

AGENDA

PLANNING BOARD REGULAR MEETING



Thursday, December 11, 2025 AT 9:30 AM

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. **APPROVAL OF MINUTES**

A. November 13, 2025

7. **UNFINISHED BUSINESS**

A. None

8. **NEW BUSINESS**

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

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

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

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

9. ANNOUNCEMENTS

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

10. ADJOURNMENT

NOTICE: *If a person decides to appeal any decision made by the Town Commission with respect to any matter considered at this meeting, you will need a record of the proceedings, and you may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. (The above notice is required by State Law. Anyone desiring a verbatim transcript shall have the responsibility, at his own cost, to arrange for the transcript). There may be one or more Town Commissioners attending the meeting.*

Pursuant to the provision of the Americans with Disabilities Act, any person requesting special accommodations to participate in these meetings, because of a disability or physical impairment, should contact the Town at 561-278-4548 at least five calendar days prior to the Hearing.

File Attachments for Item:

A. November 13, 2025



TOWN OF HIGHLAND BEACH PLANNING BOARD REGULAR MEETING MINUTES

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

Date: November 13, 2025
Time: 9:30 AM

1. CALL TO ORDER

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

2. ROLL CALL

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

ADDITIONAL STAFF PRESENT

Town Planner Ingrid Allen

ABSENT

Board Member Roger Brown
Board Member David Powell

3. PLEDGE OF ALLEGIANCE

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

4. APPROVAL OF THE AGENDA

MOTION: David/Axelrod - Moved to approve the agenda as presented which passed unanimously, 5 to 0.

5. SWEARING IN OF THE PUBLIC

Deputy Town Clerk Jaclyn DeHart swore in those giving testimony.

6. APPROVAL OF MINUTES

A. October 09, 2025

Motion: David/Axelrod - Moved to approve the minutes as presented which passed 5 to 0.

7. UNFINISHED BUSINESS

A. None

8. NEW BUSINESS

A. Development Order Application No. PZ-25-33 / Highland 1114 Bel Air, LLC

Application by Akbar Mondal, Boat Lifts & Docks of South Florida, for a special exception to install a 416 square foot dock for the property located at 1114 Bel Air Drive.

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

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

Town Planner Allen presented Development Order Application No. PZ-25-33. She noted that the 500 feet mailed notices contained a minor discrepancy regarding the size of the proposed dock (listing it at 400 square feet instead of 416 square feet) and that the advertised notice listed the correct size. Town Attorney, Len Rubin, advised that this 16 square foot discrepancy is a minor error that does not mislead the public and therefore does not void the mailed notice.

The Applicant's Agent, Akbar Mondal, was sworn in but had no further comments.

Scott, of 1110 BeAir Drive, was sworn in and provided public comments.

There was discussion about setbacks.

The public hearing was closed followed by a motion.

MOTION: David/Rosen - Moved to approve Development Application No. PZ-25-33. Based upon roll call: Member David (Yes); Vice Chairperson Rosen (Yes); Member Babij (Yes); Member Axelrod (Yes); and Chairperson Mendelson (Yes). The motion passed on a 5 to 0 vote.

9. ANNOUNCEMENTS

December 02, 2025

1:30 PM

Town Commission Meeting

December 09, 2025	1:00 PM	Special Magistrate Hearing
December 11, 2025	9:30 AM	Planning Board Meeting

10. ADJOURNMENT

The meeting adjourned at 9:45 AM.

APPROVED on December 11, 2025, Planning Board Regular Meeting.

Ilyne Mendelson, Chairperson

ATTEST:

Transcribed by:
Jaclyn DeHart, Deputy Town Clerk

Jaclyn DeHart
Deputy Town Clerk

12/11/2025
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. PZ-25-37 / Michael Kaczynski

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



HIGHLAND BEACH BUILDING DEPARTMENT

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

PLANNING BOARD STAFF REPORT

MEETING OF: DECEMBER 11, 2025

TO: PLANNING BOARD

FROM: INGRID ALLEN, TOWN PLANNER

SUBJECT: APPLICATION BY WILLIAM THOMAS, UNLIMITED PERMIT SERVICES, INC., REQUESTING A SPECIAL EXCEPTION TO INSTALL A 20,000 POUND CAPACITY BOAT LIFT IN SLIP #1 FOR THE PROPERTY LOCATED AT 3912 SOUTH OCEAN BOULEVARD #1415. (APPLICATION NO. PZ-25-37)

