDM	Elaeocarpus decipiens 'MonProud' / Japanese Blueberry Tree Dwarf	2			6\" OA; FULL TO BASE, CONE	No	High		
PM	Podocarpus macrophyllus / Yew Pine	198			30\" HT, X 24\" SPD	No	High		
RE2	Rhapis excelsa / Lady Palm	6			24\"H x18\" SPREAD	No	HIGH		
<b>SHRUB AREAS</b>									
DE	Durania erecta 'Gold Mound' / Gold Mound Duranta	43			18\"HT x 18\"SPR	Yes	High		18\" o.c.
FMG	Ficus microcarpa 'Green Island' / Green Island Ficus	187			14\" HT x 16\" SPR	No	High		18\" o.c.
IXO	Ilex vomitoria 'Stokes dwarf' / Dwarf Yaupon Holly	129			14\" HT x 16\" SPR	Yes	High		18\" o.c.
IXO	Ixora coccinea 'Mau Sunset' / Mau Sunset Dwarf Ixora	54			14\" HT x 16\" SPR	No	High		18\" o.c.
SGG	Schefflera arboricola 'Gold Capella' / Gold Capella Arboricola	6			24\"HT x 24\"SPR	No	High		24\" o.c.
ZI	Zamia integrifolia / Coontie	66			24\"HT x 24\"SPR	Yes	High		20\" o.c.
<b>GROUND COVERS</b>									
ATC	Acalypha pendula / Trailing Chenille	19	1 Gal. @		6\"HT x 12\"SPR @	No	Medium		12\" o.c.
<b>TALL GROUND COVERS</b>									
MCG	Muhlenbergia capillaris / Pink Muhly Grass	87		Yes	24\" HT, X 24\" SPR.	Yes	Medium		24\" o.c.



PROJECT NAME & LOCATION:  
**PRIVATE CLIENT**  
 TWO STORY HOME ADDITION AND RENOVATION  
 2382 S. OCEAN BLVD.  
 HIGHLAND BEACH, FL 33487

DISTRIBUTION:	DATE:
PERMIT REVISION	01-15-24

DRAWING NAME:  
**LANDSCAPE PLAN AND DETAILS**

DRAWING NUMBER:  
**L-210**

RECEIVED

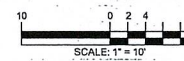
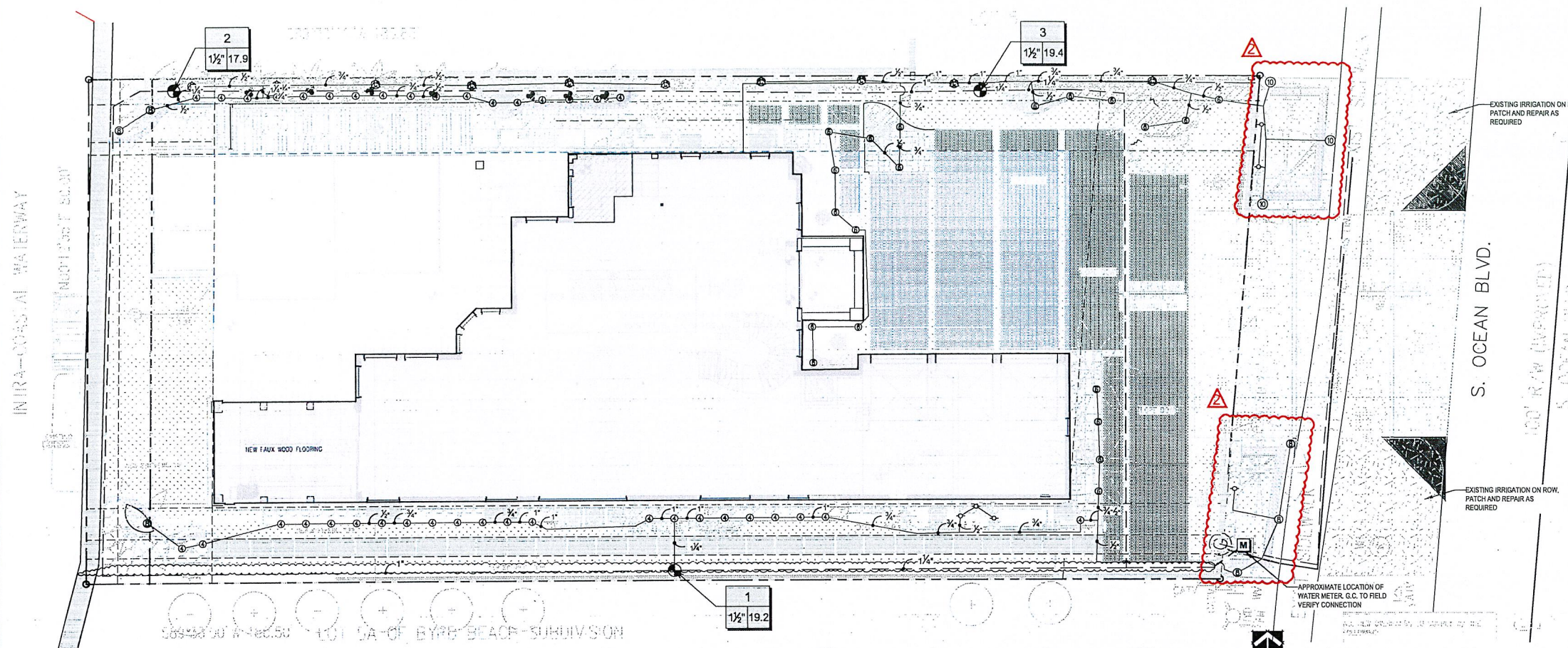
FEB 15 2024

HIGHLAND BEACH BUILDING DEPARTMENT

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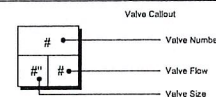
FEB 15 2024

HIGHLAND BEACH  
BUILDING DEPARTMENT



IRRIGATION SCHEDULE IRRIGATION

SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	PSI	DETAIL
	Rain Bird 1800-PA-8S-PRS 15 Strip Series Shrub Spray on fixed riser with the PA-8S-PRS Pressure Regulating Shrub Adapter. Use with 1/2" MPT threaded risers.	11	30	
	Rain Bird 1800-PA-8S-PRS ADJ Shrub Spray on fixed riser with the PA-8S-PRS Pressure Regulating Shrub Adapter. Use with 1/2" MPT threaded risers.	59	30	
	Rain Bird 1800-PA-8S-PRS ADJ Shrub Spray on fixed riser with the PA-8S-PRS Pressure Regulating Shrub Adapter. Use with 1/2" MPT threaded risers.	10	30	
	Rain Bird 1800-5 Series Stream Stream Bubbler on fixed riser.	6	15	
SYMBOL	MANUFACTURER/MODEL/DESCRIPTION	QTY	PSI	DETAIL
	Rain Bird PEB-PRS-D 1-1/2" 1", 1-1/2", 2" Plastic Industrial Valves. Low Flow Operating Capability, Globe Configuration, With Pressure Regulator Module	3		
	Water Meter 1"	1		
	Irrigation Lateral Line: PVC Schedule 40 1/2"	400.5 l.f.		
	Irrigation Lateral Line: PVC Schedule 40 3/4"	148.0 l.f.		
	Irrigation Lateral Line: PVC Schedule 40 1"	71.5 l.f.		
	Irrigation Lateral Line: PVC Schedule 40 1 1/4"	24.4 l.f.		
	Irrigation Mainline: PVC Schedule 40-NP 1"	303.6 l.f.		
	Irrigation Mainline: PVC Schedule 40-NP 1 1/4"	190.1 l.f.		



CRITICAL ANALYSIS

Generated: 2024-01-14 16:28

P.O.C. NUMBER: 01  
Water Source Information:

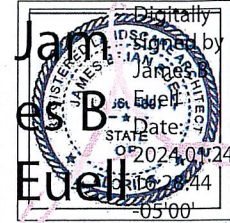
FLOW AVAILABLE  
Water Meter Size: 1"  
Flow Available: 19.62 GPM

PRESSURE AVAILABLE  
Static Pressure at POC: 60 PSI  
Elevation Change: 5.00 ft  
Service Line Size: 1"  
Length of Service Line: 20 ft  
Pressure Available: 56 PSI

DESIGN ANALYSIS  
Maximum Station Flow: 19.41 GPM  
Flow Available at POC: 19.62 GPM  
Residual Flow Available: 0.21 GPM

Critical Station: 2  
Design Pressure: 30 PSI  
Friction Loss: 2.2 PSI  
Fittings Loss: 0.22 PSI  
Elevation Loss: 0 PSI  
Loss through Valve: 3.9 PSI  
Pressure Req. at Critical Station: 36.3 PSI  
Loss for Fittings: 0 PSI  
Loss for Main Line: 4.16 PSI  
Loss for POC to Valve Elevation: 0 PSI  
Loss for Backflow: 0 PSI  
Loss for Water Meter: 1.78 PSI  
Critical Station Pressure at POC: 42.3 PSI  
Pressure Available: 56 PSI  
Residual Pressure Available: 13.7 PSI

SLEEVING SCHEDULE	
PIPE SIZE	SLEEVING PIPE SIZE
3/4"	2"
1"	2"
1-1/4"	3"
1-1/2"	3"
2"	4"
3"	6"
4"	8"
6"	12"
8"	16"



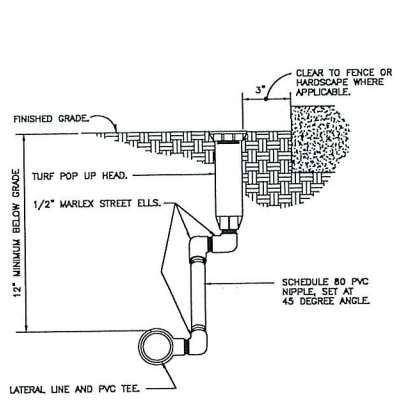
PROJECT NAME & LOCATION:  
**PRIVATE CLIENT**  
TWO STORY HOME ADDITION AND RENOVATION  
2362 S. OCEAN BLVD.  
HIGHLAND BEACH, FL 33487

DISTRIBUTION:	DATE:
	01-15-24

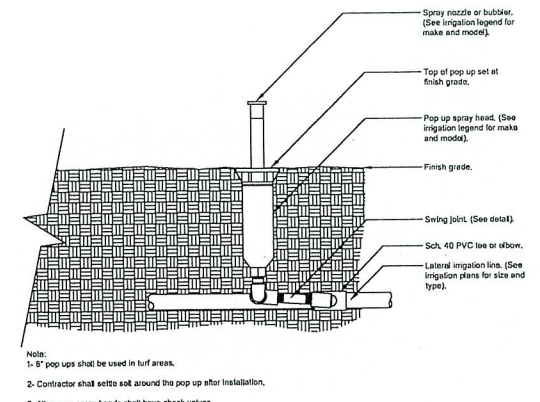
DRAWING NAME:  
IRRIGATION PLAN

DRAWING NUMBER:  
L-300

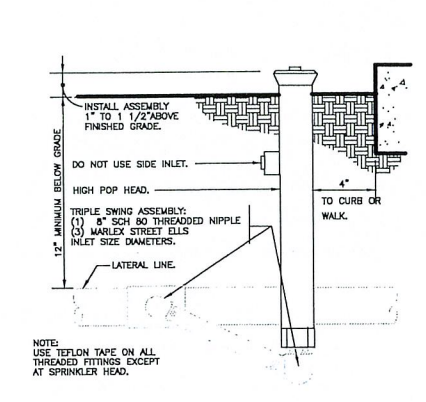




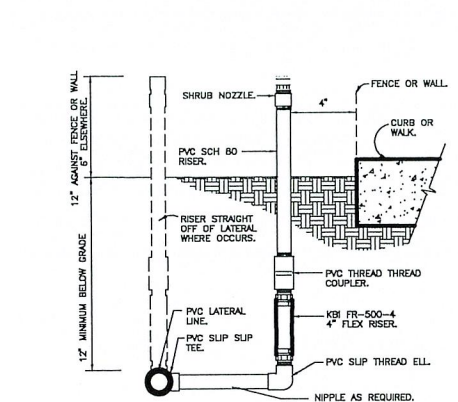
1 TURF SPRAY MARLEX ASSEMBLY  
3" x 1'-0"



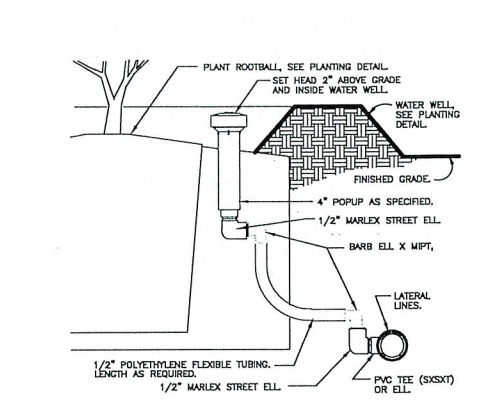
2 POP UP-SPRAY HEAD  
1 1/2" x 1'-0"



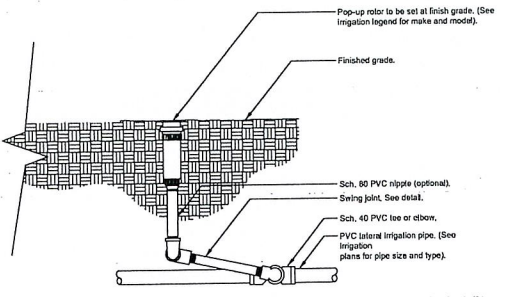
3 SHRUB SPRAY HIGHPOP MARLEX ASSEMBLY  
3" x 1'-0"



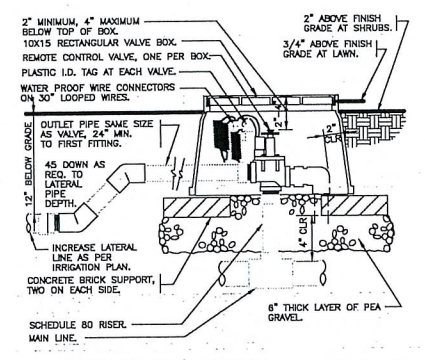
4 SHRUB SPRAY KBI FIXED RISER  
3" x 1'-0"



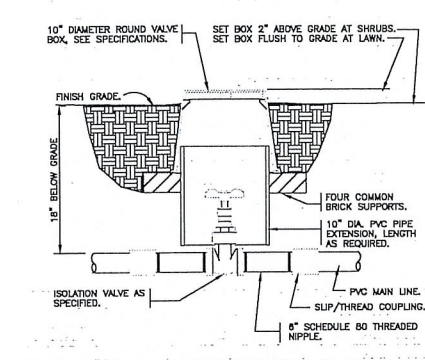
5 POPUP BUBBLER AT PLANT PIT  
3" x 1'-0"



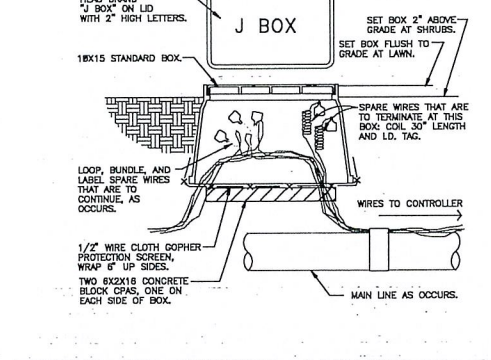
6 ROTOR SPRAYHEAD  
1 1/2" x 1'-0"



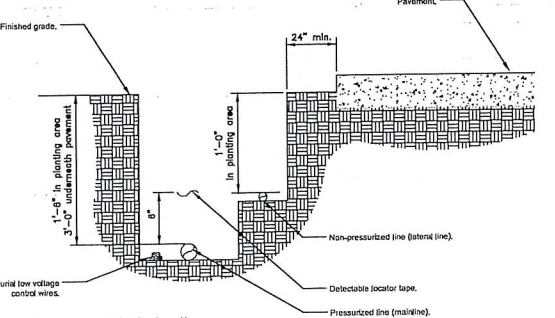
7 ELECTRIC REMOTE CONTROL VALVE  
1 1/2" x 1'-0"



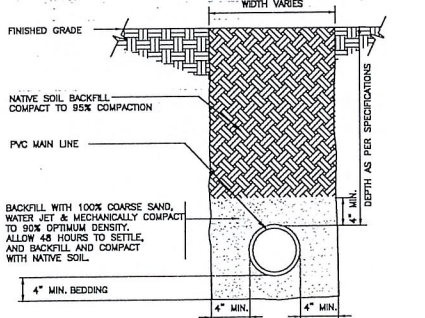
8 BRASS ISOLATION VALVE  
1 1/2" x 1'-0"



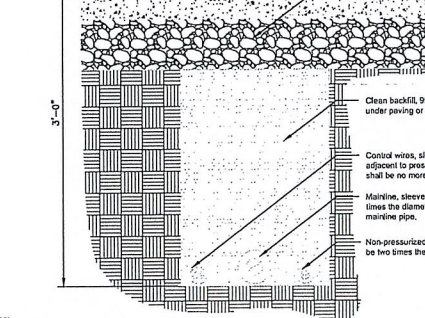
9 WIRE BUNDLE JUNCTION BOX  
1 1/2" x 1'-0"



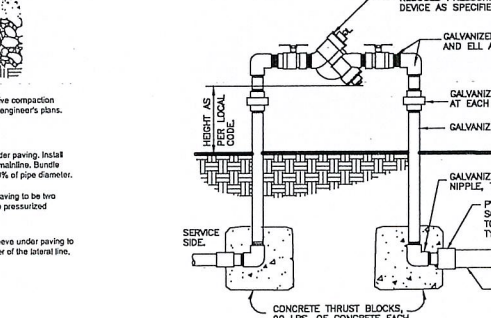
10 IRRIGATION TRENCHING  
1 1/2" x 1'-0"



11 MAINLINE WITH SAND BEDDING  
1 1/2" x 1'-0"

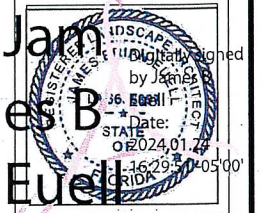


12 PIPE BENEATH PAVEMENT  
1 1/2" x 1'-0"



13 REDUCED PRESSURE BACKFLOW DEVICE  
1" x 1'-0"

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PRIVATE CLIENT  
TWO STORY HOME ADDITION AND RENOVATION  
2362 S. OCEAN BLVD.  
HIGHLAND BEACH, FL 33487

DISTRIBUTION:	DATE:

DRAWING NAME:  
IRRIGATION  
DETAILS

DRAWING NUMBER:  
L-301



WIRING

Irrigation control wire shall be thermoplastic solid copper, single conductor, low voltage irrigation controller wire, suitable for direct burial and continuous operation at rated voltages.

Tape and bundle control wire every 10' and run alongside the mainline. At all turns in direction, make a 2' coil of wire. At all valve boxes coil wire around a 3/4" piece of PVC pipe to make a coil using 30 linear inches of wire. Make electrical connections with 3MDBY/R connectors.

Number all wires, using an electrical book of numbers, according to the plans. Number wires in all valve boxes, junction boxes and at the controller.

- Wire sized, numbered and colored as follows: #14 white for common, #14 spare black common, #14 individual color coded hot wire, #14 spare yellow hot wire

Spare wires Leaving each controller, run four spare wires in both directions (eight spare wires total). Install as 1 common spare (2 total) and 3 hot wires (6 total). Loop these wires into each RCV along their path and terminate in the last valve box controlled by the wires respective controller. The loop into each valve box shall extend up into the valve box a minimum of 8" and be readily accessible by opening the valve box lid. These wires must all be color coded and numbered as required in the plans.

