



Town of Highland Beach

Notice of Public Meeting Protocol

The Town of Highland Beach is committed to serving the needs of the public while also working to ensure the safety and health of the town's staff, the community, and visitors alike.

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

ZOOM PARTICIPATION:

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

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- Meeting access information and instructions will be provided to those persons two hours prior to the meeting.
- The video camera display feature will only be enabled for Public Hearing Quasi-Judicial matters and during public comments only. The video camera display feature will be disabled for public use.

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

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

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

PROVIDING PUBLIC COMMENT:

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TO SEND COMMENTS IN ADVANCE VIA EMAIL:

- To submit public comments, click on the link <https://mmportal6.teamunicode.com/> to go to the Agendas and Meeting webpage. At the top of the page click on "Public Comments" to submit your comments, or
- Submit your comments to publiccomments@highlandbeach.us.
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- Live Zoom Video Participation - If attending via Zoom online, please follow Zoom instructions above. Once the meeting gets to the applicable public comment period, the host of the meeting will allow public participants (audio only) into the meeting from the waiting room, to provide live public comment.
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Should you have any questions, please feel free to contact the Town Clerk's Office at (561) 278-4548.

AGENDA

CODE ENFORCEMENT BOARD REGULAR MEETING

REVISED 06/13/2022



Tuesday, June 14, 2022 AT 1:00 PM

TOWN OF HIGHLAND BEACH, FLORIDA

3614 S. OCEAN BOULEVARD

HIGHLAND BEACH, FL 33487

Telephone: (561) 278-4548

Website: www.highlandbeach.us

TOWN HALL COMMISSION CHAMBERS

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **APPROVAL OF THE AGENDA**
5. **SWEARING IN OF THE PUBLIC**
6. **PUBLIC COMMENT** *(limited to three (3) minutes per speaker)*
7. **APPROVAL OF MINUTES**
[A.](#) April 12, 2022 - Minutes
8. **UNFINISHED BUSINESS**
None.
9. **NEW BUSINESS**

[A.](#) **Case No. CC2022-04-001**

Monterey House Condominium

3114 S. Ocean Blvd

PCN: 24-43-46-33-00-001-0172

Legal: 33-46-43, S 200 FT OF N 2200 FT LYG BET S OCEAN BLVD & ICW
(LESS MONTEREY HOUSE CONDO)

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

Violation: Observed A/C condensate line installed outside of unit 101 without a permit

B. Case No. CC2022-04-005

Donald and Mary Krieff
4746 S. Ocean Blvd. #10
PCN: 24-43-47-09-07-000-0100
Legal: EVANTON BAYE TOWNHOMES COND UNIT 10

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

Violation: Observed complete remodel without a permit

C. Case No. CC2022-04-007

Firtel Burton C. Trust
3210 S. Ocean Blvd 403
PCN: 24-43-46-33-39-000-4030
Legal: VILLA COSTA COND UNIT 403

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

Violation: Observed electrical and structural work without permit

10. BOARD MEMBERS REPORT

11. ANNOUNCEMENTS

June 21, 2022 - 12:00 P.M. Town Commission Special Meeting

June 21, 2022 - 1:30 P.M. Town Commission Meeting

July 12, 2022 - 1:00 P.M. Code Enforcement Regular Board Meeting

10. ADJOURNMENT

Any person that decides to appeal any decision made by the Code Enforcement Board with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record including testimony and evidence upon which the appeal is based. (State Law requires the above Notice. Any person desiring a verbatim transcript shall have the responsibility, at his/her own cost, to arrange for the transcript.) The Town neither provides nor prepares such record. There may be one or more Town Commissioners attending the meeting.

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

File Attachments for Item:

A. April 12, 2022 - Minutes



TOWN OF HIGHLAND BEACH CODE ENFORCEMENT BOARD REGULAR MEETING MINUTES

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

Date: April 12, 2022
Time: 1:00 PM

1. CALL TO ORDER

Chairperson Schlam called the meeting to order at 1:04 P.M.

2. ROLL CALL

Board Member Bryan Perilman
Board Member Michael Cherbini
Board Member Robert Lasorsa
Board Member James Murray (Virtually)
Board Member David Axelrod
Chairperson Myles Schlam
Town Attorney Leonard Rubin
Administrative Support Ganelle Thompson

ADDITIONAL STAFF

Code Enforcement Officer Jason Manko

ABSENT

Vice Chairperson Jane Perlow

3. PLEDGE OF ALLEGIANCE

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

4. APPROVAL OF THE AGENDA

MOTION: Axelrod/Lasorsa - Moved to approve the agenda as presented which passed unanimously on a 6 to 0 vote.