I. GENERAL INFORMATION:

Applicant (Property Owner): Michael Kaczynski
3912 South Ocean Boulevard #1415
Highland Beach, FL 33487

Applicant's Agent: William Thomas
Unlimited Permit Services, Inc.
902 NE 1st Street
Pompano Beach, Fl. 33060

Property Characteristics:

Comprehensive Plan Land Use: Multi Family Low Density

Zoning District: Residential Multiple Family Low Density (RML)

Parcel Control Number: 24-43-47-04-13-001-1415

Request and Analysis:

The Applicant is requesting a special exception to install a 20,000 pound capacity boat lift in Slip No. 1 of the Regency Highland marina. The request is on behalf of the property owner residing at

3912 South Ocean Boulevard #1415. According to the Applicant, an existing elevator lift located in Slip No.1 will be removed.

The Applicant obtained both Florida Department of Environmental Protection (File No. 50-0205712-005-EE) and US Army Corps of Engineers (File No. SAJ-2025-02086 RGP-JCP) authorization for the above-referenced boat lift.

According to the Applicant's boat lift detail (sheet 3) the top of the lift measures approximately 7 feet 6 inches from the existing finger pier/wood dock. The Applicant has not dimensioned the superstructure of the boat on the lift detail (this is not a requirement of the Town Code). That said and at the request of Town staff, the Applicant has included a note on sheet 3 that references compliance with the boat lift definition found in Section 30-131 of the Town Code (see below).

Boat lifts means the bottom of the keel of any boat shall not be hoisted greater than one foot above the existing seawall elevation. In no case shall the lift be higher than the superstructure of the boat when lifted.

Note that the Regency Highland marina accommodates perpendicular docking of vessels. The following perpendicular docking regulations are found in Section 30-68(g)(7) of the Town Code:

Perpendicular docking. Unless otherwise provided herein, boats shall not be moored or docked perpendicular to the property at which they are located.

a. boat moored at the landward end of a canal constructed for boat docking purposes may be moored perpendicular to the property line, provided such mooring does not impede the navigation of adjacent property owners.

b. A boat moored in the Intracoastal Waterway may be moored perpendicular to the property line, subject to approval by the U.S. Army Corps of Engineers.

c. A request for perpendicular docking of a boat in a canal shall be considered as a special exception by the planning board. Applications for development order approval of perpendicular docking of boats shall be subject to all standards applicable to a special exception request, and the additional criteria contained herein:

1. Location of docks, docked boats, and relation to side setbacks shall be established by the waterward extension of property lines.

2. Perpendicular docking of boats shall not interfere with navigation of other boats within the affected canal, and will not be a hazard to navigation.

3. Perpendicular docking of boats shall comply with all setbacks required for accessory marine facilities.

4. Docks or accessory mooring facilities approved by the planning board for perpendicular docking of boats may exceed the maximum extension into a waterway allowed for accessory marine facilities.

5. The building official or planning board may request evidence, prepared by a recognized marine expert, demonstrating the following:

i. Proposed perpendicular docking and related accessory marine facilities will not reasonably deny or otherwise limit the ability of abutting or adjacent property owners to construct accessory marine facilities;

- ii. Proposed perpendicular docking and related accessory marine facilities will not reasonably deny or otherwise limit the normal ability of abutting or adjacent property owners to moor, maneuver, use or otherwise move a boat; and*
- iii. Proposed perpendicular docking and related accessory marine facilities will not deny reasonable visual access of abutting property owners to public waterways.*

The Applicant has indicated, as part of their application submittal, that their request in compliance with the above-referenced perpendicular docking regulations.

Section 30-67(b) of the Town Code states that boat lifts require special exception approval by the Planning Board. Section 30-36(a) of the Town code states that the Planning Board may approve, approve with conditions, or deny a request for special exception relating to accessory marine facilities including boat lifts.

If the Planning Board approves the request, the Applicant will be required to obtain a building permit from the Town of Highland Beach Building Department following such approval and prior to initiation of construction. 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 to include plan set, date stamped received by the Building Department on November 20, 2025, and finds that it is consistent with the special exception provisions of Section 30-36 of the Town Code, were applicable, and consistent with the Town Comprehensive Plan and Code of Ordinances.