Controller and pump station Control Panel grounding - Contractor to utilize 4"x8"x3/4" copper grounding plates, 3/4"x10' copper clad grounding rods, 'One Strike' CAD wells at all connection points, #6 insulated copper wire, and earth contact material. Install these and other required components as outlined in the detail. Contractor to verify that the earth to ground resistance does not exceed 10 ohms. Contractor shall provide a written certification, on a licensed electrical contractors letter head, showing the date of the test, controller/pump location, and test results. Each controller/pump shall be so grounded as tested. Each component must have its own separate ground grid, unless they are sitting side by side, in which case up to two controllers can share a common grounding grid.

LAYOUT

Lay out irrigation system mainlines and lateral lines. Make the necessary adjustments as required to take into account all site obstructions and limitations prior to excavating trenches.

Stake all sprinkler head locations. Adjust location and make the necessary modifications to nozzle types, etc. required to ensure 100% head to head coverage. Refer to the Edge of Pavement Detail on the Irrigation Detail sheet.

Spray heads shall be installed 4" from sidewalks or curbed roadways and 12" from uncurbed roadways and building foundations. Rotors shall be installed 4" from sidewalks or curbed roadways, 12" from building foundations, and 36" from uncurbed roadways.

Shrub heads shall be installed on 3/4" Sch 40 PVC risers. The risers shall be set at a minimum of 18" off sidewalks, roadway curbing, building foundations, and/or any other landscaped areas. Shrub heads shall be installed to a standard height of 2' above maintained height of plants and shall be installed a minimum of 6" within planted masses to be less visible and offer protection. Paint all shrub risers with flat black or forest green paint, unless irrigation system will utilize reuse water; in this case the risers shall be purple PVC and shall not be painted.

Locate valves prior to excavation. Ensure that their location provides for easy access and that there is no interference with physical structures, plants, trees, poles, etc. Valve boxes must be placed a minimum of 12" and a maximum of 15" from the edge of pavement, curbs, etc. and the top of the box must be 2" above finish grade. No valve boxes shall be installed in turf areas without approval by the irrigation designer - only in shrub beds. Never install in sport field areas.

VALVES

Sequence all valves so that the farthest valve from the POC operates first and the closest to the POC operates last. The closest valve to the POC should be the last valve in the programmed sequence.

Adjust the flow control on each RCV to ensure shut off in 10 seconds after deactivation by the irrigation controller.

Using an electric branding iron, brand the valve ID letter/number on the lid of each valve box. This brand must be 2"-3" tall and easily legible.

EQUIPMENT

All pop-up heads and shrub risers shall be pressure compensating. All pop-up heads shall be mounted on flex-type swing joints. All rotors shall be installed with PVC triple joints unless otherwise detailed.

All sprinkler equipment, not otherwise detailed or specified on these plans, shall be installed as per manufacturer's recommendations and specifications, and according to local and state laws.

TRENCHING

Excavate straight and vertical trenches with smooth, flat or sloping bottoms. Trench width and depth should be sufficient to allow for the proper vertical and horizontal separation between piping as shown in the pipe installation detail on the detail sheet.

Protect existing landscaped areas. Remove and replant any damaged plant material upon job completion. The replacement material shall be of the same genus and species, and of the same size as the material it is replacing. The final determination as to what needs to be replaced and the acceptability of the replacement material shall be solely up to the owner or owner's representative.

INSTALLATION

Solvent Weld Pipe: Cut all pipe square and deburr. Clean pipe and fittings of foreign material; then apply a small amount of primer while ensuring that any excess is wiped off immediately. Primer should not puddle or drip from pipe or fittings. Next apply a thin coat of PVC cement; first apply a thin layer to the pipe, next a thin layer inside the fitting, and finally another very thin on the pipe. Insert the pipe into the fitting. Insure that the pipe is inserted to the bottom of the fitting, then turn the pipe a 1/4 turn and hold for 10 seconds. make sure that the pipe doesn't recede from the fitting. If the pipe isn't at the bottom of the fitting upon completion, the glue joint is unacceptable and must be discarded. Pipes must cure a minimum of 30 minutes prior to handling and placing into trenches. A longer curing time may be required; refer to the manufacturer's specifications. The pipe must cure a minimum of 24 hours prior to filling with water.

BACK FILL

The back fill 6" below, 6" above, and around all piping shall be clean sand and anything beyond that in the trench can be of native material but nothing larger than 2" in diameter. All piping and excavations shall be backfilled and compacted to a density of 95% modified Proctor, or greater.

Main line pipe depth measure to the top of pipe shall be: 24" minimum for 3/4" - 2" PVC with a 30" minimum at vehicular crossings; 30" minimum for 3" & 4" PVC with a 36" minimum at vehicular crossings.

Lateral line depths measure to top of pipe shall be: 18" minimum for 3/4" - 3" PVC with a 30" minimum at vehicular crossings; 24" minimum for 4" PVC and above with a 30" minimum at vehicular crossings.

Contractor shall backfill all piping, both mainline and laterals, prior to performing any pressure tests. The pipe shall be backfilled with the exception of 2' on each side of every joint (bell fittings, 90's, tees, 45's, etc). These joints shall not be backfilled until all piping has satisfactorily passed its appropriate pressure test as outlined below.

FLUSHING

Prior to the placement of valves, flush all mainlines for a minimum of 10 minutes or until lines are completely clean of debris, whichever is longer.

Prior to the placement of heads, flush all lateral lines for a minimum of 10 minutes or until lines are completely clean of debris, whichever is longer.

Use screens in heads and adjust heads for proper coverage avoiding excess water on walks, walls and paving.

TESTING

Schedule testing with Owner's Representative a minimum of three (3) days in advance of testing.

Mainline: Remove all remote control valves and cap using a threaded cap on SCH 80 nipple. Hose bibs and gate valves shall not be tested against

during a pressure test unless authorized by written permission from the owner, fill mainline with water and pressurize the system to 125 PSI. Monitor the system pressure at two gauge locations; the gauge locations must be at opposite ends of the mainline. With the same respective pressures, monitor the gauges for two hours. There can be no loss in pressure at either gauge for solvent-welded pipe.

If these parameters are exceeded, locate the problem; repair it; wait 24 hours and retry the test. This procedure must be followed until the mainline passes the test.

Lateral lines: The lateral lines must be fully filled to operational pressure and visually checked for leaks. Any leaks detected must be repaired.

Operational Testing - Once the mainline and lateral lines have passed their respective tests, and the system is completely operational, a coverage test and demonstration of the system is required. The irrigation contractor must demonstrate to the owner, or his/her representative, that proper coverage is obtained and the system works automatically from the controller. This demonstration requires each zone to be turned on, in the proper sequence as shown on the plans, from the controller. Each zone will be inspected for proper coverage and function. The determination of proper coverage and function is at the sole discretion of the owner or owner's representative.

Upon completion of the operational test, run each zone until water begins to puddle or run off. This will allow you to determine the number of irrigation start times necessary to meet the weekly evapotranspiration requirements of the planting material in each zone. In fine sandy soils, it is possible no puddling will occur. If this is experienced, then theoretical calculations for run times will be required for controller programming.

SUBMITTALS

Pre-Construction: Deliver five (5) copies of submittals to Owner's Representative within ten (10) working days from date of Notice to Proceed. Furnish information in 3-ring binder with table of contents and index sheet. Index sections for different components and label with specification section number and name of component. Furnish submittals for components on material list. Indicated which items are being supplied on catalog cut sheets when multiple items are shown on one sheet. Incomplete submittals will be returned without review. In lieu of hardcopies, an electronic package in PDF format can be submitted.

After project completion: As a condition of final acceptance, the irrigation contractor shall provide the owner with:

- 1. Irrigation As-builts - shall be provided accurately locating all mainlines, sleeves, remote control valves, gate valves, independent wire runs, wire splice boxes, controllers, high voltage supply sources/conduit path, control mechanisms, sensors, wells and water source connections. All mainline and independent runs of wire shall be located every 30' for straight runs and at every change of direction. Sleeves will be located at end points and every 20' of length. All underground items shall include depth in inch format.
2. Controller charts - Upon completion of "as-built" prepare controller charts; one per controller. Indicate on each chart the area controlled by a remote control valve (using a different color for each zone). This chart shall be reduced to a size that will fit inside the controller door. The reduction shall be hermetically sealed inside two 2ml pieces of clear plastic.
3. Grounding Certification - Provide ground certification results for each controller and pump panel grounding grid installed. This must be on a licensed electrician letter head indicating location tested (using IR plan symbols), date, time, test method and testing results.

INSPECTIONS AND COORDINATION MEETINGS REQUIRED - Contractor is required to schedule, perform, and attend the following, and demonstrate to the owner and/or owners representative to their satisfaction, as follows:

- 1. Pre-construction meeting - Designer and contractor to review entire install process and schedule with owner/general contractor.
2. Mainline installation inspection(s) - All mainline must be inspected for proper pipe, fittings, depth of coverage, backfill and installation method.
3. Mainline pressure test - All mainline shall be pressure tested according to this design's requirements.
4. Flow meter calibration - All flow meters must be calibrated. Provide certified calibration report for all flow meters.
5. Coverage and operational test
6. Final inspection
7. Punch list inspection

FINAL ACCEPTANCE

Final acceptance of the irrigation system will be given after the following documents and conditions have been completed and approved. Final payment will not be released until these conditions are satisfied.

- 1. All above inspections are completed, documented, approved by owner.
2. Completion and acceptance of 'as-built' drawings.
3. Acceptance of required controller charts and placement inside controller.
4. All other submittals have been made to the satisfaction of the owner.

GUARANTEE: The irrigation system shall be guaranteed for a minimum of one calendar year from the time of final acceptance.

MINIMUM RECOMMENDED IRRIGATION MAINTENANCE PROCEDURES

1. Every irrigation zone should be checked monthly and written reports generated describing the date(s) each zone was inspected, problems identified, date problems repaired, and a list of materials used in the repair. At minimum, these inspections should include the following tasks:

- A. Turn on each zone from the controller to verify automatic operation.
B. Check schedules to ensure they are appropriate for the season, plant and soil type, and irrigation method. Consult an I.A. certified auditor for methods used in determining proper irrigation scheduling requirements.
C. Check remote control valve to ensure proper setting, if present.
D. Check setting on pressure regulator if verify proper setting, if present.
E. Check flow control and adjust as needed; ensure valve closure within 10-15 seconds after deactivation by controller.
F. Check for leaks - mainline, lateral lines, valves, heads, etc.
G. Check all heads as follows:
1. Proper set height (top of sprinkler is 1" below mow height)
2. Verify head pop-up height - 6" in turf, 12" in groundcover, and riser in shrub beds
3. Check wiper seal for leaks - if leaking, clean head and re-impact.
4. If still leaking, replace head with the appropriate head with pressure regulator and built-in check valve.
5. All nozzles checked for proper pattern, clogging, leaks, correct make & model, etc. - replace as needed
6. Check for proper alignment - perfectly vertical; coverage area is correct; minimize over spray onto hardscapes
7. Riser height raised/lowered to accommodate plant growth patterns and ensure proper coverage.
8. Verify pop-ups retract after operation. If not, repair/replace as needed.
H. Check controller/C.C.U. grounds for resistance (10 ohms or less) once per year. Submit written reports.
I. Check rain shut-off device monthly and clean/repair/replace as needed.
J. Inspect all valve boxes to ensure they are in good condition, lids are in place and locked.
K. Inspect backflow devices by utilizing a properly licensed backflow inspector. This should be done annually, at minimum.
L. Inspect all filters monthly and clean/repair/replace as needed.
M. Check pump stations for proper operation, pressures, filtration, settings, etc. - refer to pump station operations manual.
N. Check and clean intake screens on all suction lines quarterly, at minimum. Clean and/or repair, as needed.
O. Winterize, if applicable, as weather in your area dictates. Follow manufacturer recommendations and blow out all lines and equipment using compressed air. Perform seasonal startup of system as per manufacturer recommendations.
P. Conduct additional inspections, maintenance tasks, etc. that are particular for your site.

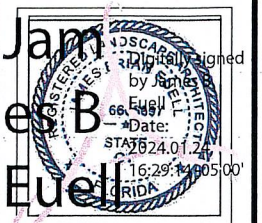
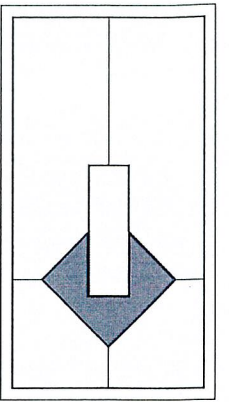
SOIL MOISTURE SENSOR (When applicable)

- 1. Place all soil moisture sensor wiring in 1" SCH 40 PVC conduit
2. Soil moisture sensor should be placed in the middle of a spray or drip area as per manufacturer's recommendations.
3. Controller shall be set to the Florida Automated Weather Network's urban scheduler settings using the SMS as a moisture cut off device (like a rain switch) per manufacturer directions.

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HIGHLAND BEACH BUILDING DEPARTMENT



PRIVATE CLIENT
TWO STORY HOME ADDITION AND RENOVATION
2362 S. OCEAN BLVD.
HIGHLAND BEACH, FL 33487

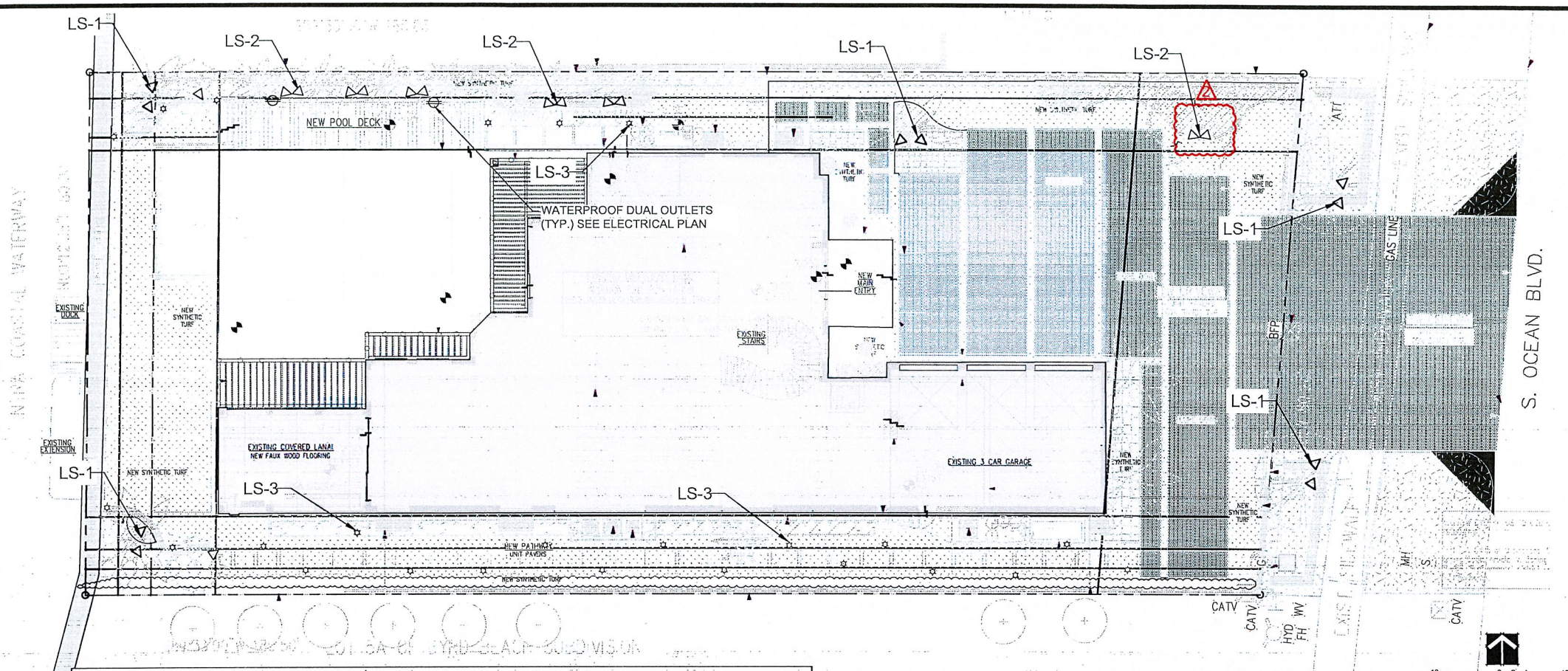
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DRAWING NAME: IRRIGATION NOTES

DRAWING NUMBER: L-302



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 BUILDING DEPARTMENT



LANDSCAPE LIGHTING SCHEDULE

TYPE	DESCRIPTION	MANUFACTURER	CATALOG NUMBER	VOLT	# LAMPS	LAMP TYPE	INPUT WATTS	MOUNTING	REMARKS
LS-1	LED UPLIGHT	COASTAL SOURCE	FBTR-16-VB	7-18 VAC	10	LED 3000K	9W	POWER-PIPE	SPOT ANGLE FOR SINGLE PALMS FLOOD ANGLE FOR TREES AND CLUSTERS
LS-2	LED FLOOD/LIGHT	COASTAL SOURCE	WL-10W-3K-VB-WLPTH18"	7-18 VAC	14	LED 3000K	9W	POWER-PIPE	
LS-3	PATH LIGHT	COASTAL SOURCE	MLP-3K-AC-MLSTSS	7-18 VAC	24	LED 3000K	5W	STAKE MOUNTING	



**LS-1**

**COASTAL SOURCE**

**MR16 BULLET LIGHT FLEX SERIES**

The MR16 Bullet Light is the ultimate bullet for uplighting. With an 18" riser, this Bullet stays focused on its task by staying above ground cover and other obstructions. Since it's a Flex fixture, though, you can change the riser height for odd accessories like Thru-Guard and/or the CS Stakelizer at any point.

**MR16 BULLET w/ RISER SPECIFICATIONS**

Size (H x W): 27" x 2.5"  
 Weight: 4.0 lbs  
 Construction: Solid Brass  
 Voltage: 7-18VAC/7-24VDC  
 Finish: Vintage Brass  
 Riser: 18"  
 Shroud: 360° Rotational with O-Ring  
 Lamp: MR16 LED  
 Wattage: Maximum 9W G3 LED Lamp  
 Lens: Clear Flat Borosilicate Glass  
 Mounting: 8" Removable Trip Stake  
 Fixture Connector: CMC Male Direct Connector  
 Wiring: Removable 3' CMC-CC Y-Cable (included)  
 Warranty: Brass Parts (Lifetime)  
 Y-Cable (5 Years)

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**LS-2**

**COASTAL SOURCE**

**WASH LIGHT**

The Wash Light is unparalleled in light output and uniformity. It is available in both low power and high power models, allowing you to illuminate small shruberies or the side of a large building with a single compact fixture. The LED module has been custom designed to utilize CREE COB technology and custom optics to achieve a perfectly uniform light pattern. The whole fixture is used as a heat sink for the LED to ensure it continues lighting for years to come. These lights are available in both 2700K and 3000K.

**WASH LIGHT SPECIFICATIONS**

Size (H x W): 5.25in x 3.5in  
 Weight: 2.0 lbs  
 Construction: Solid Brass  
 Voltage: 7-18VAC/7-24VDC  
 Finish: Vintage Brass, White, Nickel  
 Shroud: Integrated glare shield with gasket  
 Lamp: Thermally bonded CREE module (replaceable)  
 Wattage: 2.5W(24lm)/4W(352lm), 5W(458lm)/6W(502lm)/10W(730lm) (switchable)  
 Color Temperature: 2700K, 3000K  
 Lens: Clear, Frosted (both included)  
 Mounting: Stake, Tree Mount, Flush Mount (optional)  
 Fixture Connector: CMC Male Direct Connector  
 Wiring: Removable 3' CMC-CC Y-Cable (not included)  
 Warranty: LED Module and Specialty Finishes (5 Years)  
 Brass Parts (Lifetime)

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**LS-3**

**COASTAL SOURCE**

**MATCH L PATH LIGHT**

The Match L Path Light is part of our contemporary styled high performance lighting fixture line with simple, clean, and elegant lines without the typical compromises to functionality, performance flexibility, and serviceability. The Coastal Source Match Contemporary fixtures consist of three fixture styles, but can be assembled and reconfigured into many different fixtures with many applications.