5. SWEARING OF THE PUBLIC

Ms. Thompson swore in those providing testimony.

6. PUBLIC COMMENT

There were no public comments.

7. APPROVAL OF MINUTES

A. March 09, 2022 - Minutes

MOTION: Axelrod/Perlman - Moved to approve the minutes as presented which passed unanimously on 6 to 0 vote.

8. UNFINISHED BUSINESS

None.

9. NEW BUSINESS

A. Case No. CC2021-11-006

Robert L. Zucker Jr.
2917 S. Ocean Blvd, 502
PCN: 24-43-46-33-18-000-0502
Legal: TRAFALGAR OF HIGHLAND BEACH COND UNIT 502

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

Violation: Observed bathroom remodel without permit

Chairperson Schlam read the title of Item 9.A. and asked the Board members if they have any Ex Parte communications to disclose in the matter? Hearing none, he opened the public hearing and called for Code Enforcement Officer Manko to give testimony and recommendations regarding the violation.

Code Enforcement Officer Jason Manko stated that the property has been brought into compliance since the Notice of Hearing and the case is closed.

B. Case No. CC2022-01-007

Gunther and Margareth Buerman
4019 S. Ocean Blvd
PCN: 24-43-47-04-00-005-0070
Legal: 4-47-43, N 100 FT OF S 545 FT OF GOV LT 5 E OF SR 140 A/K/A CITY LOT NO 48

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

Violation: AC changeout without a permit

Chairperson Schlam read the title of Item 9.B. and asked the Board members if they have any Ex Parte communications to disclose in the matter? Hearing none, he opened the public hearing and called for Code Enforcement Officer Manko to give testimony and recommendations regarding the violation.

Code Enforcement Officer Jason Manko stated that permits have been issued job by the A/C Contractor, and the case is now closed.

C. Case No. CC2022-02-003

Ambassador East Condominium Assn Inc.
3221 S. Ocean Blvd Condo
PCN: N/A
Legal: AMBASSADORS V NORTH COND

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

Violation: Observed drywall repair from water damage throughout the building performed without permit

Chairperson Schlam read the title of Item 9.C. and asked the Board members if they have any Ex Parte communications to disclose in the matter? Hearing none, he opened the public hearing and called for Code Enforcement Officer Manko to give testimony and recommendations regarding the violation.

Code Enforcement Officer Jason Manko provided a brief timeline of the facts of the case. He entered submittals of evidence into the records that included proof of service, supporting documents, photos taken of the property that fairly and accurately represented the violation observed during the onsite inspections, and paper postings at the property address and at Town Hall.

Code Enforcement Officer Manko mentioned that as of to-date, no permit has been applied for and the violation remains. Therefore, the Town recommends that the Respondent(s) be found in violation of the Town Code as alleged in the Notice of Violation and that he/she/they be fined \$ 250.00 per day for each day the violation remains after the date set for compliance (March 09, 2022) and until the property is brought into compliance. The Town is also asking to assess the prosecution costs in the amount of \$250.00 payable by the date set for compliance.

Chairperson Schlam asked the Board members if they had any questions for staff in the matter? The Board members and Code Compliance Officer Manko discussed the violation on the property.

Property Manager of Ambassadors East Condominium Jonathan Merrigan provided comments on the violation and why the permit was not obtained prior to the commencement of work.

Chairperson Schlam closed the public hearing and asked for a motion.

MOTION: Lasorsa/Cherbini - Moved that the Respondent(s) be found in violation of the Town Code as alleged in the Notice of Violation and that he/she/they be ordered to comply within 30 days and be fined \$250.00 per day for each day the violation remains after the date set for compliance and assess prosecution costs in the amount of \$250.00 payable by the date set for compliance. Upon roll call, Members Lasorsa (Yes), Cherbini (Yes), Perilman (Yes), Murray (Yes), Axelrod (Yes), and Chairperson Schlam (Yes). The motion passed 6 to 0.

D. Case No. CC2022-02-008

Seagate of Highland Condominium
3310 S. Ocean Blvd Condo
PCN: N/A
Legal: SEAGATE OF HIGHLAND COND

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

Violation: Observed plumbing work without permit.

Chairperson Schlam read the title of Item 9.D. and asked the Board members if they have any Ex Parte communications to disclose in the matter? Hearing none, he opened the public hearing and called for Code Enforcement Officer Manko to give testimony and recommendations regarding the violation.