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

Attachments: Application
Aerials
FDEP approval
ACOE approval
HOA approval
Applicant Plans (11X17)



TOWN OF HIGHLAND BEACH DEVELOPMENT ORDER APPROVAL APPLICATION

PROPERTY INFORMATION ASSOCIATED WITH THIS APPLICATION	
Address: 3912 S Ocean Blvd, Slip #1, Highland Beach FL 33487	PCN: 24-43-47-04-13-001-0000
Full Legal Description of the Property [as described in the deed] or reference to an attachment: Regency Highland club cond	
Zoning District:	What is the location of the installation? <input checked="" type="checkbox"/> Intracoastal Waterway (ICW) <input type="checkbox"/> Interior Canal/Basin <input type="checkbox"/> N/A

PROPERTY OWNER (APPLICANT) INFORMATION		
Name: Michael Kaczynski	Phone: 978-771-6067	Fax:
Mailing Address: 3912 S Ocean Blvd APT 1415, Highland Beach FL 33487		
Email Address: mikekaczynski@comcast.net		

APPLICANT'S AGENT INFORMATION		
Name: William Thomas	Phone: 954-532-0129	Fax:
Company Name: Unlimited Permit Services, Inc.		
Mailing Address: 902 NE 1st ST, Pompano Beach FL 33060		
Email Address: office@unlimitedps.net		

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


[Regency Highland Condo, boat slip #1]

Existing finger pier and piles to remain.

Existing elevator lift to be removed and replaced with a new 20,000 lb.

Neptune boat lift on four (4) new 12"Ø wood support piles.

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.

Property Owner's Signature:  Date: 4/7/2025

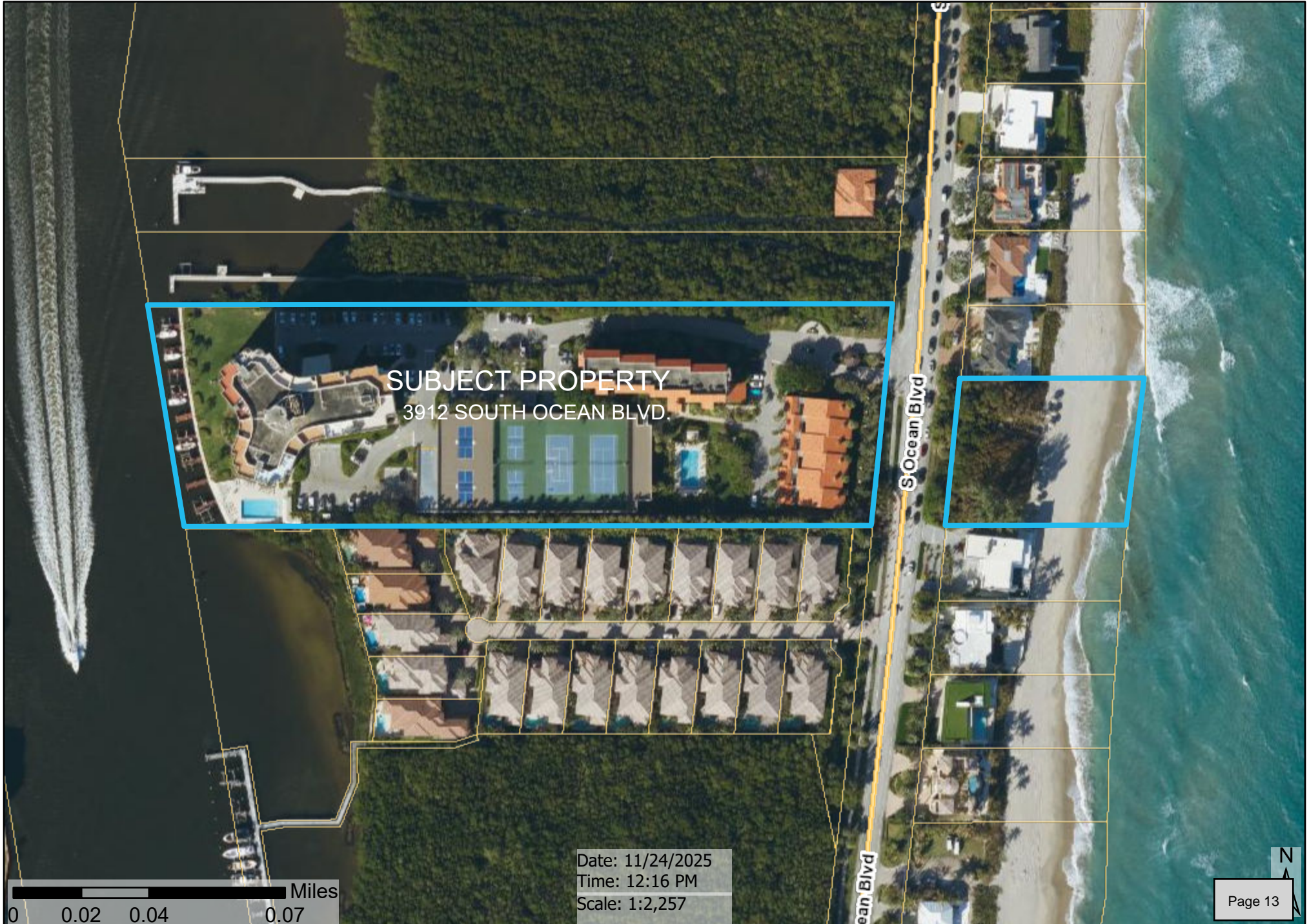
Property Owner's Printed Name Michael Kaczynski