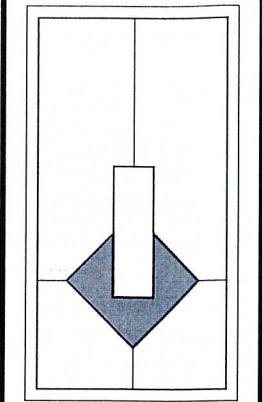
U.S. Design Patent 10,900,622

**MATCH L PATH LIGHT SPECIFICATIONS**

Size (H x W): 24in x 2.35in  
 Weight: 2.65 lbs  
 Construction: Anodized Aluminum Extrusion  
 Voltage: 7-18VAC/7-24VDC  
 Finish: Anodized Clear, Anodized Black  
 Lamp: Adjustable Gimbale Niche LED Module  
 Wattage: 5 Watts (400lm)  
 Lens: Clear Flat Borosilicate Glass  
 Mounting: Direct Mount for Hardscape  
 Tri-Stake for Landscape (not included)  
 Wiring: 18" CMC Pigtail + 7.5' CMC Cable  
 Warranty: LED Module (5 Years)  
 Housing (Lifetime)

OUTDOOR LIGHTING AND AUDIO [ENGINEERED] FOR LIFE

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Digitally signed by James B. Fuell  
 Date: 2024.01.29 05:00

PROJECT NAME & LOCATION:  
**PRIVATE CLIENT**  
 TWO STORY HOME ADDITION AND RENOVATION  
 2362 S. OCEAN BLVD.  
 HIGHLAND BEACH, FL 33487

DISTRIBUTION:	DATE:
PERMIT REVISION	01-15-24

DRAWING NAME:  
 LANDSCAPE LIGHTING PLAN AND DETAILS

DRAWING NUMBER:  
**L-410**

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HIGHLAND BEACH  
BUILDING DEPARTMENT



Joseph D. Pozzuoli  
Digital Signature  
Date: 2024.02.13  
16:46:41 -05'00'

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ISSUE / COMMENT	BY	DATE	APPROVAL	DATE
PERFORMANCE PLAN REVIEW	[Signature]	02/14/2024		
PERFORMANCE PLAN REVIEW	[Signature]	02/17/2024		
PERFORMANCE PLAN REVIEW	[Signature]	02/17/2024		



PROJECT ADDRESS: 2362 S. OCEAN BLVD., HIGHLAND BEACH, FL 33487, US

**WILLENS' RESIDENCE**  
**TWO STORY HOME ADDITION**  
**AND RENOVATION**  
2362 S. OCEAN BLVD HIGHLAND BEACH  
FL 33487 US

150 E. Boca Raton Rd.  
Boca Raton, Florida 33432  
Phone: 561 362 6408  
Web: BE-DESIGN.NET

JOB ID	230719.049.WIL
DRAWING EDITION	230719.WIL-TW-01
PRINTING DATE	2/6/2024
DRAWN BY	E.B. - R.R.
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SP-00

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**CALL "SUNSHINE STATE ONE CALL" PRIOR TO DIG AT 811 OR (800) 432-4770**

**FLOOD ZONE INFORMATION**

FLOOD INFORMATION:  
 COMMUNITY NUMBER: 120192  
 PANEL NUMBER: 12099C0987  
 FIRM DATE: 10-05-2017  
 FIRM EFFECT./REV DATE: 10-05-2017  
 FLOOD ZONE:"AE"  
 BASE FLOOD ELEVATION: 6.00' NAVD 1988  
 BENCH MARK INFORMATION:  
 Palm Beach County Benchmark: "M 310"  
 NAVD Elevation: 5.17'

SITE INFORMATION OBTAINED FROM SURVEY:  
 PREPARED BY: KENNETH J. OSBORNE  
 PROFESSIONAL SURVEYOR & MAPPER: #6415  
 STATE OF FLORIDA - LB #6415

REFER TO LANDSCAPE AND CIVIL DRAWINGS FOR LANDSCAPE, GRADING, PAVING, DRAINAGE INFORMATION AND SEWER CONNECTIONS.

**SITE REGULATIONS**

ZONING: RS-RESIDENTIAL SINGLE FAMILY  
 FUTURE LAND USE: SINGLE FAMILY

HORIZONTAL RESTRAINTS	MIN. REQUIRED	PROVIDED
FRONT SETBACK:	25'	24.8' MIN. EXISTING
L & R (SIDE) SETBACK:	12'	12.4' & 12.1' MIN. EXISTING
REAR SETBACK:	20'	20.1' MIN. EXISTING
POOL SETBACK (REAR/RIGHT SIDE):	10'	11.07' & 12.38' MIN.

VERTICAL RESTRAINTS	MAXIMUM	PROVIDED
MAX. NUMBER OF STORIES:	TWO	EXISTING TWO
MAX. HEIGHT:	35'	32'-37" EXISTING ROOF

**SCOPE OF WORK**

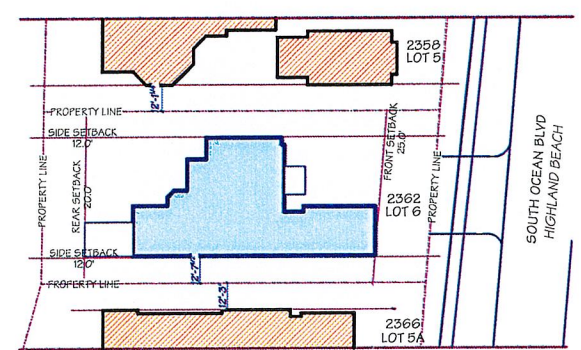
**SUMMARY**

THE SCOPE OF WORK CONSISTS OF THE ADDITION AND RENOVATION OF AN EXISTING 2 STORY HOME. THE LEVEL OF ALTERATION IS LEVEL 2 (INCLUDES THE ADDITION OR ELIMINATION OF ANY DOOR OR WINDOW, THE RECONFIGURATION OR EXTENSION OF ANY SYSTEM OR THE INSTALLATION OF ANY ADDITIONAL EQUIPMENT; AND SHALL APPLY WHERE THE WORK AREA IS EQUAL TO OR LESS THAN 50 PERCENT OF THE BUILDING AREA).

THE EXISTING FINISH FLOOR ELEVATION WILL REMAIN EXISTING (6.61' NAVD).

EXTERIOR IMPROVEMENTS INCLUDE NEW: DRIVEWAY (PAVERS ON SAND), POOL & SPA, POOL DECK, POOL EQUIPMENT & CONCRETE PAD, SYNTHETIC TURF THROUGHOUT LOT, SIDE PATHWAY (PAVERS ON SAND), MAIN ENTRANCE, EXTERIOR LIGHTING FIXTURES, WINDOWS & DOORS (PARTIAL), FACADE CLADDING & STUCCO/PAINT, BAHAMA SHUTTERS, MODERN RAILINGS, DECORATIVE ARCHITECTURAL FEATURES THROUGHOUT FACADE (MOLDINGS, BRACKETS), PRE-ENGINEERED ALUMINUM TRELLIS, CONCRETE PAD FOR FUTURE GAS GENERATOR, EXTERIOR SHOWER, CMU WALL FENCE, THE ADDITION OF NEW A/C AREA, ADDING A NEW CABANA & EXTENDING THE AREA OF THE MAIN ENTRANCE FOYER (TOTAL NEW A/C AREA 131.44 SF).

INTERIOR IMPROVEMENTS: WILL ALSO BE MADE, BUT ARE NOT PART OF THIS PRESENTATION.



03 SP-01 SKETCH OF ADJACENT STRUCTURES SCALE: 1" = 40'

**TWO STORY HOME ADDITION AND RENOVATION PROJECT**

CURRENT USE OF PROPERTY:  
 EXISTING RESIDENTIAL  
 EXISTING ZONING: RS RESIDENTIAL SINGLE FAMILY

**ADDRESS:**  
 2362 S. OCEAN BLVD HIGHLAND BEACH FL. 33487 US

**LEGAL DESCRIPTION:**

LOT 5 AND PLAT NO. 1, CAMELOT ON THE ATLANTIC, ACCORDING TO THE MAP OR PLAN THEREOF AS RECORDED IN PLAT BOOK 39, PAGE 160, PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA, TOGETHER WITH A PORTION OF TRACTS A-2 AND B-2 OF SAID PLAT, MORE PARTICULARLY DESCRIBED AS FOLLOWS: BEGIN AT THE NORTHEAST CORNER OF SAID LOT; THENCE NORTH 89°33'00" EAST, ALONG THE EASTERLY PROJECTION OF THE NORTH BOUNDARY OF SAID LOT, 87.49 FEET TO A POINT ON THE EAST BOUNDARY OF PLAT; THENCE SOUTH 04°01'00" WEST, ALONG SAID EAST BOUNDARY, 80.24 FEET TO THE SOUTHEAST CORNER OF SAID PLAT; THENCE NORTH 27°43'24" WEST, ALONG THE EASTERLY BOUNDARY OF SAID LOT, 30.00 FEET TO A POINT ON THE ARC OF A RADIALLY TANGENT CURVE; THENCE NORTHWESTERLY, ALONG SAID EAST BOUNDARY AND ALONG THE ARC OF SAID CURVE BEING CONVEX TO THE NORTHEAST, HAVING A RADIUS OF 40.00 FEET, A DELTA OF 117°16'24", AND AN ARC DISTANCE OF 81.87 FEET TO THE POINT OF BEGINNING OF THE PUBLIC RECORDS OF PALM BEACH COUNTY, FLORIDA.

**ELEVATIONS LISTED HERE ARE FROM THE ARCHITECTURAL PROJECT FOR EXTERIOR ELEVATIONS (DRAINAGE) FOLLOW THOSE FROM CIVIL ENGINEERS' PLANS.**

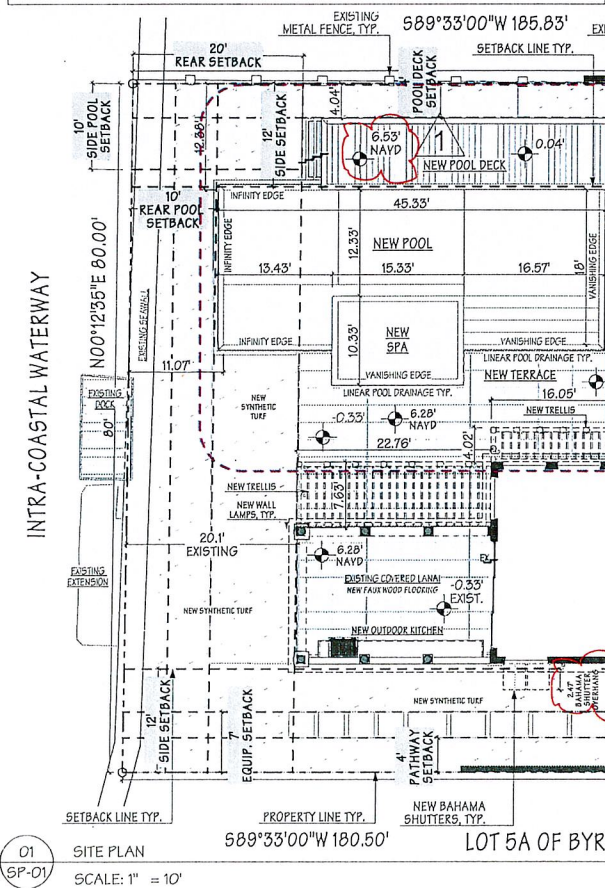
**EXISTING PROJECT ZERO (T.O.S.) = 6.485'**  
**EXISTING F.F. EL = 6.485 T.O.S. + 0.125' F.F. = 6.61' NAVD**

(MINIMUM DESIGN ELEVATION: BFE 6.0 + 1' FBC FREEBOARD = 7' NAVD)

**SITE GRADING**

1. GRADING SHALL BE ACCOMPLISHED IN ACCORDANCE WITH CHAPTER 33 OF THE FLORIDA BUILDING CODE. ALL EXCAVATED MATERIAL RESULTING FROM GRADING SHALL BE REMOVED FROM THE SITE BY THE CONTRACTOR EXCEPT SOIL TO BE STOCKPILED FOR REDISTRIBUTION ON SITE AS DIRECTED.

2. LIMIT SITE GRADING TO THE BUILDING PAD AND SURROUNDING BUILDING ENVELOPE. ALL AC PAVING AND CONCRETE SHALL SLOPE AWAY FROM THE BUILDING TO PROVIDE POSITIVE DRAINAGE AWAY FROM THE BUILDING AT A MIN. SLOPE OF 1/8" PER FOOT FOR CONCRETE AND AC AND 1/4" PER FOOT FOR NATURAL SOILS.



01 SP-01 SITE PLAN SCALE: 1" = 10'



PERVIOUS & IMPERVIOUS FOR 2362 S. OCEAN BLVD HIGHLAND BEACH FL. 33487 US

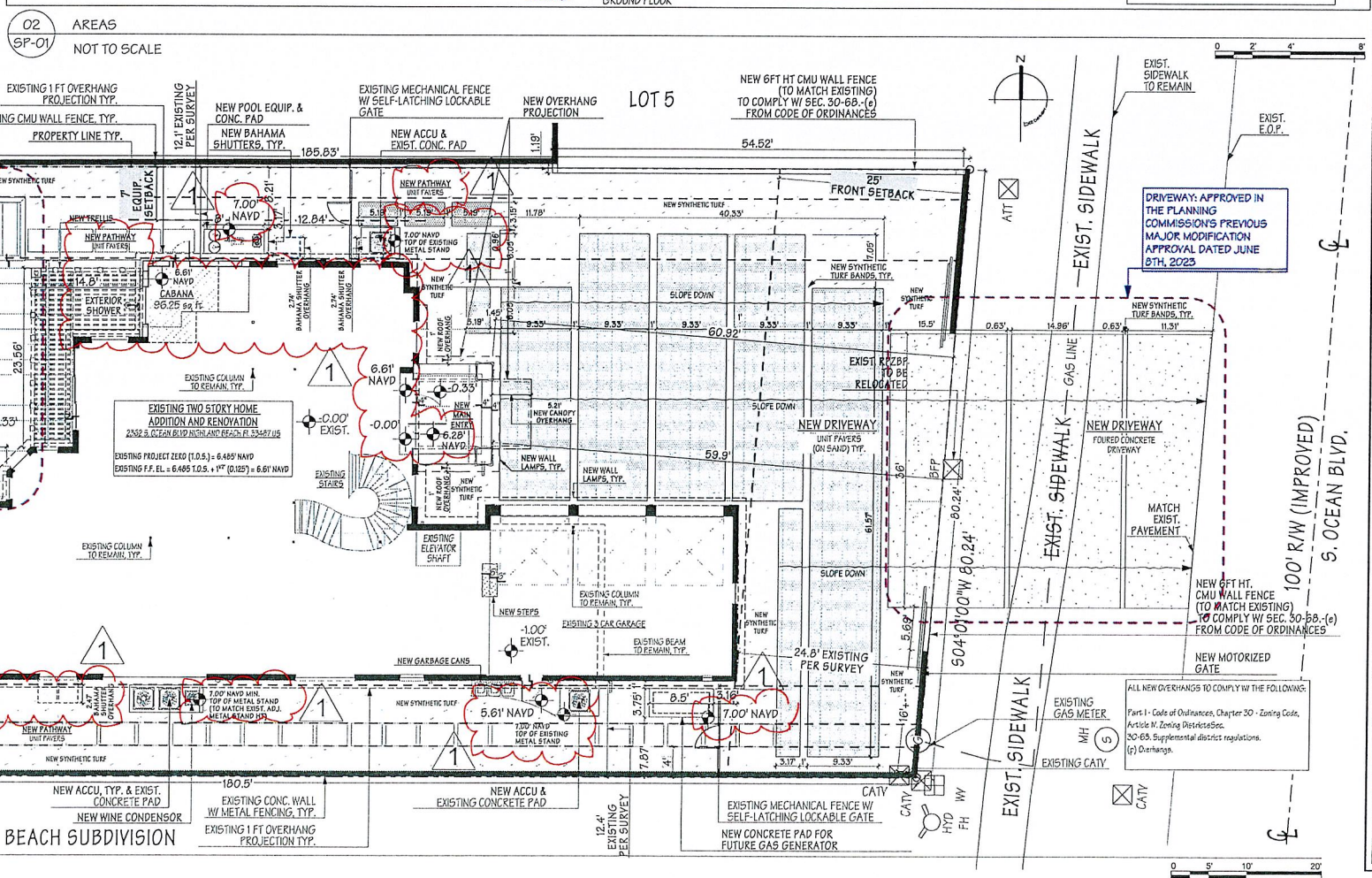
	IMPERVIOUS sq ft	PERVIOUS sq ft
FOOT PRINT	4,517	
DRIVEWAY & PATHWAY	2,712.5	
POOL & SPA	919	
POOL DECK	1,309	
SLAB EQUIPMENT	167.56	
LANDSCAPE		5,026.96
TOTAL	9,625.06	5,026.96
%	66%	34%
TOTAL LOT	14,652.02	

**REFERENCE**

- FOOT PRINT
- DRIVEWAY & PATHWAY
- POOL & SPA
- POOL DECK
- EQUIPMENT SLABS
- LANDSCAPE

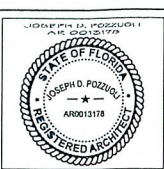
**SITE PLAN WALL LEGEND**

- EXISTING CMU WALL
- NEW CMU WALL



02 SP-01 AREAS NOT TO SCALE

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DATE	BY	ISSUE COMMENT
12/14/2023	AK	PERMITS PLAN REVIEW
01/17/2024	AK	PERMITS PLAN REVIEW

DATE	APPROVAL
01/07/2024	
01/07/2024	
01/14/2024	
01/14/2024	
01/14/2024	
01/14/2024	
01/14/2024	
01/14/2024	

**WILLENS' RESIDENCE**  
 TWO STORY HOME ADDITION AND RENOVATION  
 2362 S. OCEAN BLVD HIGHLAND BEACH FL. 33487 US

150 E Boca Raton Pk.  
 Boca Raton, Florida 33432  
 Phone: 561 362 6408  
 Web: BE-DESIGN.NET



JOB #: 230719.049.WIL  
 DRAWING EDITION: 230719.WIL-TW-01  
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 SITE PLAN

SP-01  
 Page 73

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SITE PLAN AREAS	

SP-02

NEW PROPOSED AREAS FOR:  
2362 S. OCEAN BLVD HIGHLAND BEACH FL. 33487 US

	EXISTING sq ft	NEW AREA sq ft	PARTIAL sq ft	TOTAL sq ft
A/C 1ST FLOOR	3,138.13	131.44	3,269.57	6,639.79 (A/C)
A/C 2ND FLOOR	3,370.22	-	3,370.22	
GARAGE	760.88	-	760.88	760.88
COVERED 1ST FLOOR	437.39	48.96	486.35	486.35
COVERED 2ND FLOOR	216.71	-	216.71	216.71
POOL & SPA		919	919	944
<b>GRAND TOTAL</b>				<b>9,047.73</b>

NEW PROPOSED 2ND FLOOR

NEW PROPOSED 1ST FLOOR

REFERENCE	Color/Pattern
EXISTING A/C	Red
NEW A/C	Light Orange
EXISTING GARAGE	Diagonal Hatching
EXISTING COVERED	Grid Pattern
NEW COVERED	Blue Grid Pattern
NEW POOL & SPA	Blue Hatching