Code Enforcement Officer Jason Manko stated that this case is closed; the property has been brought into compliance.

E. Case No. CC2022-02-010

Leonard and Rebecca Agostino
3114 S. Ocean Blvd., 811
PCN: 24-43-46-33-09-000-8110
Legal: MONTEREY HOUSE COND APT 811

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

Violation: Observed removal of bathroom ceiling without permit

Chairperson Schlam read the title of Item 9.E. and asked the Board members if they have any Ex Parte communications to disclose in the matter? Hearing none, he opened the public hearing and called for Code Enforcement Officer Manko to give testimony and recommendations regarding the violation.

Code Enforcement Officer Jason Manko provided a brief timeline of the facts of the case. He entered submittals of evidence into the records that included proof of service taken February 22, 2022 and April 12, 2022 supporting documents, photos taken of the property that fairly and accurately represented the violation observed during the onsite inspections, and paper postings at the property address and at Town Hall.

Code Enforcement Officer Manko mentioned as of today, no permits have been applied for and the violation remains. Therefore, the Town recommends that the Respondent(s) be found in violation of the Town Code as alleged in the Notice of Violation and be fined \$250.00 per day for each day the violation remains after the date set for compliance, which was April 11, 2022, until the property is brought into compliance. The Town is also asking to assess prosecution costs in the amount of \$250.00 payable by the date set for compliance.

Chairperson Schlam asked the Board members if they had any questions for staff in the matter? The Board members and Code Compliance Officer Manko discussed the violation on the property.

Chairperson Schlam closed the public hearing and asked for a motion.

MOTION: Lasorsa/Cherbini - Moved that Respondent(s) be found in violation of the Town Code as alleged in the Notice of Violation and that he/she/they be ordered to comply immediately and that a fine of \$250.00 per day be assessed starting April 11 until the property is brought into compliance and assess prosecution costs in the amount of \$250.00 payable within 30 days. Upon roll call, Members Lasorsa (Yes), Cherbini (Yes), Murray (Yes), Axelrod (Yes), Perilman (Yes), and Chairperson Schlam (Yes). The motion passed 6 to 0.

10. BOARD MEMBERS REPORT

None.

11. ANNOUNCEMENTS

Chairperson Schlam read the announcements as follows:

April 14, 2022 - 9:30 A.M. Planning Board Regular Meeting

April 19, 2022 - 1:30 P.M. Town Commission Meeting

May 10, 2022 - 1:00 P.M. Code Enforcement Board Regular Meeting

12. ADJOURNMENT

The meeting was adjourned at 1:34 P.M.

APPROVED at the June 14, 2022, Code Enforcement Regular Meeting.

ATTEST:

Myles B. Schlam, Chairperson

Transcribed by: Ganelle Thompson

June 14, 2022

Ganelle Thompson
Administrative Support Specialist

Date

File Attachments for Item:

A. Case No. CC2022-04-001

Monterey House Condominium 3114 S. Ocean BlvdPCN: 24-43-46-33-00-001-0172Legal: 33-46-43, S 200 FT OF N 2200 FT LYG BET S OCEAN BLVD & ICW (LESS MONTEREY HOUSE CONDO)Code Section:30-122 (A) Building Permits Required

Violation: Observed A/C condensate line installed outside of unit 101 without a permit



Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

NOTICE OF HEARING / APPEARANCE

CASE NO. CC2022-04-001

TOWN OF HIGHLAND BEACH, FLORIDA

VS.

Monterey House Condominium
3114 S. Ocean Blvd
Highland Beach, FL 33487

Re: 3114 S. Ocean Blvd, Highland Beach FL, 33487 (PCN: 24-43-46-33-00-001-0172)

YOU ARE HEREBY NOTIFIED that pursuant to Article V, Chapter 2 (Administration) of the Town of Highland Beach's Code of Ordinances, the Code Enforcement Board will be conducting a Code Enforcement Board meeting on ***Tuesday, June 14, 2022, at 1:00 P.M.***, regarding the observed A/C condensate line installed outside of unit 101 without a permit, (30-122 (A) Building Permits Required). During the meeting, a hearing will take place to determine whether you have violated one or more provisions and/or sections of the Town of Highland Beach's Code, as set forth in the attached "Violation Notice," sworn to by the Code Enforcement Officer of the Town of Highland Beach.