Received by the Town Clerk's Office:

Received By: _____ Date: _____

Date Public Notices Mailed: _____

Date Legal Advertisement Published: _____



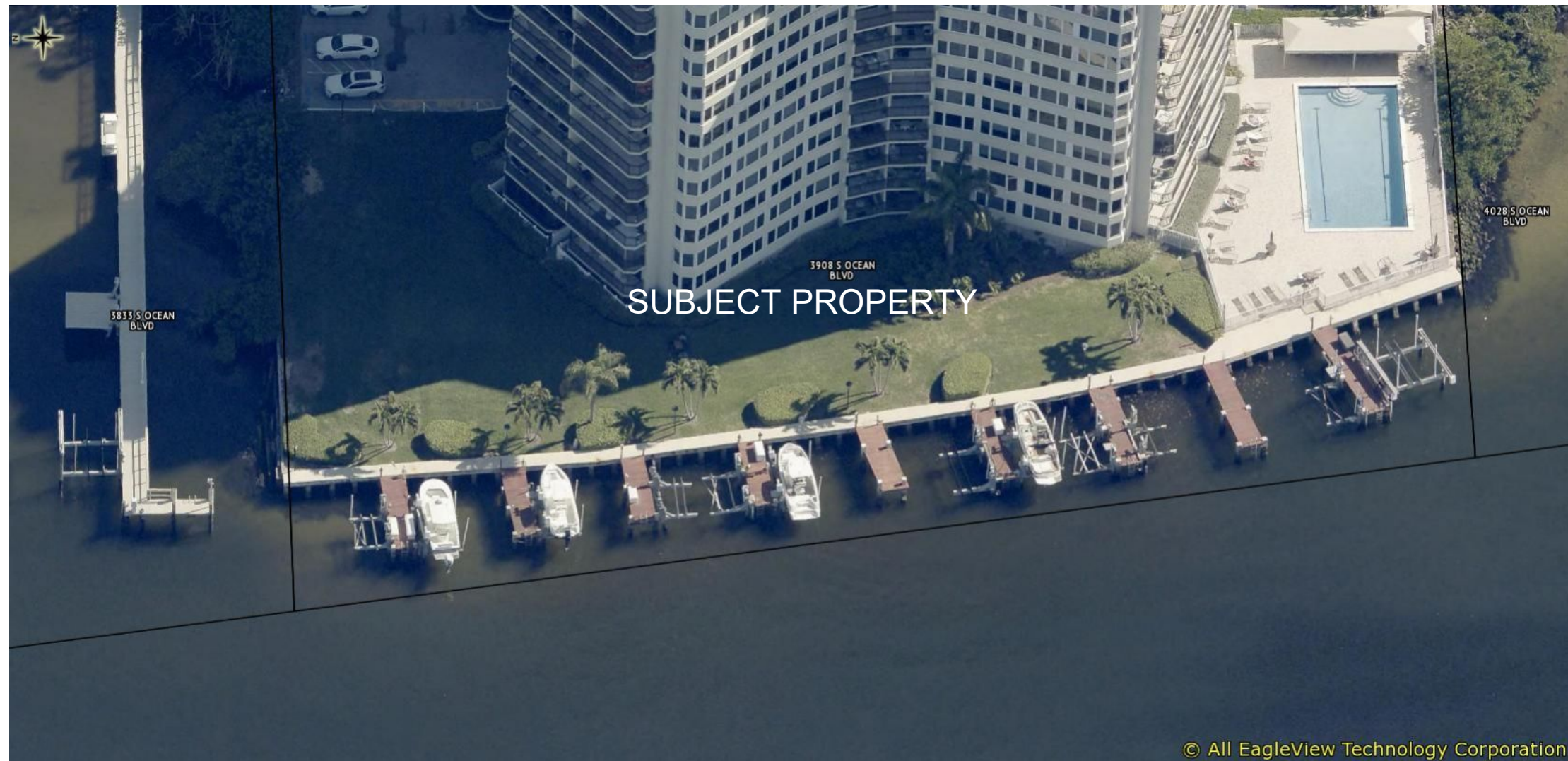
SUBJECT PROPERTY
3912 SOUTH OCEAN BLVD.