AREAS FOR 2362 S. OCEAN BLVD HIGHLAND BEACH FL. 33487 US

	EXISTING sq ft	NEW AREA sq ft	PARTIAL sq ft	TOTAL sq ft
A/C 1ST FLOOR	3,086.74	351.52	3,438.26	7,992.89 (A/C)
A/C 2ND FLOOR	2,830.00	1,724.63	4,554.63	
GARAGE		1,197.41	1,197.41	1,197.41
COVERED 1ST FLOOR	362.65	487.20	849.85	849.85
COVERED 2ND FLOOR	186.37	265.26	451.63	451.63
POOL & WATER FEATURE		1,232.50	1,232.50	1,232.50
<b>GRAND TOTAL</b>				<b>11,729.28</b>

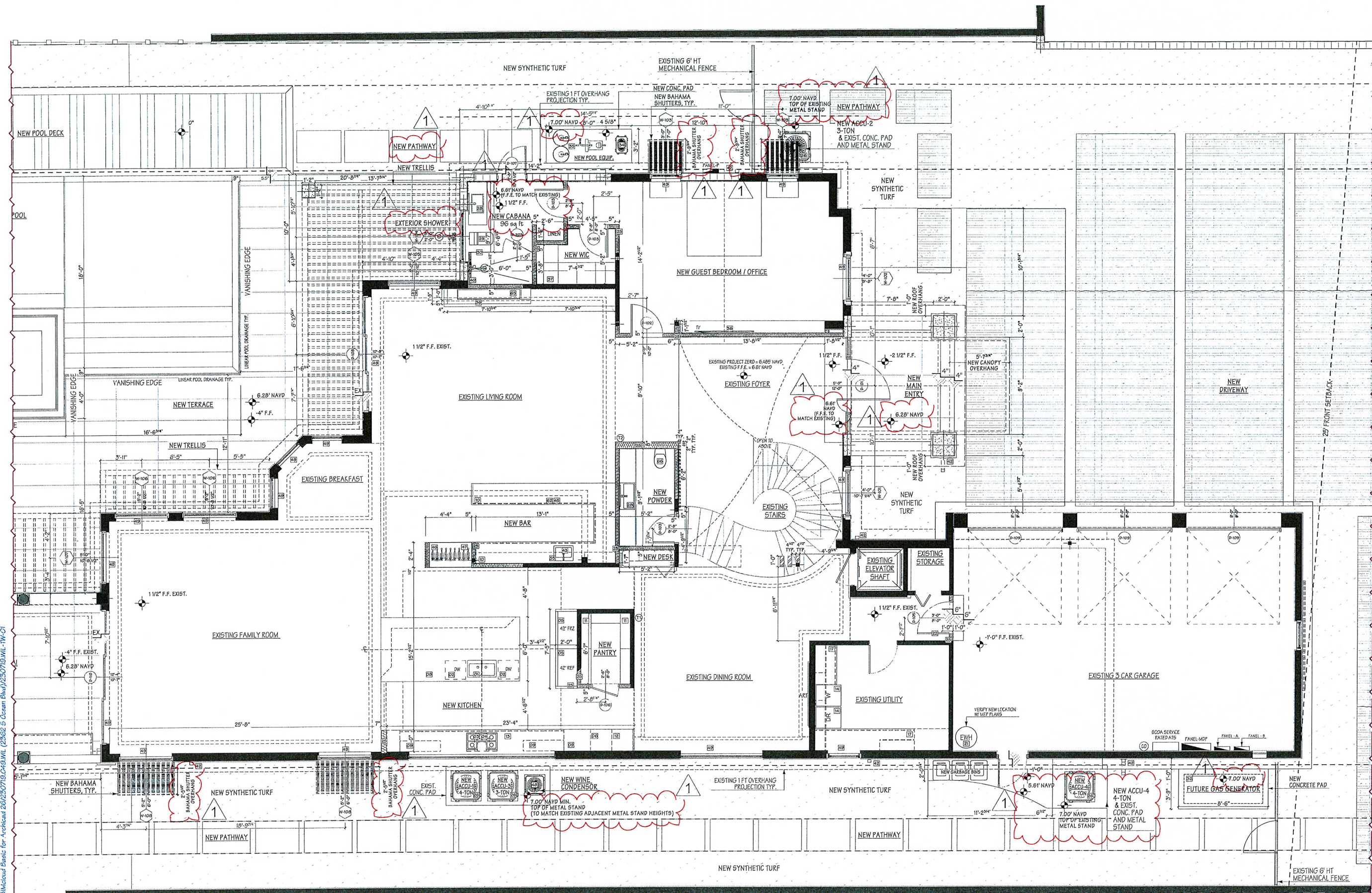
2ND FLOOR

1ST FLOOR

REFERENCE	Color/Pattern
EXISTING A/C	Red
NEW A/C	Light Orange
NEW GARAGE	Diagonal Hatching
EXISTING COVERED	Grid Pattern
NEW COVERED	Blue Grid Pattern
NEW POOL & WATER FEATURE	Blue Hatching

APPROVED MAJOR MODIFICATION-DEVELOPMENT  
ORDER 23-0002 DATED JUNE 8, 2023  
SP-01 SITE PLAN, AREAS

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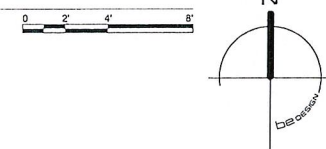


1 FIRST FLOOR  
A-02 SCALE: 1/4" = 1'-0"

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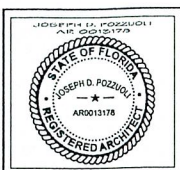
HIGHLAND BEACH  
BUILDING DEPARTMENT



**WALL LEGEND**

	EXISTING CMU WALL		NEW CMU WALL W/ STONE FINISH
	EXISTING INT. PARTITION		NEW CMU WALL D-03 / A-10
	NEW CMU WALL		NEW INTERIOR PARTITION W/ SOUND INSULATION D-01 / A-10
	NEW INTERIOR PARTITION W/ SOUND INSULATION		NEW MASONRY FENCE WALL D-20 / A-10

	NEW CMU WALL W/ STONE FINISH
	NEW STEEL STRUCTURE W/ FINISH



Joseph D. Pozzoli  
Registered Architect  
State of Florida  
No. AR0013178

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ISSUE / COMMENT	BY	DATE	APPROVAL
PREPARED FOR PERMIT	▲	07/17/2023	
PREPARED FOR PERMIT	▲	07/17/2023	

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FOR PERMIT REVIEW	06/03/2023	07/17/2023
FOR THE PERMIT	05/07/2023	11/14/2023
FOR THE SUBMITTAL	11/14/2023	11/14/2023
FOR THE PERMIT DEVELOPER	11/14/2023	11/14/2023
FOR THE CONSTRUCTION PERMIT	11/14/2023	11/14/2023

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**WILLENS' RESIDENCE**  
TWO STORY HOME ADDITION  
AND RENOVATION  
2562 S. OCEAN BLVD HIGHLAND BEACH  
FL 33487 US

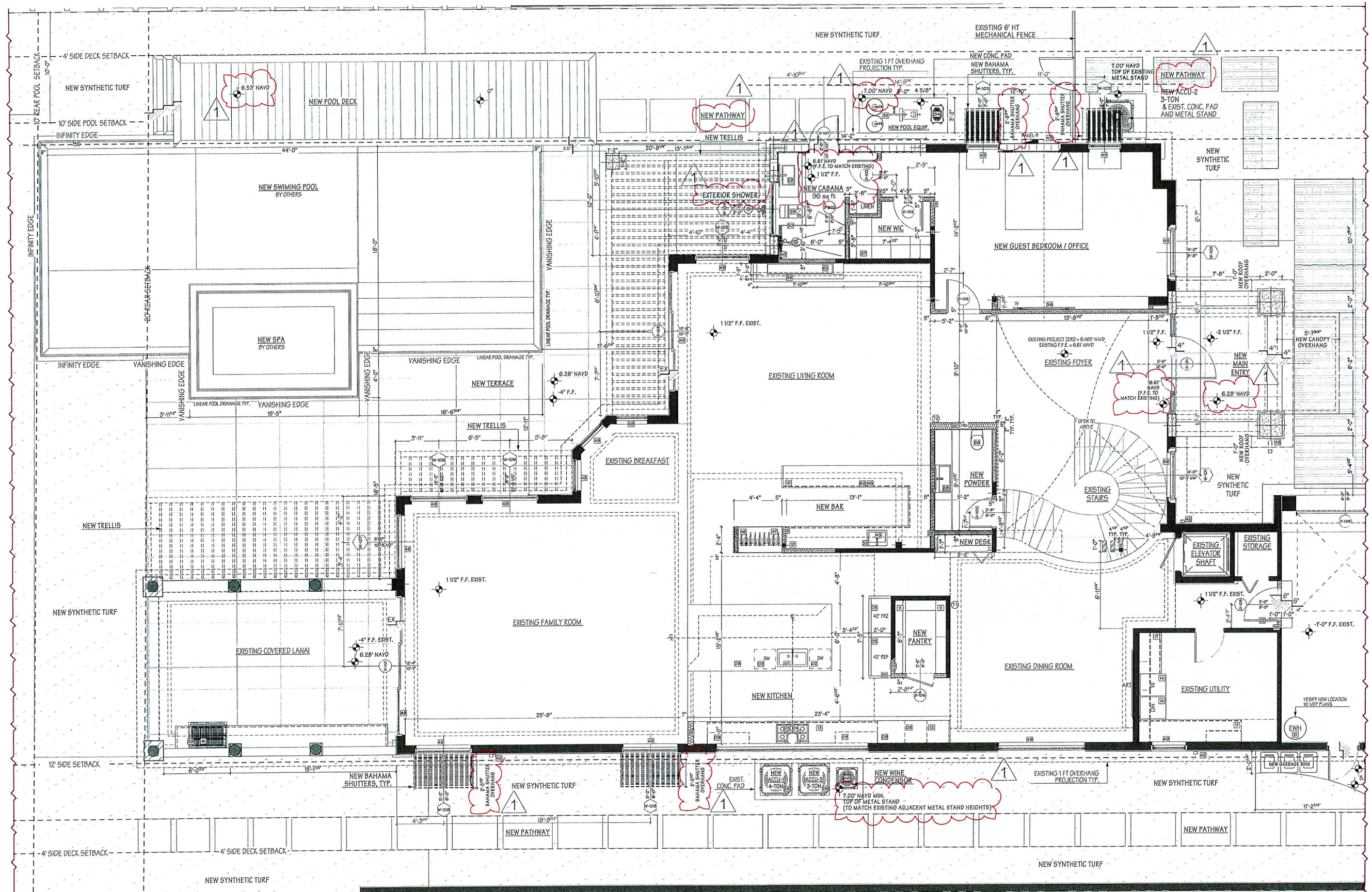
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DRAWING EDITOR: 230719.WIL-TW-01  
PRINTING DATE: 2/6/2024  
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FIRST FLOOR - A

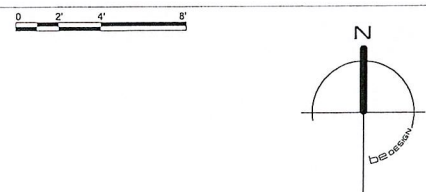
A-02

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1 FIRST FLOOR  
A-02.1 SCALE: 1/4" = 1'-0"

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BUILDING DEPARTMENT



WALL LEGEND	
	EXISTING CMU WALL
	EXISTING INT. PARTITION
	NEW CMU WALL
	NEW INTERIOR PARTITION W/ SOUND INSULATION
	NEW MASONRY FENCE WALL
	NEW CMU WALL W/ STONE FINISH
	NEW STEEL STRUCTURE W/ FINISH



Joseph D. Pozzuoli  
Professional Engineer  
No. 400613178



DATE	ISSUE / COMMENT
03/07/2024	ISSUE 1: PRELIMINARY REVIEW
03/07/2024	ISSUE 2: PRELIMINARY REVIEW
03/07/2024	ISSUE 3: PRELIMINARY REVIEW
03/07/2024	ISSUE 4: PRELIMINARY REVIEW
03/07/2024	ISSUE 5: PRELIMINARY REVIEW
03/07/2024	ISSUE 6: PRELIMINARY REVIEW
03/07/2024	ISSUE 7: PRELIMINARY REVIEW
03/07/2024	ISSUE 8: PRELIMINARY REVIEW
03/07/2024	ISSUE 9: PRELIMINARY REVIEW
03/07/2024	ISSUE 10: PRELIMINARY REVIEW

**WILLENS' RESIDENCE**  
TWO STORY HOME ADDITION  
AND RENOVATION  
2362 S. OCEAN BLVD HIGHLAND BEACH  
FL 33487 US

150 E Boca Raton Pl.  
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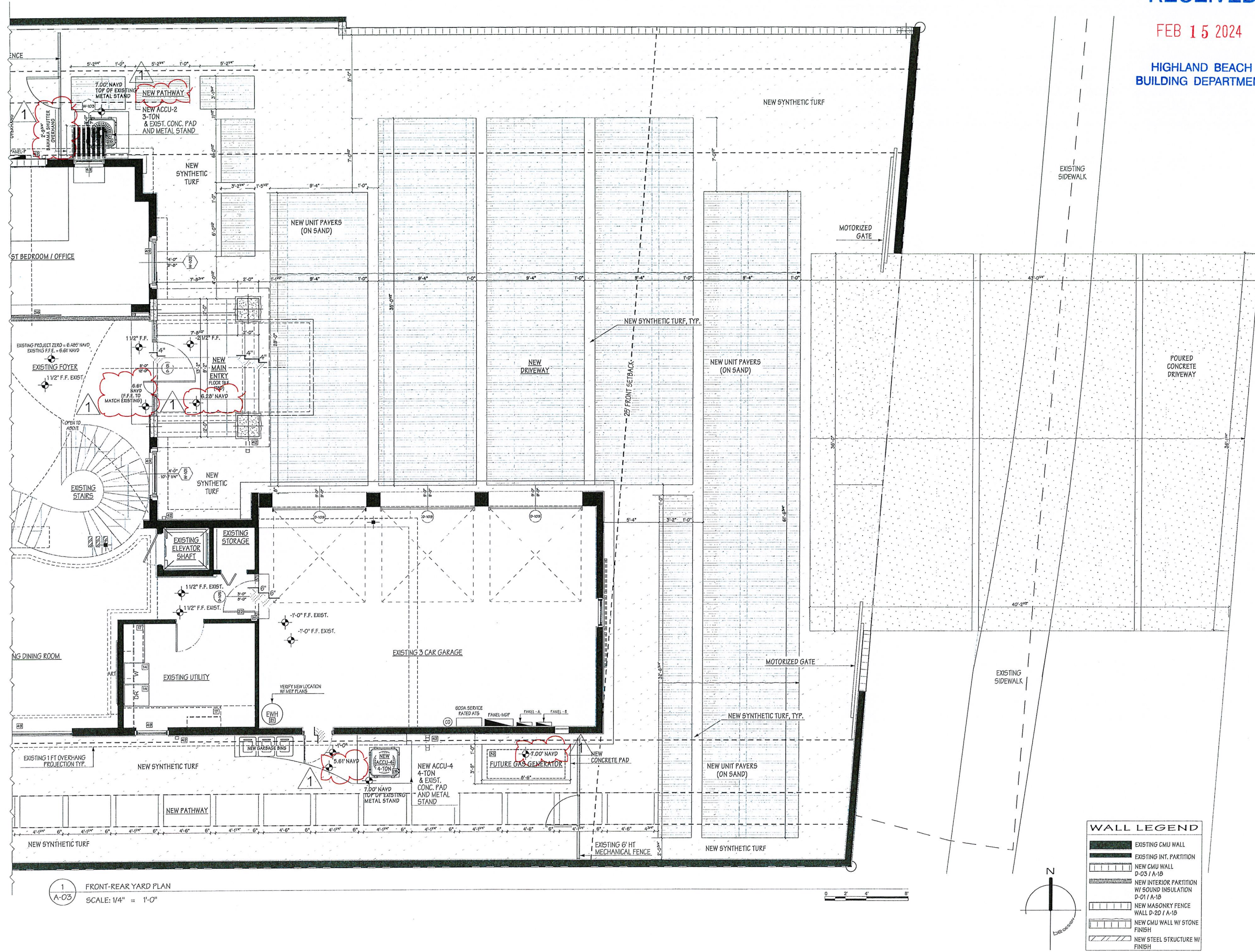
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HIGHLAND BEACH BUILDING DEPARTMENT



Joseph D. Pozzoli  
 Registered Professional Engineer  
 State of Florida  
 License No. AR0013178



ISSUE / COMMENT	BY	DATE
PREPARE PLAN SET	JA	07/17/2023
REVISION	JA	07/17/2023

DATE	APPROVAL
06/01/2023	
07/07/2023	
11/14/2023	
11/16/2023	
12/07/2023	

**WILLENS' RESIDENCE**  
 TWO STORY HOME ADDITION  
 AND RENOVATION  
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FRONT AND REAR YARD - A	

**A-03**

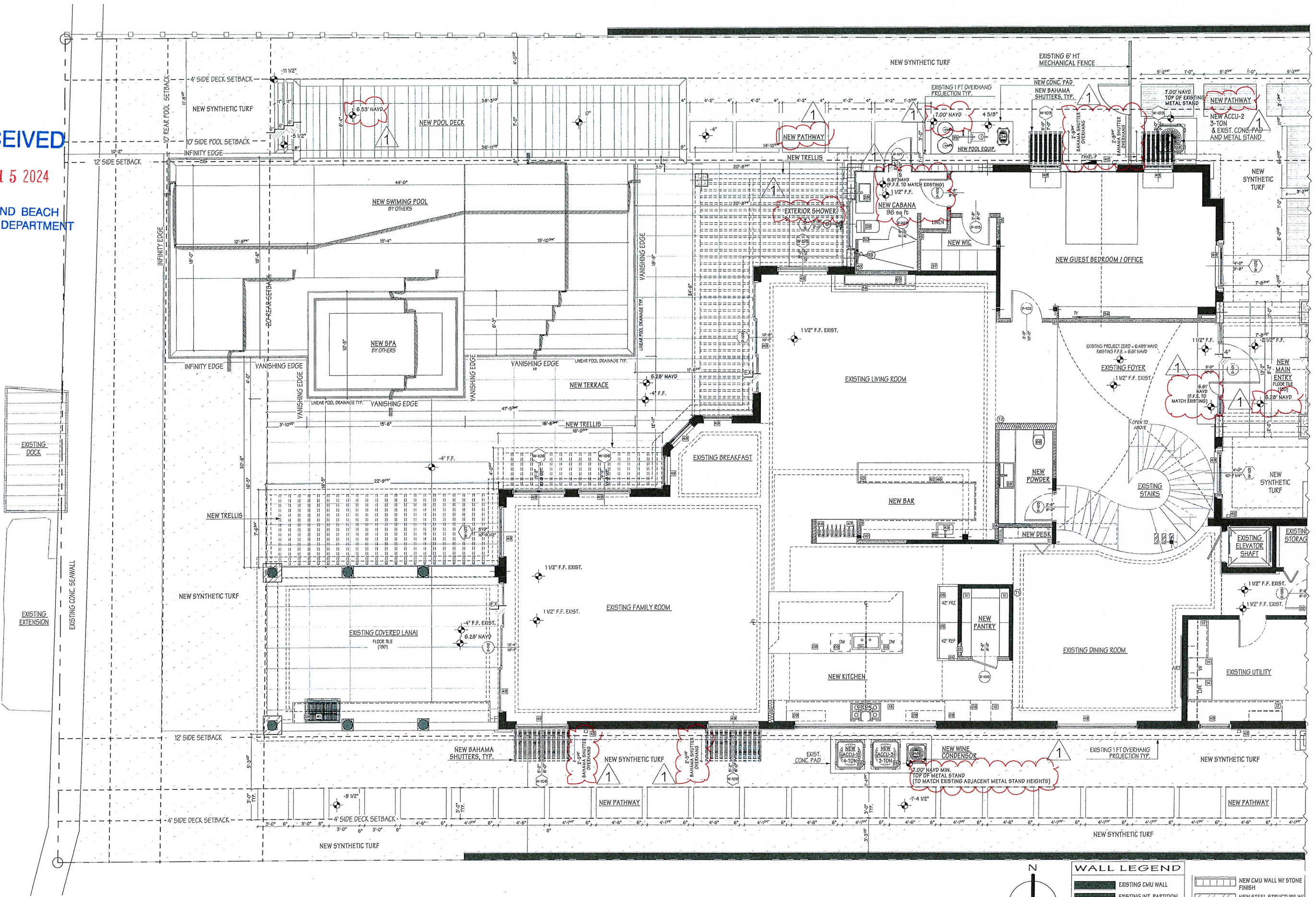
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1 FRONT-REAR YARD PLAN  
 A-03.1 SCALE: 1/4" = 1'-0"