THEREFORE, YOU ARE HEREBY COMMANDED to be and appear before the Code Enforcement Board at the aforesaid place, date, and time. The attached Notice of Public Meeting Protocol document is an informational guide to provide you with assistance in attending, participating, or viewing the meeting. **IF YOU FAIL TO APPEAR, A JUDGMENT MAY BE RENDERED AGAINST YOU.**

ADDITIONALLY, YOU ARE ENTITLED to be represented by counsel, to present testimony and evidence, and to testify on your own behalf. Subpoenas for records, surveys, plats, and other materials and for witnesses may be requested and will be issued by the Code Enforcement Board upon proper request.

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a copy of the foregoing notice has been furnished to the above-named addressee by posting on the door of the addressee's residence and by U.S. Postal Service Certified Mail, Return Receipt Domestic Mail, **SIGNED** this 1st day of June 2022.

Jason Manko
Code Compliance Officer

Certified Mail: 7021 1970 0002 3024 4648

www.highlandbeach.us

Tel (561) 278-4548 • Fax (561) 265-3582



Town of Highland Beach

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Published:

7021 1970 0002 3024 4648

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only	
For delivery information, visit our website at www.usps.com ®.	
OFFICIAL USE	
Certified Mail Fee \$	375
Extra Services & Fees (check box, add fee as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$ 3.05
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage \$	58
Total Postage and Fees \$ 7.38	
Sent To	
Street and Apt. No.,	
City, State, ZIP+4®	
Monterey House Condominium 3114 S. Ocean Blvd Highland Beach, FL 33487 CC2022-04-001	
PS Form 3800, April 2019 PSN 7530-02-000-9047 See Reverse for Instructions	

HIGHLAND BEACH, FL 33487
JUN 01 2022
Postmark Here
CPO #0237

Property Detail

Location Address 3114 S OCEAN BLVD
 Municipality HIGHLAND BEACH
 Parcel Control Number 24-43-46-33-00-001-0172
 Subdivision
 Official Records Book 03234 Page 0886
 Sale Date JAN-1980
 Legal Description 33-46-43, S 200 FT OF N 2200 FT LYG BET S OCEAN BLVD & ICW (LESS MONTEREY HOUSE CONDO)

Owner Information

Owners
 MONTEREY HOUSE COND INC

Mailing address
 3114 S OCEAN BLVD
 BOCA RATON FL 33487 2509

Sales Information

Sales Date	Price	OR Book/Page	Sale Type	Owner
JAN-1980	\$662,600	03234 / 00886	WARRANTY DEED	MONTEREY HOUSE COND INC
JAN-1975	\$26,900	02535 / 01647		
JAN-1972	\$374,400	02022 / 01713	WARRANTY DEED	

Exemption Information

No Exemption information available

Property Information

Number of Units 0
 *Total Square Feet 0
 Acres 0.2888
 Use Code 0900 - RESIDENTIAL COMMON AREA/ELEMENT
 Zoning RMH - Multi-Family High-Density (24-HIGHLAND BEACH)

Appraisals

Tax Year	2021	2020	2019
Improvement Value	\$0	\$0	\$0
Land Value	\$0	\$0	\$0
Total Market Value	\$0	\$0	\$0

All values are as of January 1st each year

Assessed and Taxable Values

Tax Year	2021	2020	2019
Assessed Value	\$0	\$0	\$0
Exemption Amount	\$0	\$0	\$0
Taxable Value	\$0	\$0	\$0

Taxes

Tax Year	2021	2020	2019
Ad Valorem	\$0	\$0	\$0
Non Ad Valorem	\$0	\$0	\$0
Total tax	\$0	\$0	\$0

Dorothy Jacks, CFA, AAS PALM BEACH COUNTY PROPERTY APPRAISER www.pbcgov.org/PAPA



Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

NOTICE OF HEARING / APPEARANCE

CASE NO. CC2022-04-001

TOWN OF HIGHLAND BEACH, FLORIDA

VS.

Monterey House Condominium
3114 S. Ocean Blvd
Highland Beach, FL 33487

**POSTED
ON PROPERTY**

6/1/22
DATE

Re: 3114 S. Ocean Blvd, Highland Beach FL 33487 (PCN: 24-43-46-33-00-001-0172)

YOU ARE HEREBY NOTIFIED that pursuant to Article V, Chapter 2 (Administration) of the Town of Highland Beach's Code of Ordinances, the Code Enforcement Board will be conducting a Code Enforcement Board meeting on **Tuesday, June 14, 2022, at 1:00 P.M.**, regarding the observed A/C condensate line installed outside of unit 101 without a permit. (30-122 (A) Building Permits Required). During the meeting, a hearing will take place to determine whether you have violated one or more provisions and/or sections of the Town of Highland Beach's Code, as set forth in the attached "Violation Notice," sworn to by the Code Enforcement Officer of the Town of Highland Beach.