S Ocean Blvd

ean Blvd

0 0.02 0.04 0.07 Miles

Date: 11/24/2025
Time: 12:16 PM
Scale: 1:2,257



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Kathy Cartier

From: Meuser, Julia <Julia.Meuser@FloridaDEP.gov>
Sent: Wednesday, November 12, 2025 2:44 PM
To: Kathy Cartier
Subject: RE: 50-0205712-005-EE - Regency Highland Condominium - Michael Kaczynski - 3912 S Ocean Blvd - Highland Beach

Good afternoon,

The installation of the boat lift is still exempt. If you require further confirmation you could request another verification of exemption, but the main drawing has not changed and the scope is the same, so the previous letter should still be sufficient.

Kind regards,



Julia Meuser

Environmental Specialist II

Florida Department of Environmental Protection
Southeast District - West Palm Beach
3301 Gun Club Road, MSC 7210-1
West Palm Beach, FL 33406
Julia.Meuser@floridadep.gov
Office: 561.681.6649

Notice: Florida has a broad public records law. Most written communications to or from state officials regarding official business are public records and may be disclosed upon request. Your email communications may therefore be subject to public disclosure.

From: Kathy Cartier <kathyc@unlimitedps.net>
Sent: Friday, November 7, 2025 8:47 AM
To: Meuser, Julia <Julia.Meuser@FloridaDEP.gov>
Subject: 50-0205712-005-EE - Regency Highland Condominium - Michael Kaczynski - 3912 S Ocean Blvd - Highland Beach

EXTERNAL MESSAGE

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

Good morning Julia!

You recently processed a request for verification of exemption for the referenced project. There was a minor discrepancy in the width of the proposed boatlift on Sheet 2 and 3 of the plan set; Sheet 2 identified the width as 14' and Sheet 3 showed the width as 15'. Please see corrected plans attached. Could you please confirm that the exemption verification that the FDEP issued on August 1, 2025, remains valid? The Town of Highland Beach has requested this confirmation.

Thank you very much,



Kathy Cartier

Unlimited Permit Services, Inc
902 NE 1 Street, Suite #2
Pompano Beach, Florida 33060
Office (954) 532-0129 ext. 3
kathyc@unlimitedps.net



Corrective plans provided to
FDEP and ACOE



Location Map

Intracoastal Waterway

REGENCY HIGHLAND CLUB CONDO

Existing Elevator Lift To Be
Removed and Replaced
with a New 20,000 lb.
Neptune Boat Lift