**WALL LEGEND**

[Symbol]	EXISTING CMU WALL	[Symbol]	NEW CMU WALL W/ STONE FINISH
[Symbol]	EXISTING INT. PARTITION	[Symbol]	NEW CMU WALL P-03 / A-10
[Symbol]	NEW CMU WALL P-03 / A-10	[Symbol]	NEW INTERIOR PARTITION W/ SOUND INSULATION P-01 / A-10
[Symbol]	NEW INTERIOR PARTITION W/ SOUND INSULATION P-01 / A-10	[Symbol]	NEW MASONRY FENCE WALL P-20 / A-10
[Symbol]	NEW MASONRY FENCE WALL P-20 / A-10	[Symbol]	NEW STEEL STRUCTURE W/ FINISH



Joseph D. Pozzuoli  
 Registered Professional Engineer  
 State of Florida License No. AR0013178  
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REVISION PLAN ENTRY	JDP	2/17/2024	
DATE	APPROVAL	DATE	APPROVAL
02/07/2024		02/07/2024	
02/07/2024		02/07/2024	
02/07/2024		02/07/2024	
02/07/2024		02/07/2024	

**WILLENS' RESIDENCE**  
 TWO STORY HOME ADDITION  
 AND RENOVATION  
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 FRONT AND REAR YARD - B

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FOR PRELIMINARY DESIGN	12/07/2023				12/07/2023

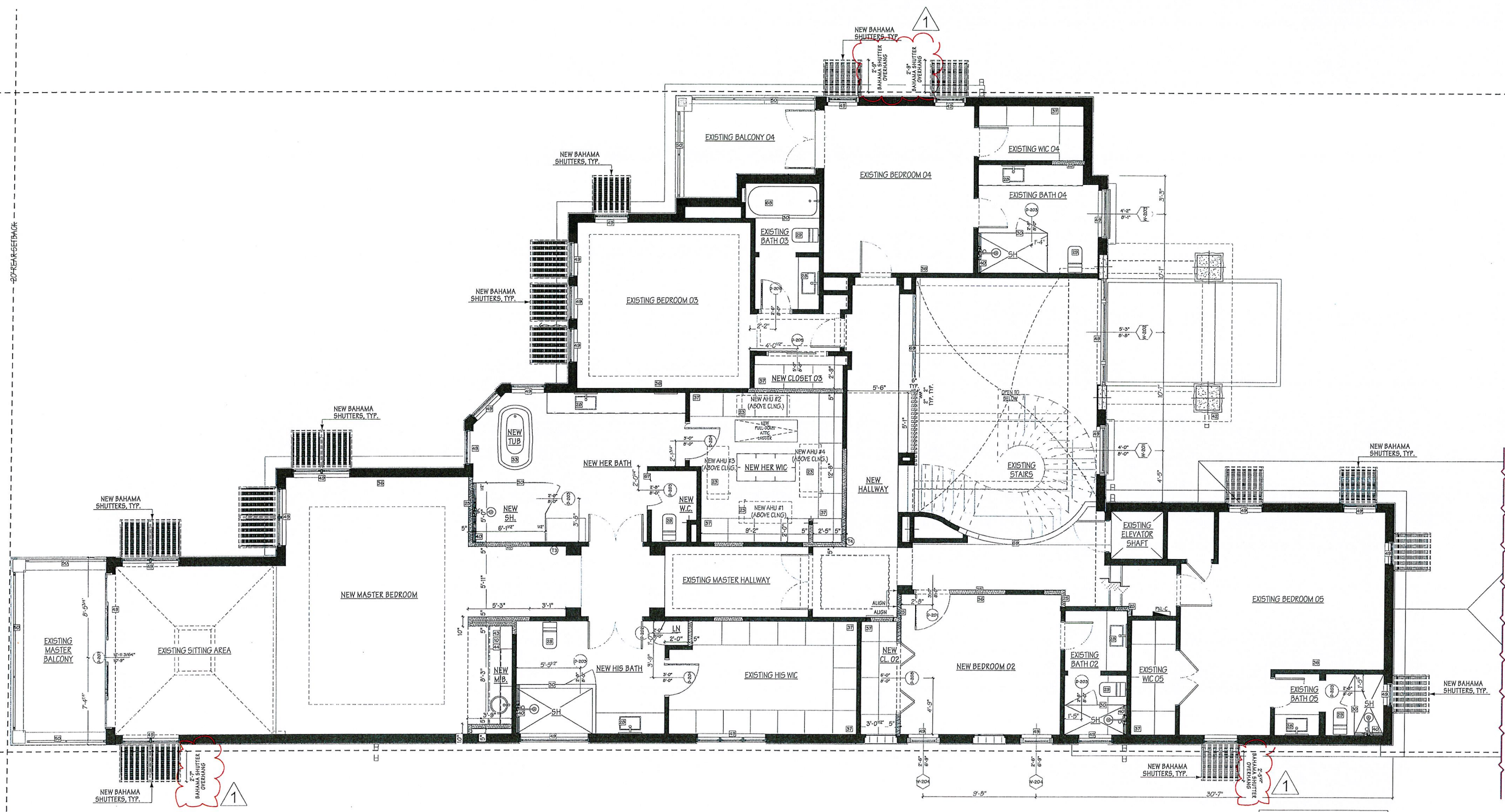
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SECOND FLOOR	

A-04



1 SECOND FLOOR PLAN  
 A-04 SCALE: 1/4" = 1'-0"

**WALL LEGEND**

	EXISTING CMU WALL
	EXISTING INT. PARTITION
	NEW CMU WALL D-05 / A-1b
	NEW INTERIOR PARTITION W/ SOUND INSULATION D-01 / A-1b
	NEW MASONRY FENCE WALL D-20 / A-1b
	NEW CMU WALL W/ STONE FINISH
	NEW STEEL STRUCTURE W/ FINISH

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email=jpozzuol@da.com,  
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16:45:50-0500

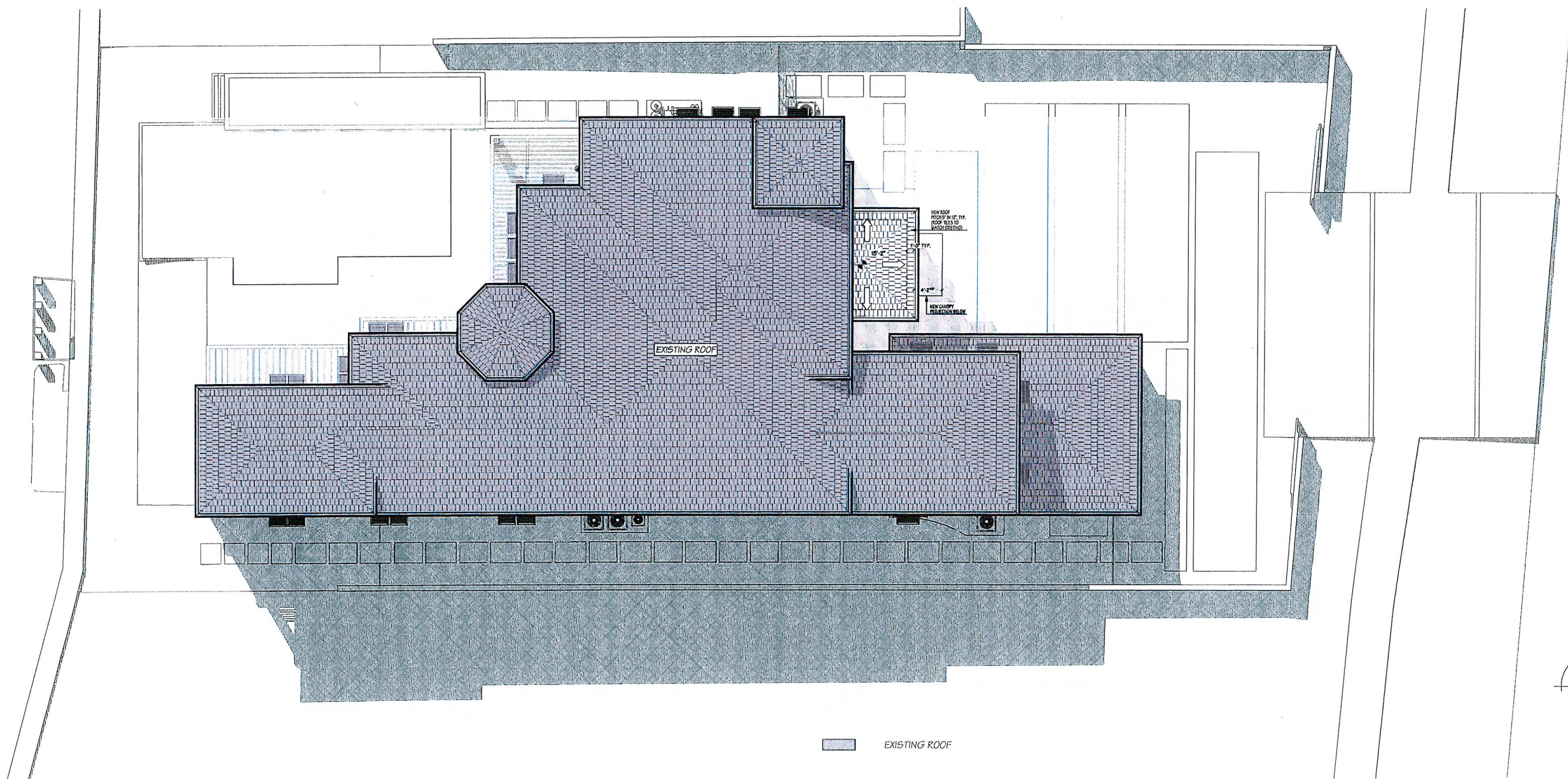
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A-05 EXISTING ROOF PLAN  
SCALE: 1/8" = 1'-0"

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ROOF PLAN	

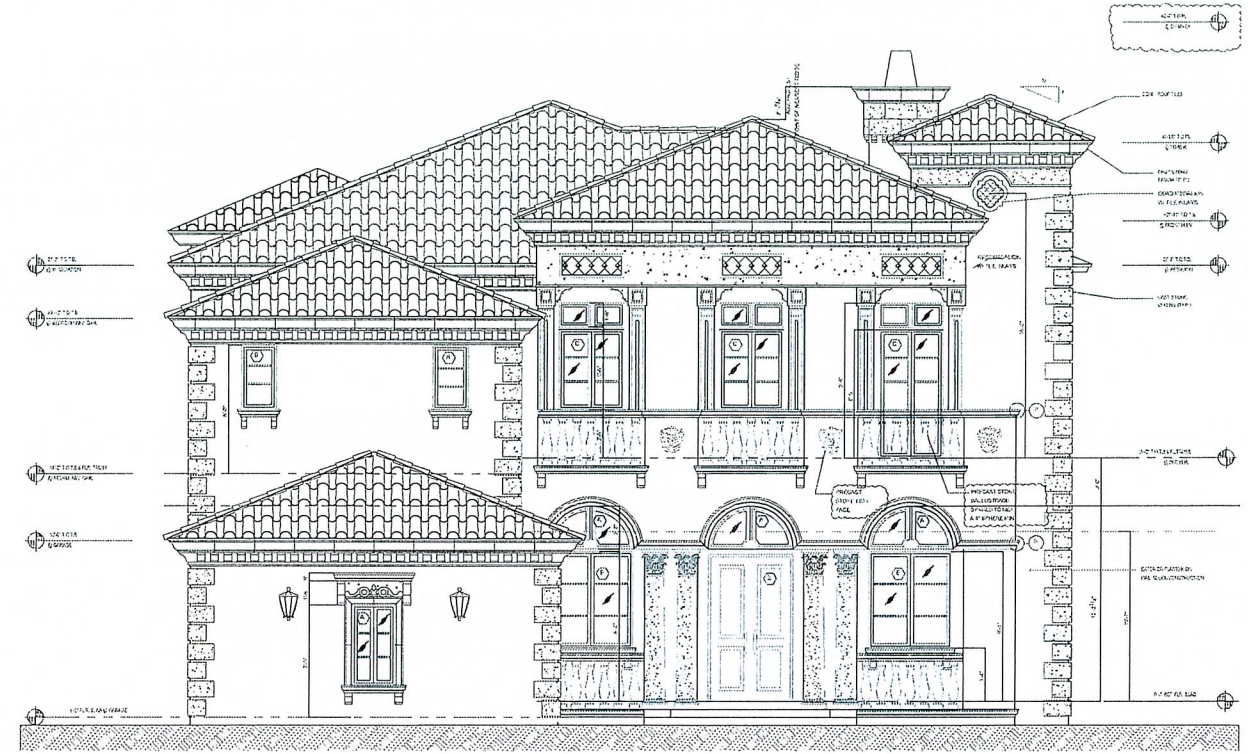
A-05



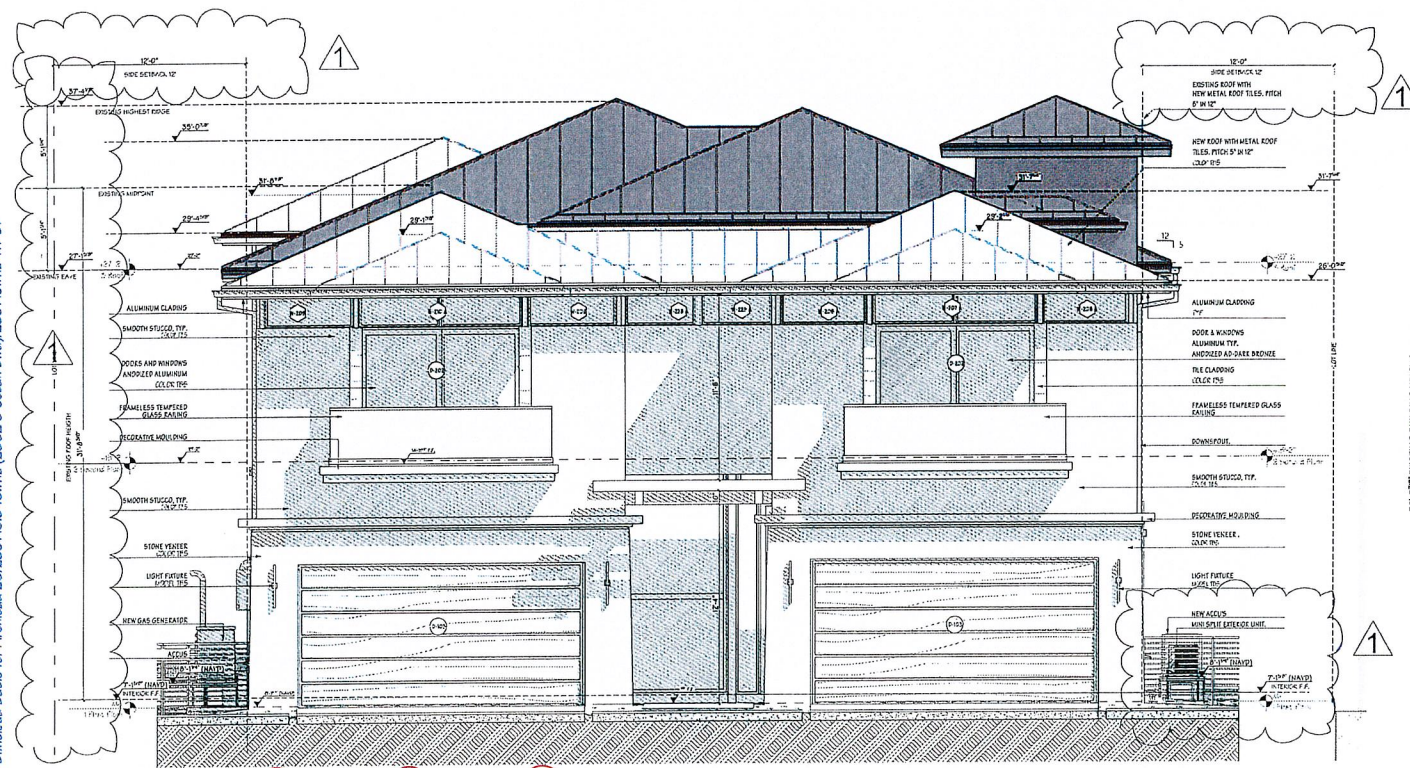
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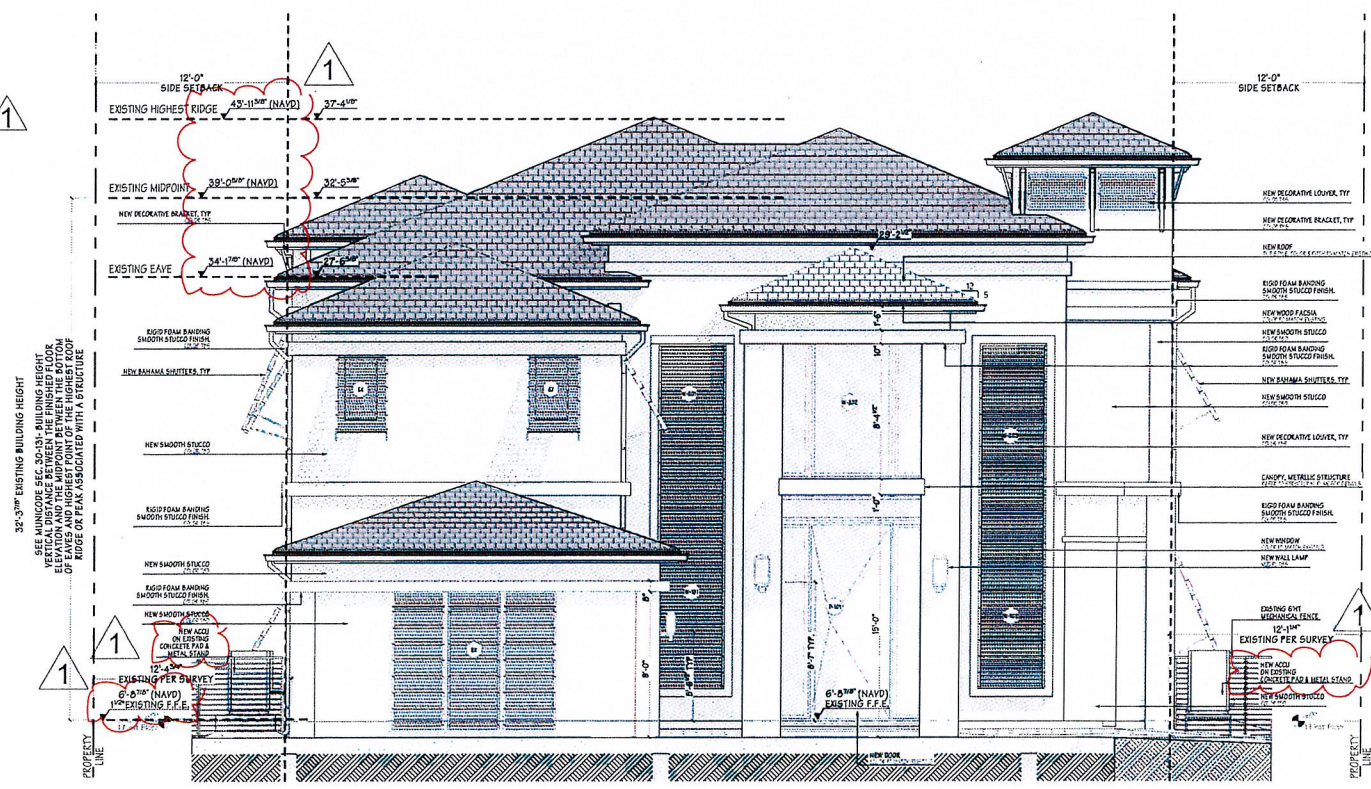
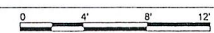
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1 EXISTING FRONT ELEVATION (EAST)  
E-01 SCALE: 3/16" = 1'-0"