THEREFORE, YOU ARE HEREBY COMMANDED to be and appear before the Code Enforcement Board at the aforesaid place, date, and time. The attached Notice of Public Meeting Protocol document is an informational guide to provide you with assistance in attending, participating, or viewing the meeting. **IF YOU FAIL TO APPEAR, A JUDGMENT MAY BE RENDERED AGAINST YOU.**

ADDITIONALLY, YOU ARE ENTITLED to be represented by counsel, to present testimony and evidence, and to testify on your own behalf. Subpoenas for records, surveys, plats, and other materials and for witnesses may be requested and will be issued by the Code Enforcement Board upon proper request.

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a copy of the foregoing notice has been furnished to the above-named addressee by posting on the door of the addressee's residence and by U.S. Postal Service Certified Mail, Return Receipt Domestic Mail, SIGNED this 1st day of June 2022.



Jason Manko
Code Compliance Officer

Certified Mail: 7021 1970 0002 3024 4648

www.highlandbeach.us

Tel (561) 278-4548 • Fax (561) 265-3582

3114 S Ocean Blvd





Town of Highland Beach

3616 South Ocean Blvd.
Highland Beach, FL 33487
Phone: 561-278-4540
Fax: 561-278-2606

April 04, 2022

MONTEREY HOUSE CONDOMINIUM
3114 S OCEAN BLVD CLUBHOUSE
HIGHLAND BEACH, FL 33487

RE: Code Compliance Case No. CC2022-04-001

MONTEREY HOUSE CONDOMINIUM,

Location : 3114 S. OCEAN BLVD COND
HIGHLAND BEACH FL, 33487

Complaint Description:

Observed A/C condensate line installed outside of unit 101 without permit. PLEASE OBTAIN PERMIT FROM BUILDING DEPARTMENT BY 5/2/22.

30-122 (A) Building Permits Required

All construction within the Town of Highland Beach, unless otherwise exempted, shall require a building permit issued pursuant to the provisions of this code. All building permits shall be issued by the building official or designee.

Failure to comply by the above date will result, without any further notice, in you being summoned to appear before the town Code Enforcement board, which can result in a fine against the violator & property in the amount of \$250.00 per day for each day the violation exists. Your anticipated cooperation is greatly appreciated and simple compliance will resolve this matter easier than the formal process.

Should you have any questions, please contact Code Compliance Officer Jason Manko for a reinspection at 561-351-6169 or the Town of Highland Beach Building Dept. at 561-278-4540.

Regards,

Jason Manko
Code Compliance Officer
561-351-6169

Evidence Sheet	
Case Number:	CC2021-04-001
Property Address:	3114 S Ocean Blvd Cond
Inspector:	Jason Manko



File Attachments for Item:

B. Case No. CC2022-04-005

Donald and Mary Krieff 4746 S. Ocean Blvd. #10 PCN: 24-43-47-09-07-000-0100
Legal: EVANTON BAYE TOWNHOMES COND UNIT 10 Code Section: 30-122 (A)
Building Permits Required

Violation: Observed complete remodel without a permit



Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

NOTICE OF HEARING / APPEARANCE

CASE NO. CC2022-04-005

TOWN OF HIGHLAND BEACH, FLORIDA

VS.

Donald and Mary Krieff
3463 E. Bay CT
Merrick NY, 11566

Re: 4746 S. Ocean Blvd #10, Highland Beach FL, 33487 (PCN: 24-43-47-09-07-000-0100)


YOU ARE HEREBY NOTIFIED that pursuant to Article V, Chapter 2 (Administration) of the Town of Highland Beach's Code of Ordinances, the Code Enforcement Board will be conducting a Code Enforcement Board meeting on ***Tuesday, June 14, 2022, at 1:00 P.M.***, regarding the observed complete remodel without permit., (30-122 (A) Building Permits Required). During the meeting, a hearing will take place to determine whether you have violated one or more provisions and/or sections of the Town of Highland Beach's Code, as set forth in the attached "Violation Notice," sworn to by the Code Enforcement Officer of the Town of Highland Beach.

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ADDITIONALLY, YOU ARE ENTITLED to be represented by counsel, to present testimony and evidence, and to testify on your own behalf. Subpoenas for records, surveys, plats, and other materials and for witnesses may be requested and will be issued by the Code Enforcement Board upon proper request.

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Jason Manko
Code Compliance Officer

Certified Mail: 7021 1970 0002 3024 4655

www.highlandbeach.us

Tel (561) 278-4548 • Fax (561) 265-3582



Town of Highland Beach

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

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

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

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

PROVIDING PUBLIC COMMENT:

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

TO SEND COMMENTS IN ADVANCE VIA EMAIL:

- To submit public comments, click on the link <https://mmportal6.teamunicode.com/> to go to the Agendas and Meeting webpage. At the top of the page click on "Public Comments" to submit your comments, or

- Submit your comments to publiccomments@highlandbeach.us.
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Should you have any questions, please feel free to contact the Town Clerk's Office at (561) 278-4548.

Published:

7021 1970 0002 3024 4655

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<input type="checkbox"/> Return Receipt (hardcopy)	\$ <u>305</u>
<input type="checkbox"/> Return Receipt (electronic)	\$ _____
<input type="checkbox"/> Certified Mail Restricted Delivery	\$ _____
<input type="checkbox"/> Adult Signature Required	\$ _____
<input type="checkbox"/> Adult Signature Restricted Delivery	\$ _____

Postage
\$ 58

Total Postage and Fees
\$ 7.38

Sent To

Donald and Mary Krieff
3463 E. Bay CT
Merrick NY, 11566

Street and Apt. No., or PO Box

City, State, ZIP+4®

HIGHLAND BEACH
Postmark
Here
JUN 01 2022

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

Property Detail

Location Address 4746 S OCEAN BLVD 10
 Municipality HIGHLAND BEACH
 Parcel Control Number 24-43-47-09-07-000-0100
 Subdivision EVANTON BAYE TOWNHOMES COND DECL FILED 3-23-82
 Official Records Book 32802 Page 1233
 Sale Date AUG-2021
 Legal Description EVANTON BAYE TOWNHOMES COND UNIT 10

Owner Information

Owners	Mailing address
KRIEFF DONALD & KRIEFF MARY	3463 E BAY CT MERRICK NY 11566 5522

Sales Information

Sales Date	Price	OR Book/Page	Sale Type	Owner
AUG-2021	\$810,000	32802 / 01233	WARRANTY DEED	KRIEFF DONALD &
OCT-2016	\$10	28680 / 00443	QUIT CLAIM	TRACHTER ARLENE &
SEP-2006	\$100	20861 / 00974	WARRANTY DEED	TRACHTER ARLENE
MAY-2006	\$100	20468 / 00366	QUIT CLAIM	TRACHTER MICHAEL &
MAR-2004	\$10	16760 / 00870	WARRANTY DEED	TRACHTER ARLENE
FEB-1984	\$217,000	04177 / 01077	WARRANTY DEED	

Exemption Information

No Exemption information available

Property Information

Number of Units 1
 *Total Square Feet 2130
 Acres
 Use Code 0400 - CONDOMINIUM
 Zoning RML - Multi-Family Low-Density (24-HIGHLAND BEACH)

Appraisals

Tax Year	2021	2020	2019
Improvement Value	\$530,000	\$510,000	\$475,000
Land Value	\$0	\$0	\$0
Total Market Value	\$530,000	\$510,000	\$475,000

*All values are as of January 1st each year***Assessed and Taxable Values**

Tax Year	2021	2020	2019
Assessed Value	\$300,869	\$296,715	\$290,044
Exemption Amount	\$50,000	\$50,000	\$50,000
Taxable Value	\$250,869	\$246,715	\$240,044

Taxes

Tax Year	2021	2020	2019
Ad Valorem	\$4,424	\$4,440	\$4,382
Non Ad Valorem	\$96	\$95	\$97
Total tax	\$4,520	\$4,535	\$4,479

Dorothy Jacks, CFA, AAS PALM BEACH COUNTY PROPERTY APPRAISER www.pbcgov.org/PAPA



4746 S Ocean Blvd #10



Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

NOTICE OF HEARING / APPEARANCE

CASE NO. CC2022-04-005

TOWN OF HIGHLAND BEACH, FLORIDA

VS.

Donald and Mary Krieff
3463 E. Bay CT
Merrick NY, 11566

**POSTED
ON PROPERTY**

6/1/22
DATE

Re: 4746 S. Ocean Blvd #10, Highland Beach FL 33487 (PCN: 24-43-47-09-07-000-0100)


YOU ARE HEREBY NOTIFIED that pursuant to Article V, Chapter 2 (Administration) of the Town of Highland Beach's Code of Ordinances, the Code Enforcement Board will be conducting a Code Enforcement Board meeting on **Tuesday, June 14, 2022, at 1:00 P.M.**, regarding the observed complete remodel without permit.. (30-122 (A) Building Permits Required). During the meeting, a hearing will take place to determine whether you have violated one or more provisions and/or sections of the Town of Highland Beach's Code, as set forth in the attached "Violation Notice." sworn to by the Code Enforcement Officer of the Town of Highland Beach.