2 APPROVED MAJOR MODIFICATION-DEVELOPMENT ORDER 23-0002 DATED JUNE 8, 2023 - FRONT ELEVATION (EAST)  
E-01 SCALE: 3/16" = 1'-0"



3 NEW FRONT ELEVATION (EAST)  
E-01 SCALE: 3/16" = 1'-0"



EXISTING ROOF



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PRELIMINARY SET	JA	12/17/2023	

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 FRONT ELEVATION (EAST)

E-01

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FRONT ELEVATION (EAST)	

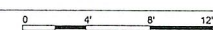
E-01.1



1 APPROVED MAJOR MODIFICATION-DEVELOPMENT ORDER 23-0002 DATED JUNE 8, 2023 - FRONT COLOR ELEVATION (EAST)  
 SCALE: 3/16" = 1'-0"



2 NEW FRONT COLOR ELEVATION (EAST)  
 SCALE: 3/16" = 1'-0"



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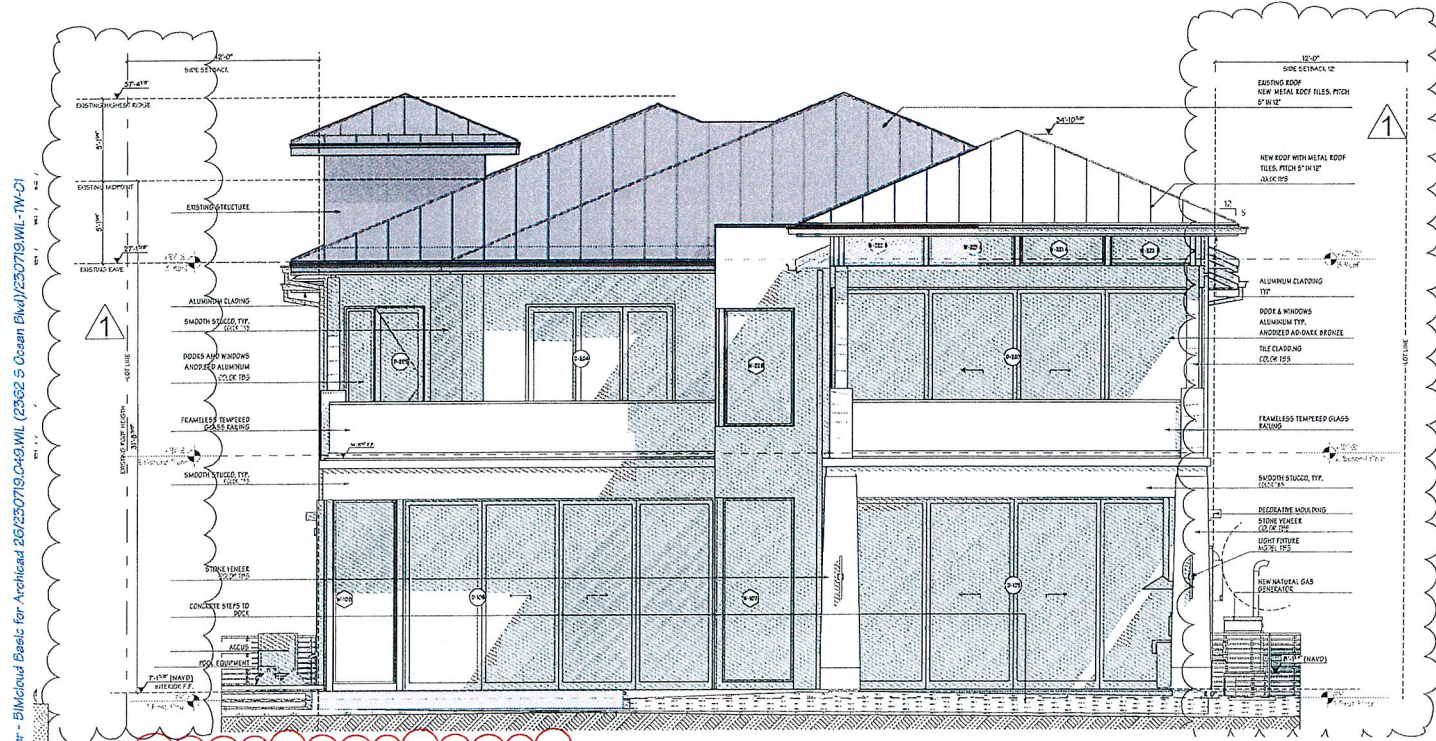
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1 EXISTING REAR ELEVATION (WEST)  
SCALE: 3/16" = 1'-0"

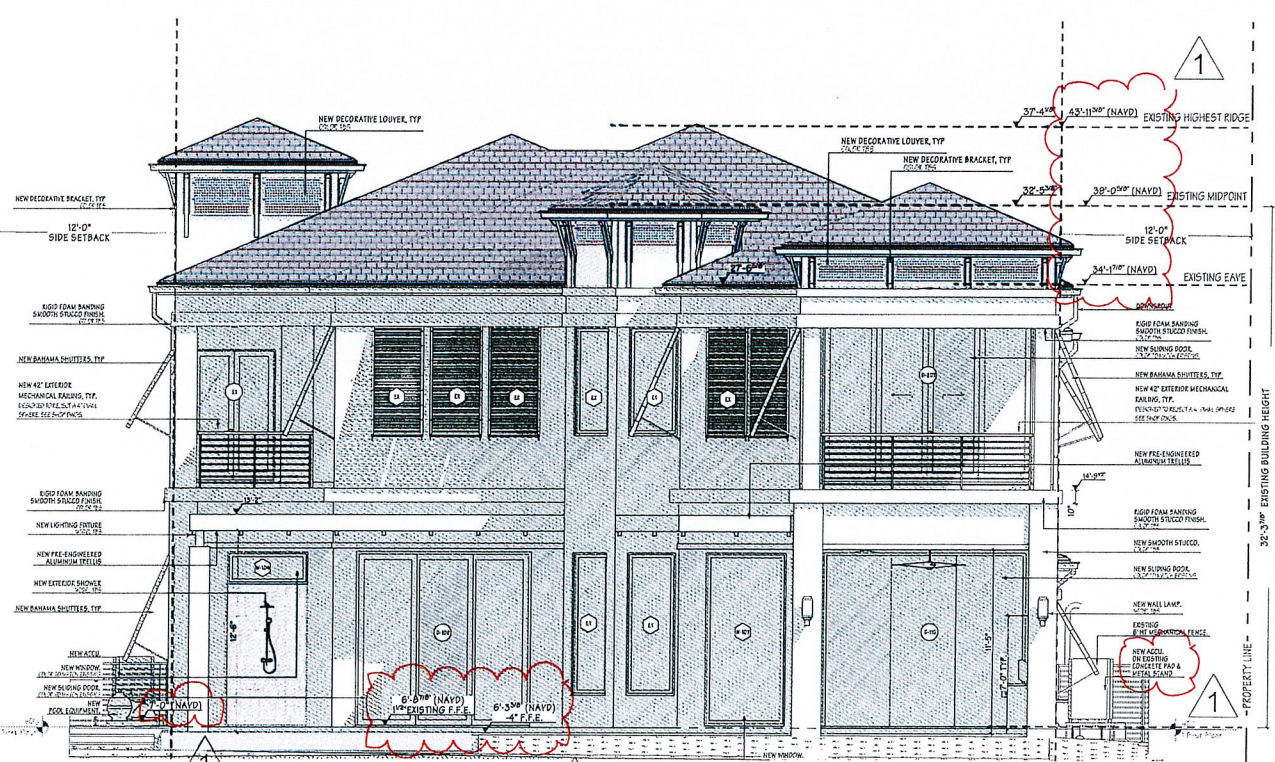


2 APPROVED MAJOR MODIFICATION-DEVELOPMENT ORDER 23-0002 DATED JUNE 8, 2023 - REAR ELEVATION (WEST)  
SCALE: 3/16" = 1'-0"

E-02

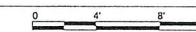
3 NEW REAR ELEVATION (WEST)  
SCALE: 3/16" = 1'-0"

E-02



3 NEW REAR ELEVATION (WEST)  
SCALE: 3/16" = 1'-0"

E-02



EXISTING ROOF

**WILLENS' RESIDENCE**  
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REAR ELEVATION (WEST)

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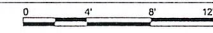


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1 APPROVED MAJOR MODIFICATION-DEVELOPMENT ORDER 23-0002 DATED JUNE 8, 2023 - REAR COLOR ELEVATION (WEST)  
SCALE: 3/16" = 1'-0"

2 NEW REAR COLOR ELEVATION (WEST)  
SCALE: 3/16" = 1'-0"



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**WILLENS' RESIDENCE**  
TWO STORY HOME ADDITION  
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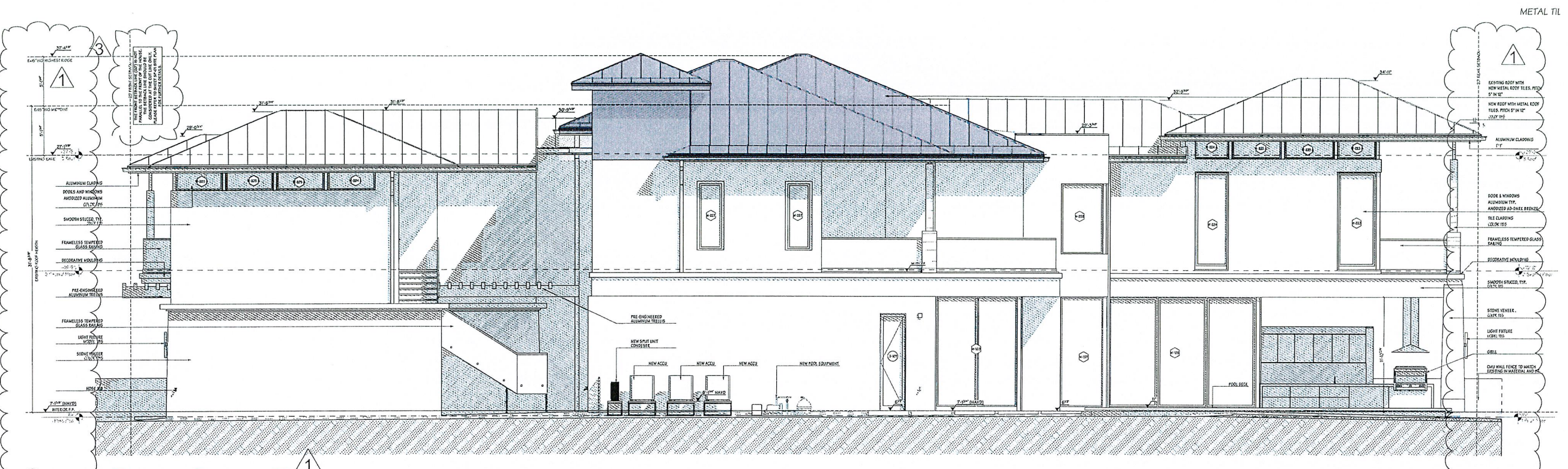
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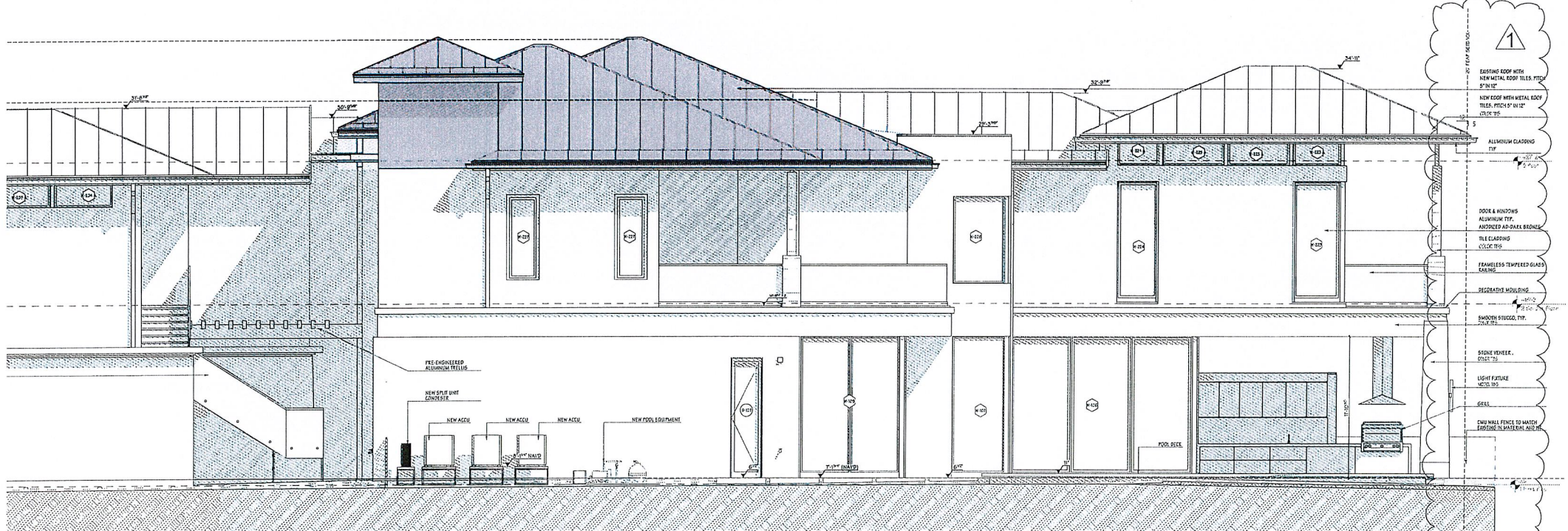
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REAR ELEVATION (WEST)

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1 APPROVED MAJOR MODIFICATION-DEVELOPMENT ORDER 23-0002 DATED JUNE 8, 2023 - RIGHT SIDE VIEW (NORTH)  
SCALE: 3/16" = 1'-0"



2 EXISTING RIGHT SIDE VIEW (NORTH)  
SCALE: 3/16" = 1'-0"

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RIGHT SIDE ELEVATION (NORTH)

E-03  
Page 85

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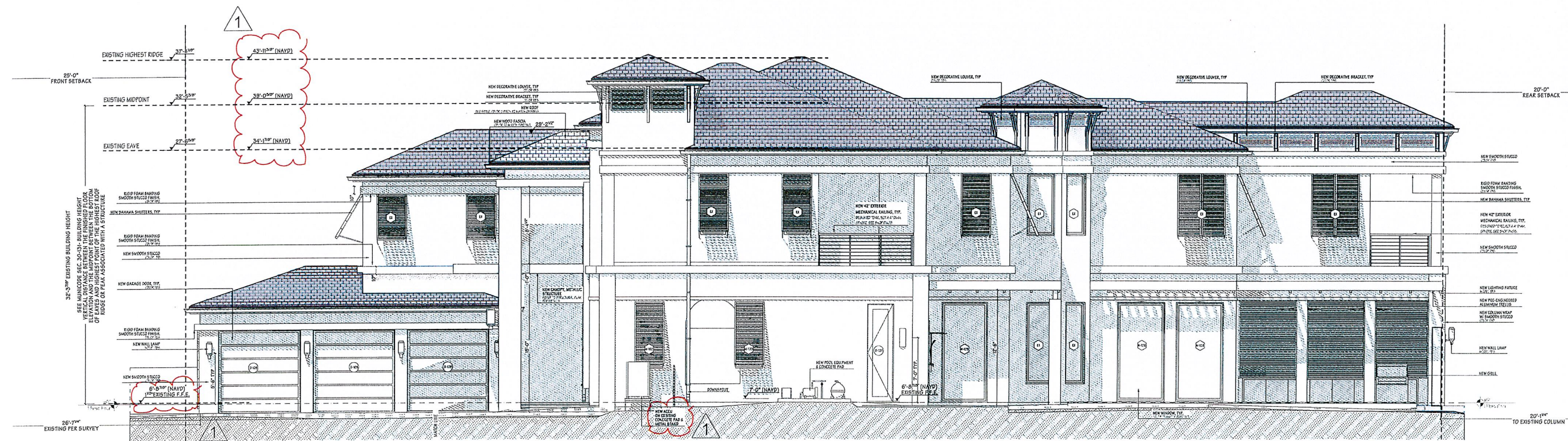
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 RIGHT SIDE ELEVATION (NORTH)

**E-03.1**



1 NEW RIGHT SIDE ELEVATION (NORTH)  
 SCALE: 3/16" = 1'-0"



EXISTING ROOF

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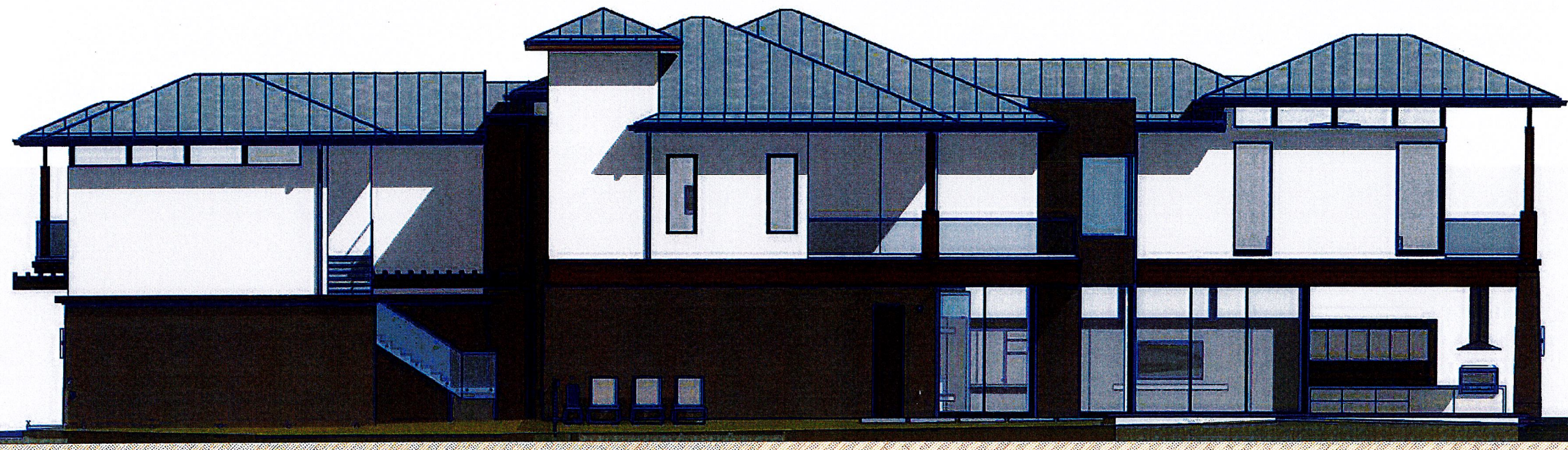
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2 NEW RIGHT SIDE COLOR ELEVATION (NORTH)  
E-03.2 SCALE: 3/16" = 1'-0"



1 APPROVED MAJOR MODIFICATION-DEVELOPMENT ORDER 23-0002 DATED JUNE 8, 2023 - RIGHT SIDE COLOR ELEVATION (NORTH)  
E-03.2 SCALE: 3/16" = 1'-0"



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Professional Architect  
180813178

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FOR PRELIMINARY CONSTRUCTION PERMITS		1/11/2023		

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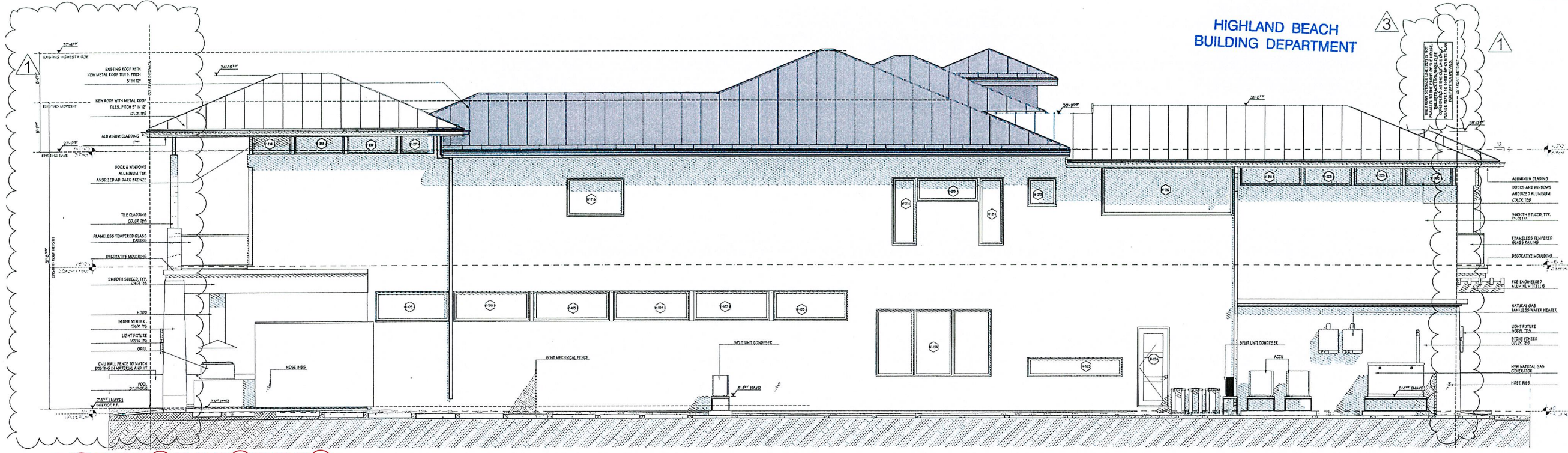
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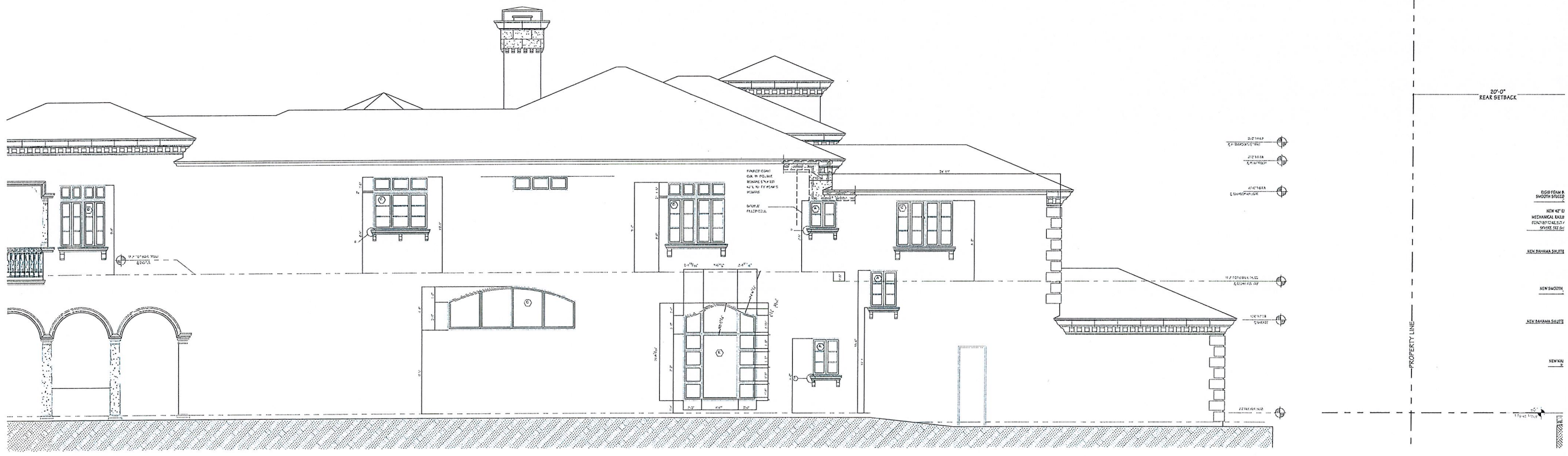
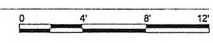
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EXISTING ROOF WITH NEW  
METAL TILES FINISH



2  
E-04 APPROVED MAJOR MODIFICATION-DEVELOPMENT ORDER 23-0002 DATED JUNE 8, 2023 - RIGHT SIDE ELEVATION (SOUTH)  
SCALE: 3/16" = 1'-0"



1  
E-04 EXISTING LEFT SIDE ELEVATION (SOUTH)  
SCALE: 3/16" = 1'-0"



EXISTING ROOF



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FOR PERMITS CONSTRUCTION	02/09/2024	
FOR PERMITS CONSTRUCTION	02/09/2024	
FOR PERMITS CONSTRUCTION	02/09/2024	

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LEFT SIDE ELEVATION (SOUTH)	

E-04

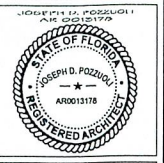
BIMcloud: Graphisoft Server - BIMcloud Exec for Archicad 26(230719.049.WIL (2362 S Ocean Blvd)/230719.WIL-TW-01



RECEIVED

FEB 15 2024

HIGHLAND BEACH  
BUILDING DEPARTMENT



Joseph  
D.  
Pozzuoli

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ISSUE / COMMENT	BY	DATE
PRELIMINARY PLAN REVIEW	A	07/11/2023
PERMITS PLAN REVIEW	A	07/17/2023

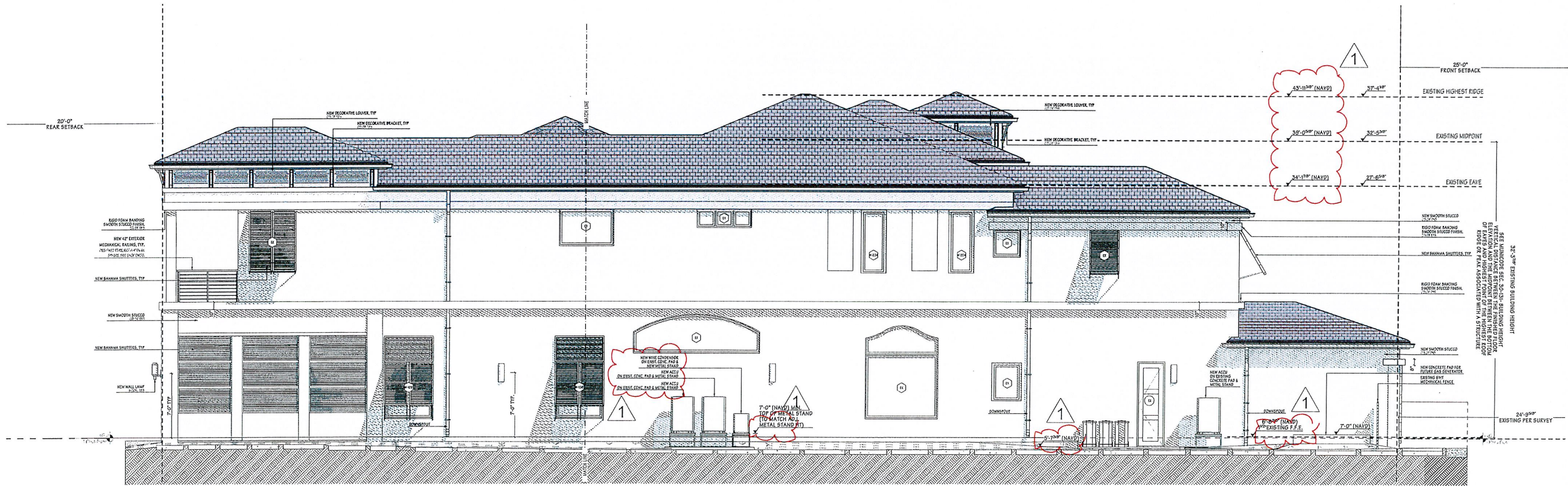
DATE	APPROVAL
08/01/2023	
08/10/2023	
11/14/2023	
11/14/2023	
07/01/2023	
07/01/2023	

**WILLENS' RESIDENCE**  
**TWO STORY HOME ADDITION**  
**AND RENOVATION**  
 25662 S. OCEAN BLVD HIGHLAND BEACH  
 FL 33487 US

150 E Boca Raton Rd.  
 Boca Raton, Florida 33432  
 Phone: 561.362.6408  
 Web: BE-DESIGN.NET

JOB # 230719.049.WIL  
 DRAWING EDITION 230719.WIL-TW-01  
 PRINTING DATE 2/6/2024  
 DRAWN BY E.B. - R.R.  
 LEFT SIDE ELEVATION (SOUTH)

**E-04.1**



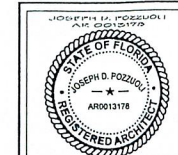
1 NEW LEFT SIDE ELEVATION (SOUTH)  
 E-04.1 SCALE: 3/16" = 1'-0"

BIMcloud: Graphisoft-Server - BIMcloud Base for Archicad 26/230719.049.WIL (25662 S Ocean Blvd)230719.WIL-TW-01



FEB 15 2024

HIGHLAND BEACH  
BUILDING DEPARTMENT



Joseph D. Pozzuoli  
Architect  
183128 0197

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ISSUE / COMMENT	BY	DATE
DEVELOPMENT PLAN REVIEW	AD	07/17/2023
DEVELOPMENT PLAN REVIEW	AD	07/17/2023

THIS DRAWING IS ISSUED:	DATE	APPROVAL
FOR PERMITS	08/03/2023	
FOR BIDDING	03/07/2023	
FOR THE ARCHITECT'S RECORD	11/16/2023	11/16/2023
FOR THE DESIGN DEVELOPMENT	11/16/2023	
FOR THE CONSTRUCTION PERMITS	07/07/2023	
FOR THE CONSTRUCTION PERMITS		
FOR THE CONSTRUCTION PERMITS		

**WILLENS' RESIDENCE**  
TWO STORY HOME ADDITION  
AND RENOVATION  
2362 S. OCEAN BLVD HIGHLAND BEACH  
FL 33487 US

150 E Boca Raton Rd  
Boca Raton, Florida 33432  
Phone: 561.362.6408  
Web: BE-DESIGN.NET

**BE-DESIGN ASSOCIATES, INC. A.A. 26001227**

JOB #	230719.049.WIL
DRAWING EDITION	230719.WIL-TW-01
PRINTING DATE	2/6/2024
DRAWN BY	E.B. - R.R.
RENDERINGS	

**E-05**



APPROVED MAJOR MODIFICATION-DEVELOPMENT ORDER 23-0002 JUNE 8, 2023 - REAR VIEW (WEST)



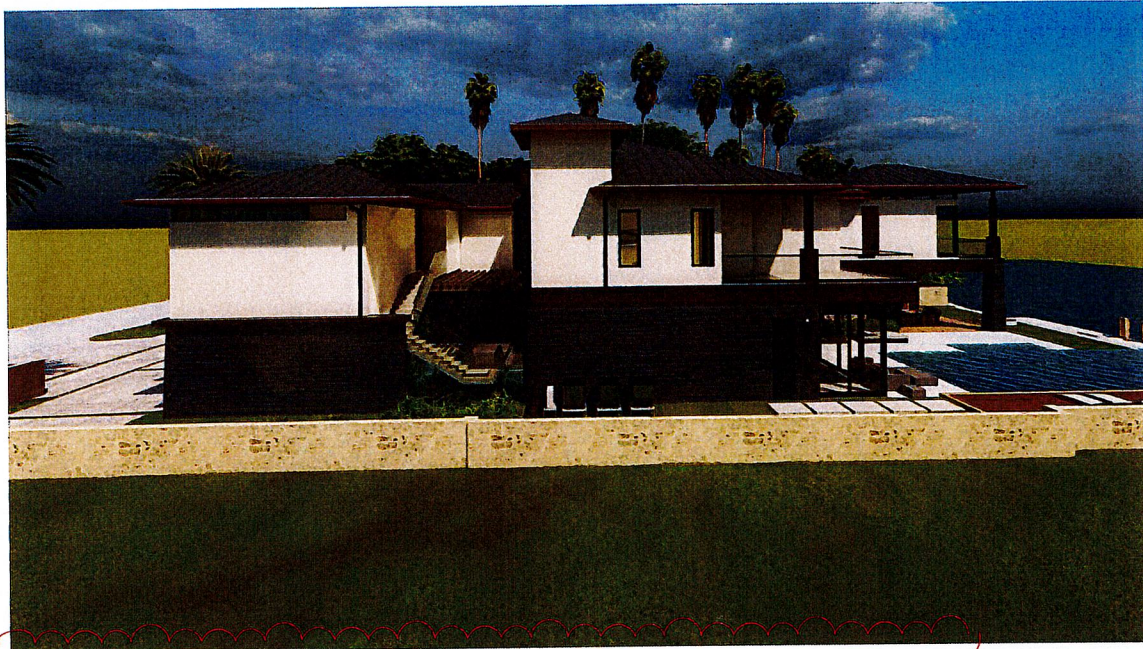
NEW FRONT VIEW (EAST)



APPROVED MAJOR MODIFICATION-DEVELOPMENT ORDER 23-0002 JUNE 8, 2023 - REAR VIEW (WEST)



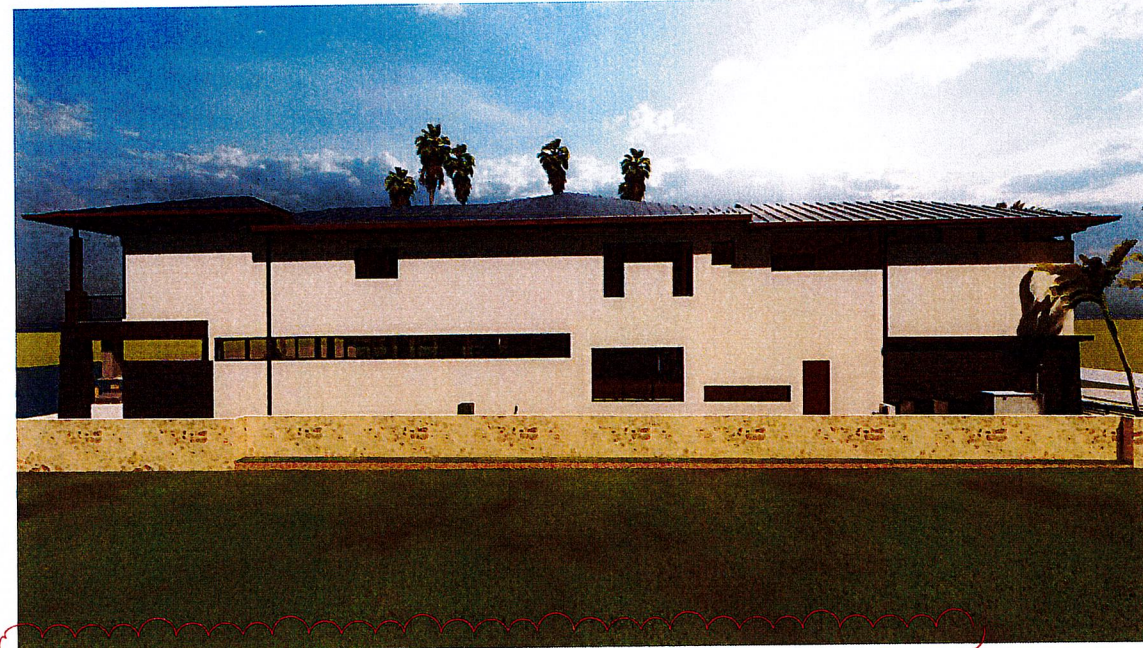
NEW REAR VIEW (WEST)



APPROVED MAJOR MODIFICATION-DEVELOPMENT ORDER 23-0002 JUNE 8, 2023 - RIGHT SIDE VIEW (NORTH)



NEW RIGHT SIDE VIEW (NORTH)

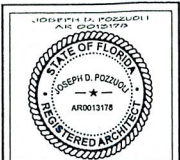


APPROVED MAJOR MODIFICATION-DEVELOPMENT ORDER 23-0002 JUNE 8, 2023 - LEFT SIDE VIEW (SOUTH)



NEW LEFT SIDE VIEW (SOUTH)

Blindout: GraphicsPc-Server - BlMindout Basic for Archicad 26/230719.C49.WIL (2362 S Ocean Blvd)/230719.WIL-TW-01



Joseph D. Pozzuoli  
 Digitally signed by Joseph D. Pozzuoli, DN: cn=Joseph D. Pozzuoli, o=Joseph D. Pozzuoli Design Associates, email=jpoz@jpd.com, c=US, Date: 2024.02.13 16:54:19 -0500

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ISSUE / COMMENT	BY	DATE	APPROVAL	DATE
FOR PRELIMINARY REVIEW	A	07/17/2023		
FOR DEVELOPMENT REVIEW	A	07/17/2023		
FOR PRELIMINARY REVIEW				
FOR DEVELOPMENT REVIEW				
FOR PRELIMINARY REVIEW				
FOR DEVELOPMENT REVIEW				
FOR PRELIMINARY REVIEW				
FOR DEVELOPMENT REVIEW				

**WILLENS' RESIDENCE**  
 TWO STORY HOME ADDITION  
 AND RENOVATION  
 2362 S. OCEAN BLVD HIGHLAND BEACH  
 FL 33487 US

150 E Boca Raton Pk.  
 Boca Raton, Florida 33432  
 Phone: 561 362 6408  
 Web: BE-DESIGN.NET

**BE**  
 DESIGN  
 ASSOCIATES, INC. A A 26001227

JOB ID: 230719.049.WIL  
 DRAWING EDITION: 230719.WIL-TW-01  
 PRINTING DATE: 2/6/2024  
 DRAWN BY: E. B. - R. R.  
 RENDERINGS

E-05.1

**Town of Highland Beach  
Planning Board Development Order (PB)  
Application No. 23-0018**



**Applicant: David Willens  
Property Address: 2362 S. Ocean Blvd.  
Highland Beach, Florida 33487**

**CERTIFICATE OF MAILING AFFIDAVIT**

I hereby certify that the Town Clerk's Office mailed a copy of the Notice of Public Hearing (Exhibit A) for Application No. 23-0018 for the property located at 2362 S. Ocean Blvd., Highland Beach, Florida 33487, by U.S. first-class and international mail to:

All property owners and properties owned by a condominium association president and the association's registered agent within 500 feet of the property located at 2362 S. Ocean Blvd, Highland Beach, Florida 33487.