THEREFORE, YOU ARE HEREBY COMMANDED to be and appear before the Code Enforcement Board at the aforesaid place, date, and time. The attached Notice of Public Meeting Protocol document is an informational guide to provide you with assistance in attending, participating, or viewing the meeting. IF YOU FAIL TO APPEAR, A JUDGMENT MAY BE RENDERED AGAINST YOU.

ADDITIONALLY, YOU ARE ENTITLED to be represented by counsel, to present testimony and evidence, and to testify on your own behalf. Subpoenas for records, surveys, plats, and other materials and for witnesses may be requested and will be issued by the Code Enforcement Board upon proper request.

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a copy of the foregoing notice has been furnished to the above-named addressee by posting on the door of the addressee's residence and by U.S. Postal Service Certified Mail. Return Receipt Domestic Mail. SIGNED this 1st day of June 2022.


Jason Manko
Code Compliance Officer

Certified Mail: 7021 1970 0002 3024 4655

www.highlandbeach.us

Tel (561) 278-4548 • Fax (561) 265-3582



Town of Highland Beach

3616 South Ocean Blvd.
Highland Beach, FL 33487
Phone: 561-278-4540
Fax: 561-278-2606

April 11, 2022

KRIEFF, DONALD/MARY
4746 S. OCEAN BLVD. 10
HIGHLAND BEACH, FL 33487

RE: Code Compliance Case No. CC2022-04-005

DONALD/MARY KRIEFF,

Location : 4746 S. OCEAN BLVD 10
HIGHLAND BEACH FL, 33487

Complaint Description:

Observed complete remodel without permit. PLEASE OBTAIN PERMIT FROM BUILDING DEPARTMENT BY 4/25/22.

30-122 (A) Building Permits Required

All construction within the Town of Highland Beach, unless otherwise exempted, shall require a building permit issued pursuant to the provisions of this code. All building permits shall be issued by the building official or designee.

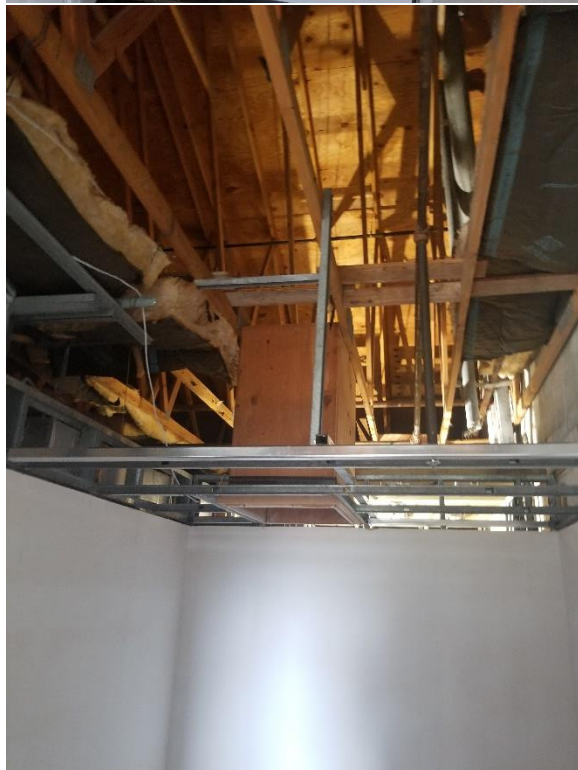
Failure to comply by the above date will result, without any further notice, in you being summoned to appear before the town Code Enforcement board, which can result in a fine against the violator & property in the amount of \$250.00 per day for each day the violation exists. Your anticipated cooperation is greatly appreciated and simple compliance will resolve this matter easier than the formal process.

Should you have any questions, please contact Code Compliance Officer Jason Manko for a reinspection at 561-351-6169 or the Town of Highland Beach Building Dept. at 561-278-4540.

Regards,

Jason Manko
Code Compliance Officer
561-351-6169

Evidence Sheet	
Case Number:	CC2022-04-005
Property Address:	4746 S Ocean Blvd #10
Inspector:	Jason Manko



File Attachments for Item:

C. Case No. CC2022-04-007

Firtel Burton C. Trust 3210 S. Ocean Blvd 403 PCN: 24-43-46-33-39-000-4030
Legal: VILLA COSTA COND UNIT 403 Code Section: 30-122 (A) Building Permits Required

Violation: Observed electrical and structural work without permit



Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

NOTICE OF HEARING / APPEARANCE

CASE NO. CC2022-04-007

TOWN OF HIGHLAND BEACH, FLORIDA

VS.

Firtel Burton C Trust
3210 S Ocean Blvd 403
Highland Beach, FL 33487

Re: 3210 S. Ocean Blvd #403, Highland Beach FL, 33487 (PCN: 24-43-46-33-39-000-4030)

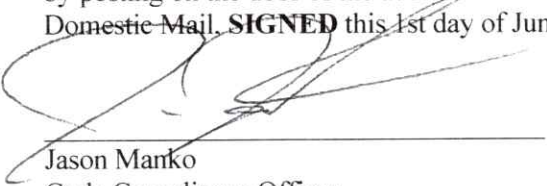
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Jason Manko
Code Compliance Officer

Certified Mail: 7021 1970 0002 3024 4617

www.highlandbeach.us

Tel (561) 278-4548 • Fax (561) 265-3582



Town of Highland Beach

Notice of Public Meeting Protocol

The Town of Highland Beach is committed to serving the needs of the public while also working to ensure the safety and health of the town's staff, the community, and visitors alike.

That said, as an added layer of protection for the safety of all attending meetings in the Commission Chambers, the wearing of facial coverings or masks is required. Also, until further notice, Social distancing requirements and in-person meeting capacity limits remains in place. For those interested, Zoom Video Communications and telephone participation are offered.

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

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Published:

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 \$ 3.75
 Extra Services & Fees (check box, add fees as appropriate)
☐ Return Receipt (hardcopy) \$ 3.05
☐ Return Receipt (electronic) \$ _____
☐ Certified Mail Restricted Delivery \$ _____
☐ Adult Signature Required \$ _____
☐ Adult Signature Restricted Delivery \$ _____

Postage
 \$ 5.80

Total Postage and Fees

\$ 7.38

Sent To

Street and Apt. No., or PO

City, State, ZIP+4®

Firtel Trustee, Burton C
 3210 S Ocean Blvd 403
 Highland Beach, FL 33487
CC2022-04-007

HIGHLAND BEACH, FL 33487
 JUN 01 2022
 Postmark Here

CPO #0231

PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions

Property Detail

Location Address 4746 S OCEAN BLVD 10
 Municipality HIGHLAND BEACH
 Parcel Control Number 24-43-47-09-07-000-0100
 Subdivision EVANTON BAYE TOWNHOMES COND DECL FILED 3-23-82
 Official Records Book 32802 Page 1233
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 Legal Description EVANTON BAYE TOWNHOMES COND UNIT 10

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Owners	Mailing address
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MAR-2004	\$10	16760 / 00870	WARRANTY DEED	TRACHTER ARLENE
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No Exemption information available

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Dorothy Jacks, CFA, AAS PALM BEACH COUNTY PROPERTY APPRAISER www.pbcgov.org/PAPA



Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

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CASE NO. CC2022-04-005

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VS.

Donald and Mary Krieff
3463 E. Bay CT
Merrick NY, 11566

**POSTED
ON PROPERTY**

6/1/22
DATE

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Jason Manko
Code Compliance Officer

Certified Mail: 7021 1970 0002 3024 4655

www.highlandbeach.us

Tel (561) 278-4548 • Fax (561) 265-3582





Town of Highland Beach

3616 South Ocean Blvd.
Highland Beach, FL 33487
Phone: 561-278-4540
Fax: 561-278-2606

April 14, 2022

FIRTEL TRUSTEE, BURTON C
3210 S OCEAN BLVD 403
HIGHLAND BEACH, FL 33487

RE: Code Compliance Case No. CC2022-04-007

BURTON FIRTEL TRUSTEE,

Location : 3210 S. OCEAN BLVD 403
HIGHLAND BEACH FL, 33487

Complaint Description:

Observed electrical and structural work without permit. PLEASE APPLY FOR AND OBTAIN PERMITS BY 4/18/22.

30-122 (A) Building Permits Required

All construction within the Town of Highland Beach, unless otherwise exempted, shall require a building permit issued pursuant to the provisions of this code. All building permits shall be issued by the building official or designee.

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Regards,

Jason Manko
Code Compliance Officer
561-351-6169

Evidence Sheet	
Case Number:	CC2021-04-007
Property Address:	3210 S Ocean Blvd #403
Inspector:	Jason Manko