The mailings consisted of 26 notices that were sent first class mail and 01 notices that were sent by International Mail.

This 27<sup>th</sup> day of February 2024.

Highland Beach Town Clerk's Office

Jaclyn DeHart  
Deputy Town Clerk



## PUBLIC NOTICE APPLICATION NO. 23-0018

February 28, 2024

Dear Property Owner:

This is to notify you that the **PLANNING BOARD** of the Town of Highland Beach will conduct a public hearing on *Thursday, March 14, 2024 at 9:30 AM* in the Community Room of the Town Library located at 3618 South Ocean Boulevard, Highland Beach, Florida to consider the following application.

**APPLICATION BY DAVID WILLENS FOR AN AMENDMENT TO A PREVIOUSLY APPROVED MAJOR MODIFICATION REQUEST TO AN EXISTING BUILDING (DEVELOPMENT ORDER NO. 23-0002) AS PROVIDED IN SECTION 30-39 OF THE TOWN CODE OF ORDINANCES INCLUDING BUT NOT LIMITED TO CHANGES TO THE EXTERIOR FAÇADE, BUILDING FOOTPRINT, AND ROOF LINE FOR THE PROPERTY LOCATED AT 2362 SOUTH OCEAN BOULEVARD.**

The application is available for inspection in the Town Clerk's Office at Town Hall, Monday through Friday during normal business hours of 8:30 a.m. to 4:30 p.m.

Any person that decides to appeal any decision made by the Planning Board with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record of the proceeding is made, which includes the testimony and evidence upon which the appeal is based. The Town of Highland Beach does not provide such a record.

In accordance with the Americans with Disabilities Act, persons who need special accommodation to attend or participate in this meeting should contact the Town Clerk's Office at (561) 278-4548 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770 or 1-800-955-8771.

For additional information, please contact the Town Planner at (561) 278-4540.

TOWN OF HIGHLAND BEACH, BUILDING DEPARTMENT

**Sold To:**

Town of Highland Beach - CU00398185  
3614 So. Ocean Blvd.  
Highland Beach,FL 33487

**Bill To:**

Town of Highland Beach - CU00398185  
3614 So. Ocean Blvd.  
Highland Beach,FL 33487

**Published Daily**

**Fort Lauderdale, Broward County, Florida**  
**Boca Raton, Palm Beach County, Florida**  
**Miami, Miami-Dade County, Florida**

**State Of Florida**  
**County Of Orange**

Before the undersigned authority personally appeared  
Rose Williams, who on oath says that he or she is a duly authorized representative of the SUN- SENTINEL,  
a DAILY newspaper published in BROWARD/PALM BEACH/MIAMI-DADE County, Florida; that the  
attached copy of advertisement, being a Legal Notice in:

The matter of 11720-Notice of Public Meeting ,  
Was published in said newspaper by print in the issues of, and by publication on the  
newspaper’s website, if authorized on Mar 04, 2024  
Planning Board Applicant No. 23-0080  
Affiant further says that the newspaper complies with all legal requirements for  
publication in Chapter 50, Florida Statutes.

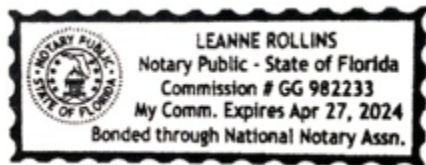


Signature of Affiant

Sworn to and subscribed before me this: March 04, 2024.



Signature of Notary Public



Name of Notary, Typed, Printed, or Stamped  
Personally Known (X) or Produced Identification ( )

**Affidavit Delivery Method:** E-Mail  
**Affidavit Email Address:** jdehart@highlandbeach.us  
7587915

**TOWN OF HIGHLAND BEACH  
NOTICE OF PUBLIC HEARING**

YOU ARE HEREBY NOTIFIED that the Planning Board of the Town of Highland Beach will conduct a Public Hearing on Thursday, March 14, 2024 at 9:30 AM in the Highland Beach Library Community Room, 3618 South Ocean Boulevard, Highland Beach, Florida to consider the following:

APPLICATION NO. 23-0018 BY DAVID WILLENS FOR AN AMENDMENT TO A PREVIOUSLY APPROVED MAJOR MODIFICATION REQUEST TO AN EXISTING BUILDING (DEVELOPMENT ORDER NO. 23-0002) AS PROVIDED IN SECTION 30-39 OF THE TOWN CODE OF ORDINANCES INCLUDING BUT NOT LIMITED TO CHANGES TO THE EXTERIOR FAÇADE, BUILDING FOOTPRINT, AND ROOF LINE FOR THE PROPERTY LOCATED AT 2362 SOUTH OCEAN BOULEVARD.

The application is available for inspection in the Town Clerk's Office at Town Hall, Monday through Friday during normal business hours of 8:30 a.m. to 4:30 p.m.

Any person that decides to appeal any decision made by the Planning Board with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record of the proceeding is made, which includes the testimony and evidence upon which the appeal is based. The Town of Highland Beach does not provide such a record.

In accordance with the Americans with Disabilities Act, persons who need special accommodation to attend or participate in this meeting should contact the Town Clerk's Office at (561) 278-4548 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770 or 1-800-955-8771.

For additional information, please contact the Town Planner at (561) 278-4540.

TOWN OF HIGHLAND BEACH, BUILDING  
DEPARTMENT  
3/4/24 7587915

Order # - 7587915





**File Attachments for Item:**

**C. Nomination of Chairperson and Vice Chairperson**



# TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

---

**MEETING TYPE:** Planning Board Regular Meeting

**MEETING DATE** 03/14/23

**SUBMITTED BY:** Jaclyn DeHart, Deputy Town Clerk

**SUBJECT:** **Nomination of Chairperson and Vice Chairperson**

---

**SUMMARY:**

On March 09, 2023, Mr. Eric Goldenberg and Ms. Ilyne Mendelson were nominated as the Chairperson and Vice Chairperson of the Planning Board; both have served in the positions for the allotted one-year terms. Therefore, this matter is being brought before the Board for discussion and nomination to fill both vacant positions for one-year terms, ending March 14, 2025.

According to Resolution No. 19-029 R, - Advisory Board and Committees Appointment Process Policy, Section 9, it should be common practice that no member shall serve as chair until he or she has served for one full year on the advisory board unless no existing member is willing to serve as chairperson or vice chairperson.

---

**FISCAL IMPACT:**

None.

---

**ATTACHMENTS:**

Resolution No. 19-029 R

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**RECOMMENDATION:**

Staff recommends nomination of a Chairperson and a Vice Chairperson to serve for one year, ending March 14, 2025.



**TOWN OF HIGHLAND BEACH  
RESOLUTION NO. 19-029 R**

**A RESOLUTION OF THE TOWN COMMISSION OF THE  
TOWN OF HIGHLAND BEACH, FLORIDA, ADOPTING AN  
ADVISORY BOARDS AND COMMITTEES APPOINTMENT  
PROCESS POLICY; AND PROVIDING AN EFFECTIVE  
DATE.**

**WHEREAS**, the Town of Highland Beach, Florida, is a duly constituted municipality having such power and authority conferred upon it by the Florida Constitution and Chapter 166, Florida Statutes; and

**WHEREAS**, the Town has several boards and committees who fulfill a vital role in assisting the Town Commission with executing Town business; and

**WHEREAS**, although the Town's code of ordinances generally discusses the appointment of board and committee members, the Town Commission finds that it is beneficial to set forth the Town's process regarding the appointment of members in more detail; and

**WHEREAS**, the Policy shall supplement the appointment processes in the Town's code of ordinances.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COMMISSION OF THE  
TOWN OF HIGHLAND BEACH, FLORIDA, THAT:**

**SECTION 1.** The above recitations are true and incorporated herein.

**SECTION 2.** The Advisory Boards and Committees Appointment Process Policy is approved, said Policy is attached hereto as **Exhibit A**.

**SECTION 3.** This resolution shall become effective immediately upon its passage.


**PASSED AND ADOPTED BY THE TOWN COMMISSION OF THE TOWN OF  
HIGHLAND BEACH, FLORIDA, ON THIS 3<sup>RD</sup> DAY OF OCTOBER, 2019.**

**AYE NAY**

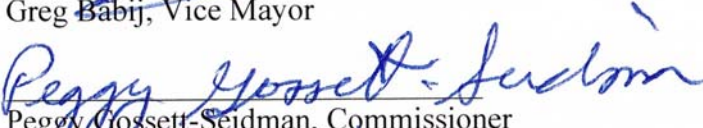
Mayor Zelniker

  
Rhoda Zelniker, Mayor

Vice Mayor Babij

  
Greg Babij, Vice Mayor

Commissioner Gossett-Seidman

  
Peggy Gossett-Seidman, Commissioner

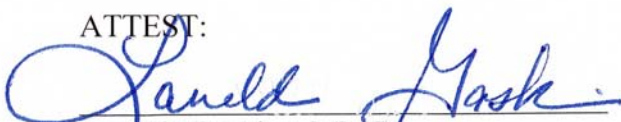
Commissioner Donaldson

  
Barry Donaldson, Commissioner

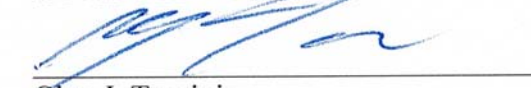
Commissioner David

  
Evalyn David, Commissioner

ATTEST:

  
Lanelda Gaskins, MMC  
Town Clerk

REVIEWED FOR LEGAL SUFFICIENCY

  
Glen J. Torcivia,  
Town Attorney



## TOWN OF HIGHLAND BEACH ADVISORY BOARD & COMMITTEES APPOINTMENT PROCESS POLICY

Approved by Resolution No. 19-029 R on October 3, 2019

---

- 1) Purpose: This policy establishes consistent procedures and standards for the appointment of individuals to all town advisory boards and committees, and applies to individuals serving on advisory boards appointed by the Highland Beach Town Commission. This policy does not apply to temporary or ad hoc committees or to appointments made by the commission to external boards, commissions or committees. This policy shall serve as a complement to the City's code of ordinances regulating boards and committees.
- 2) Duties of Advisory Boards and Committees: Unless otherwise provided for in the City's code of ordinances, all advisory boards and committees (sometimes referred to collectively as "advisory board" or "advisory boards") shall act in an advisory capacity to the Town Commission with the exception of the Code Enforcement Board, the Planning Board and the Board of Appeals and Adjustments, which may have the final decision making authority on quasi-judicial matters. When not acting in a quasi-judicial role, all other matters of the Code Enforcement Board, the Planning Board and the Board of Adjustment and Appeals, are to be advisory.
- 3) Qualifications and Restrictions:
  - a) Applicants shall be a resident of the Town of Highland Beach and shall maintain residency while serving on an advisory board or committee. Residency for appointment to an advisory board or committee means the individual must be domiciled within the corporate limits and a registered voter of Highland Beach for at least one year prior to appointment.
  - b) No person shall serve as a regular voting member on more than one advisory board unless specific action is taken by the Town Commission and so long as said appointment does not violate Sec. 2-99 of the code. In no case shall an individual serve on two advisory boards that function as a quasi-judicial board, i.e., (1) Code Enforcement Board, (2) Planning Board or (3) Boards of Adjustment and Appeals.
  - c) Any conflict of interest between an applicant and their proposed role as a member of an advisory board shall be divulged in the application process. A failure to do so may result in removal.
  - d) Persons currently holding any elective municipal, county, state or federal office shall not be eligible to serve in a regular voting position on any advisory board. If a sitting advisory board member is elected to a Commission office, that sitting member shall resign their board position pursuant to Sec. 7-4 of the Town 's code of ordinances.
  - e) Town employees (part-time or full-time) are not eligible to serve on an advisory board, unless serving in an ex officio (non-voting) capacity.

- f) Applicants shall indicate which advisory board they are interested in on their application. If interested in more than one board, applicants shall indicate an order of preference numerically on the Town approved application with 1 being the highest preference and 5 being the lowest preference if all advisory boards are indicated.

4) Selection Process:

- a) Twice annually, during the first week of January and July, a notice inviting applications for the Town of Highland Beach shall be placed in the official newspaper of record, online (website), and emailed to Town email subscribers. Potential members will have approximately three weeks to apply, said applications to be due no later than 4:30 pm on the last Friday in January and July. The Town Commission may call for applications at additional times based on need.
- b) Persons interested in appointment or reappointment to an advisory board shall complete a Town approved application as provided by the Town on its website or at the Town Clerk's Office. Existing members seeking reappointment shall complete a new application to ensure that the Town has the most current information related to the advisory board member.
- c) Persons interested in appointment shall also submit a completed and signed background investigation waiver form. The simple background investigation would verify employment history, affiliations and memberships, financial/credit report and any criminal convictions.
- d) Applications shall be received by the Town Clerk on or before the advertised deadline. Late or incomplete applications will not be considered unless an extension is granted by action of the Town Commission. All applications will be held on file by the Town Clerk for a period of two years.
- e) Town staff will screen all applications for residency and other qualification requirements. The Police Department will conduct the simple background investigation.
- f) In February and August, Town staff will direct advisory board applications to the appropriate Advisory Board Chairs for screening and recommendation pursuant to Sec. 2-99 of the Town's code of ordinances. Advisory Board Chairs may ask applicants to attend an Advisory Board meeting for an interview conducted by the full board. Advisory Board Chairs may choose to not formally interview board members seeking reappointment and instead base their review upon the board member's performance and attendance. An Advisory Board Chair's written screening of a candidate may remain in effect for up one year.
- g) The qualifications for service on an advisory board shall be those that in the judgment of the advisory board chair are representative of the community and are qualified by training, experience, and interest for the fulfillment of the advisory board's responsibility. If the Chair feels that a particular candidate(s) not recommended for selection would be viable alternates to serve in case of vacancy, they may note those applicants to the Town Clerk as part of their report.
- h) All candidates for advisory boards along with the recommendations of the Advisory Board Chair shall be placed in a candidate pool and when a vacancy becomes available all applications shall be forwarded to Town Commission for selection and approval. The recommending Advisory Board Chair may rank candidates if more than one person applies for appointment. Any Town

Commissioner may then nominate an individual, or a slate of candidates for a public interview at the upcoming commission meeting. Votes via a signed ballot process will be taken by Town Commission until all vacancies are filled.

- i) The Town Commission has the ability to nominate and appoint any of the candidates within the applicant pool. The Town Commission will make every effort to ensure an advisory board does not have a majority of members from a single neighborhood, condominium association or group of condominium associations collectively referred to as a single condominium association and that advisory board members' background, proficiencies and experiences align as closely as possible to the mission of the assigned advisory board.
  - j) Appointment of a qualified candidate shall be made by an affirmative vote of not less than three members of the Town Commission.
  - k) On the day following Commission action, the Town Clerk shall notify each applicant of the Commission's appointment decision. Letters will subsequently be mailed to each individual appointed to an advisory board stating the name of the board to which they have been appointed, the name of the staff liaison for their advisory board, and any other pertinent information relevant to the position and information on ethics, conflicts of interest and open meetings requirements. All first-term appointees need to plan on completing the Palm Beach Commission on Ethics Training and Orientation session within 30 days of appointment.
  - l) The Town Clerk shall also prepare and mail letters to those not selected for service to express the Commission's appreciation for their willingness to serve the Town of Highland Beach and that application will remain on file for future appointment opportunities for a period of two years, or the remaining period of time since the date of initiation application.
  - m) Should an applicant no longer wish to be considered for appointment, notice of withdrawal of the application shall be made in writing to the Town Clerk with a copy of said written withdrawal forwarded to the Town Commission.
- 5) Terms of Office:
- a) Residents are appointed at the pleasure of the Town of Highland Beach, and can be removed or replaced at any given time by the same.
  - b) As set forth in Sec. 2-99, in the Town's code, Terms for all boards shall be three (3) years and no board member may serve more than two (2) consecutive terms on the same board without first taking a one-year hiatus from the board. Appointments for partial terms shall not count toward the two-term limit.
  - c) Expectations: Advisory board members are expected to be prepared for meetings to ensure recommendations, approvals and advisory opinions are well formed to assist the Town Commission in making optimal decisions. Additionally, advisory board members shall act with respectful and professional demeanor at all times.

Being prepared includes, but is not limited to:



- i) Reviewing background materials (staff reports);
- ii) Conducting independent research on topics as needed;
- iii) Understanding ordinances;
- iv) Staying informed on Town affairs and Town Commission actions;
- v) Appreciating due process and public comments;
- vi) Engaging all stakeholders with respect;
- vii) Being familiar with basic provisions of Robert Rules of Order; and
- viii) For quasi-judicial boards, strict adherence to criteria established for reviewing petitions and applications.

6) Attendance:

- a) Advisory board members are required to maintain regular attendance pursuant to *Article V – Boards and Committees* of the Town of Highland Beach Code of Ordinances. Members who cannot attend a meeting should inform the Town Clerk 24 hours in advance of the scheduled meeting.
- b) Pursuant to Article V – Board and Committees inadequate attendance is grounds for removal. Inadequate attendance shall mean a member’s absence at three (3) or more consecutive regular meetings of a board.

7) Compensation: Members of advisory board and committees are paid \$25 per meeting with the compensation amount adjusted periodically by action of the Town Commission.

8) Orientation: Newly appointed members will make every effort to become familiar with all aspects of their particular advisory board. The Town will provide basic information to all advisory board members about the Town, the purpose and responsibility of the advisory board, and additional information to assist members in the performance of their duties.

9) Organizational: It should be common practice that no member shall serve as chair until he or she shall have served for one full year on the advisory board unless no existing member is willing to serve as chair. Roberts Rules of Order (Newly Revised) shall govern all meetings as to procedural matters not set forth in the state statutes or town code. A record via summary minutes shall be kept of all meetings. A verbatim transcript is not required.

10) Advisory Boards and Committees Enabling Sections: Authorization of advisory boards and committees are duly constituted pursuant of the Town of Highland Beach Code of Ordinances.

- a) Chapter 2: Administration, Article V
  - i) Division 2 – Code Enforcement Board (Sec. 2-110 – 2-134)
  - ii) Division 3 – Natural Resources Preservation Advisory Board (Sec. 2-135 – 2-154)
  - iii) Division 4 – Financial Advisory Board (Sec. 2-155 – 2-160)
- b) Chapter 20: Planning and Development, Article II – Planning Board (Sec. 20-26 – 20-45) & Chapter 30: Zoning (Sec. 30-22)
- c) Chapter 20: Planning and Development, Article III – Board of Appeals and Adjustments (Sec. 20-46 – 20-100) & Chapter 30: Zoning (Sec. 30-23)

**TOWN OF HIGHLAND BEACH**  
***Town Commissioners Advisory Board Members***  
**Contact Information**

<b>PLANNING BOARD / Quasi-Judicial Board</b> <i>Regular Meetings - 2nd Thursdays - 9:30 AM (Monthly)</i>						
Names	Addresses	Home Numbers	Cellular Numbers	Email Addresses	Date of Appointment	Date Term End
Eric Goldenberg, <b>Chairperson</b> (re-elected 03/09/23)					(5/17/2022) <i>(Reappointed)</i>	6/4/2025
Ilyne Mendelson <b>Vice Chairperson</b> (re-elected 03/09/23)					10/3/2023 <i>(Reappointed)</i>	10/2/2026
Roger Brown					11/15/2022	11/15/2025
David Powell					9/21/2021	9/21/2024
Jason Chudnofsky					4/19/2022 <i>(Appointed)</i>	4/19/2025
David Axelrod					10/17/2023	6/4/2025
Eve Rosen					12/5/2023	5/4/2024