Existing Finger Pier &
Boat Lift To Remain

Existing Finger Pier &
Boat Lift To Remain

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Boat Lift To Remain

Slip Numbers

Existing Seawall

Site Plan

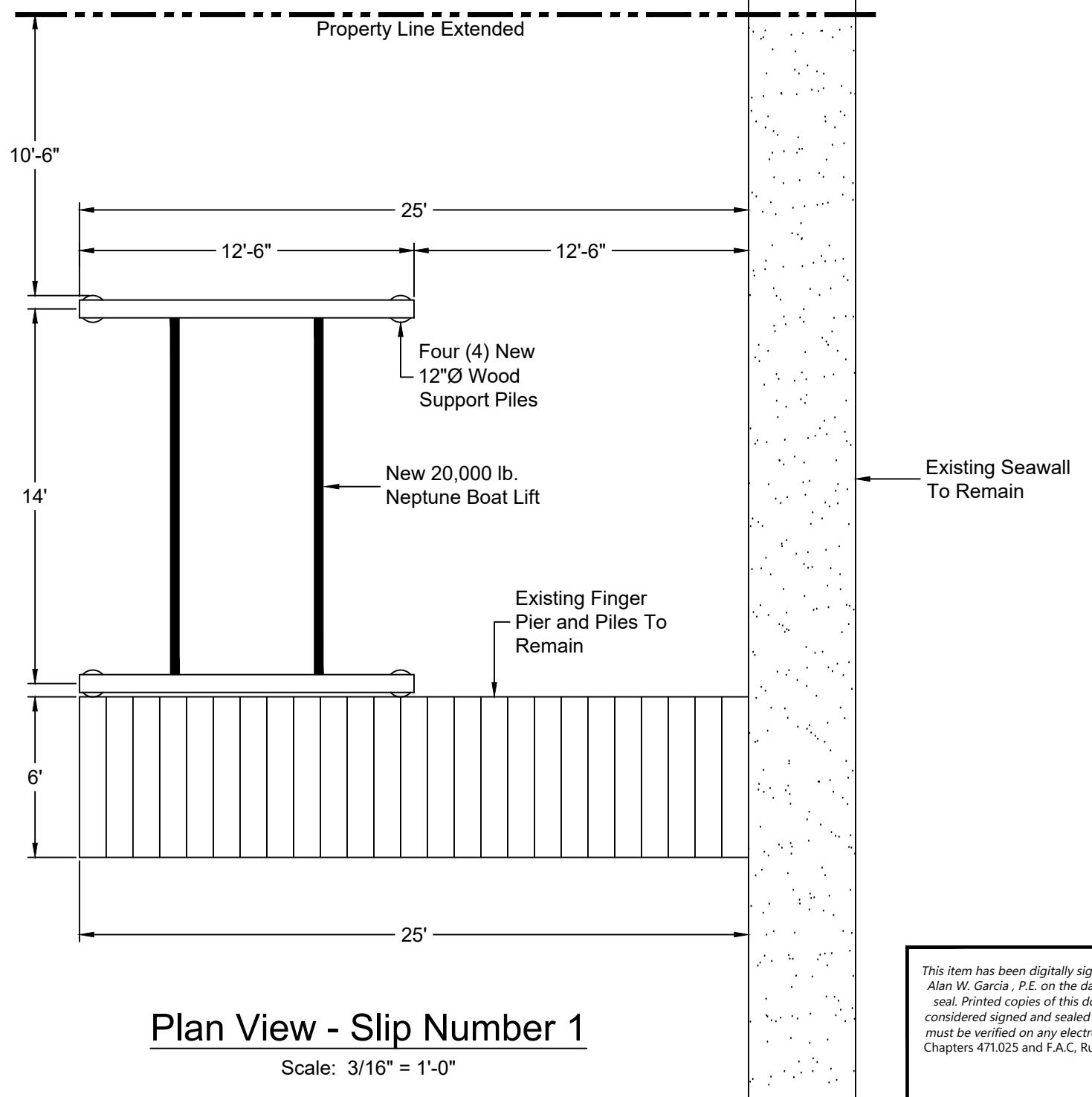
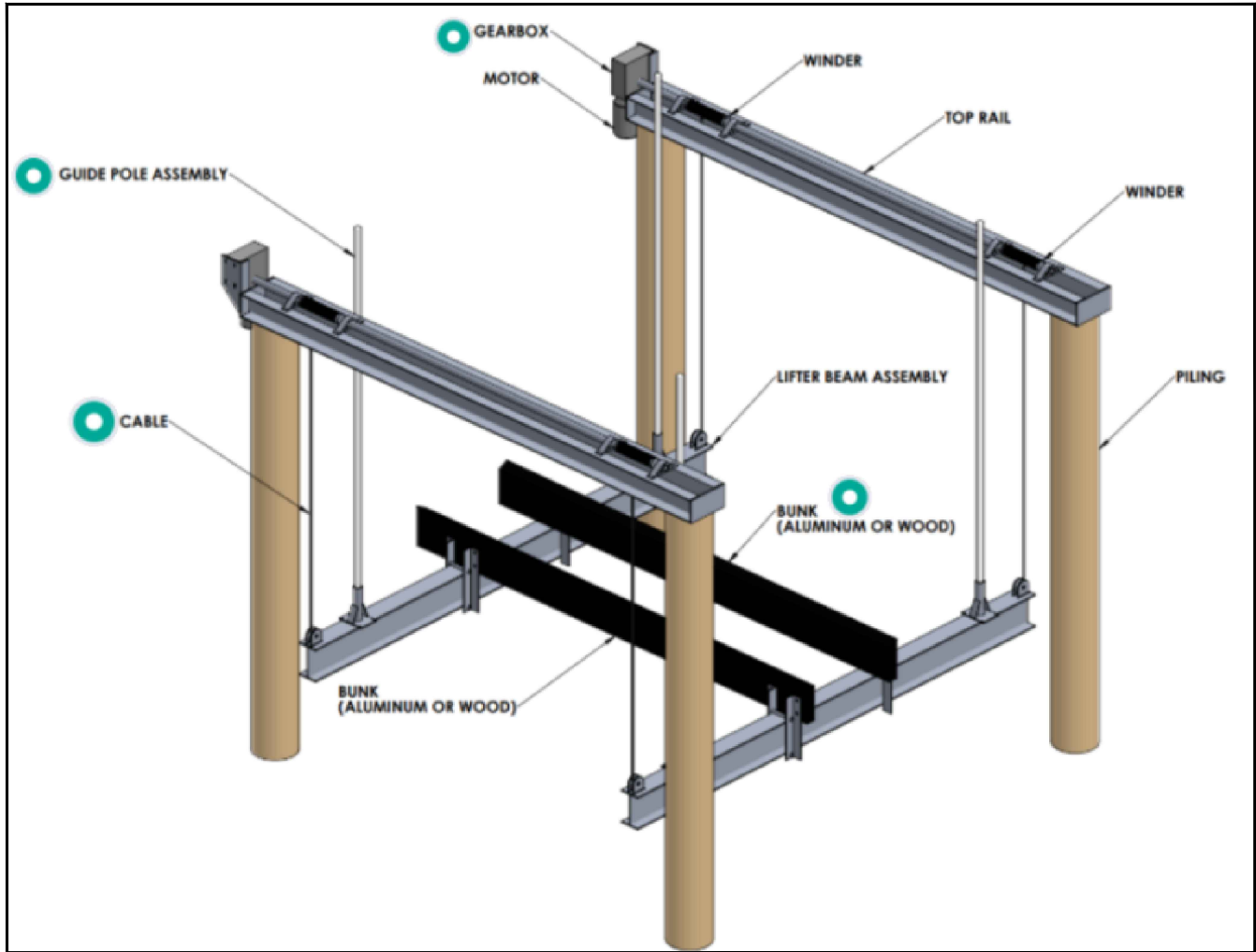
Scale: 1" = 40'

DATE	Consultant	Project Engineer	Contractor	Project Information
March 3, 2024	UNLIMITED PERMIT SERVICES, INC 902 NE 1st Street #2 Pompano Beach, FL 33060 (954) 532-0129	ALAN W. GARCIA, P.E. 4202 NW 54 Street Coconut Creek, FL 33073	SEA-TECH CONSTRUCTION INC 1649 SW 1st Way #5 Deerfield Beach, FL 33441 (954) 480-2607	Proposed Boat Lift Regency Highland Condo Assoc. Inc 3912 S Ocean Blvd Highland Beach, FL 33487

This item has been digitally signed and sealed by
Alan W. Garcia , P.E. on the date adjacent to the
seal. Printed copies of this document are not
considered signed and sealed and the signature
must be verified on any electronic copies." (F.S.,
Chapters 471.025 and F.A.C, Rule 61G15-23.004)."

ALAN W. GARCIA, P.E.
LICENSE #42564

ALAN W. GARCIA, P.E.
4202 NW 54 Street
Coconut Creek, FL 33073



Plan View - Slip Number 1

Scale: 3/16" = 1'-0"

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ALAN W. GARCIA, P.E.
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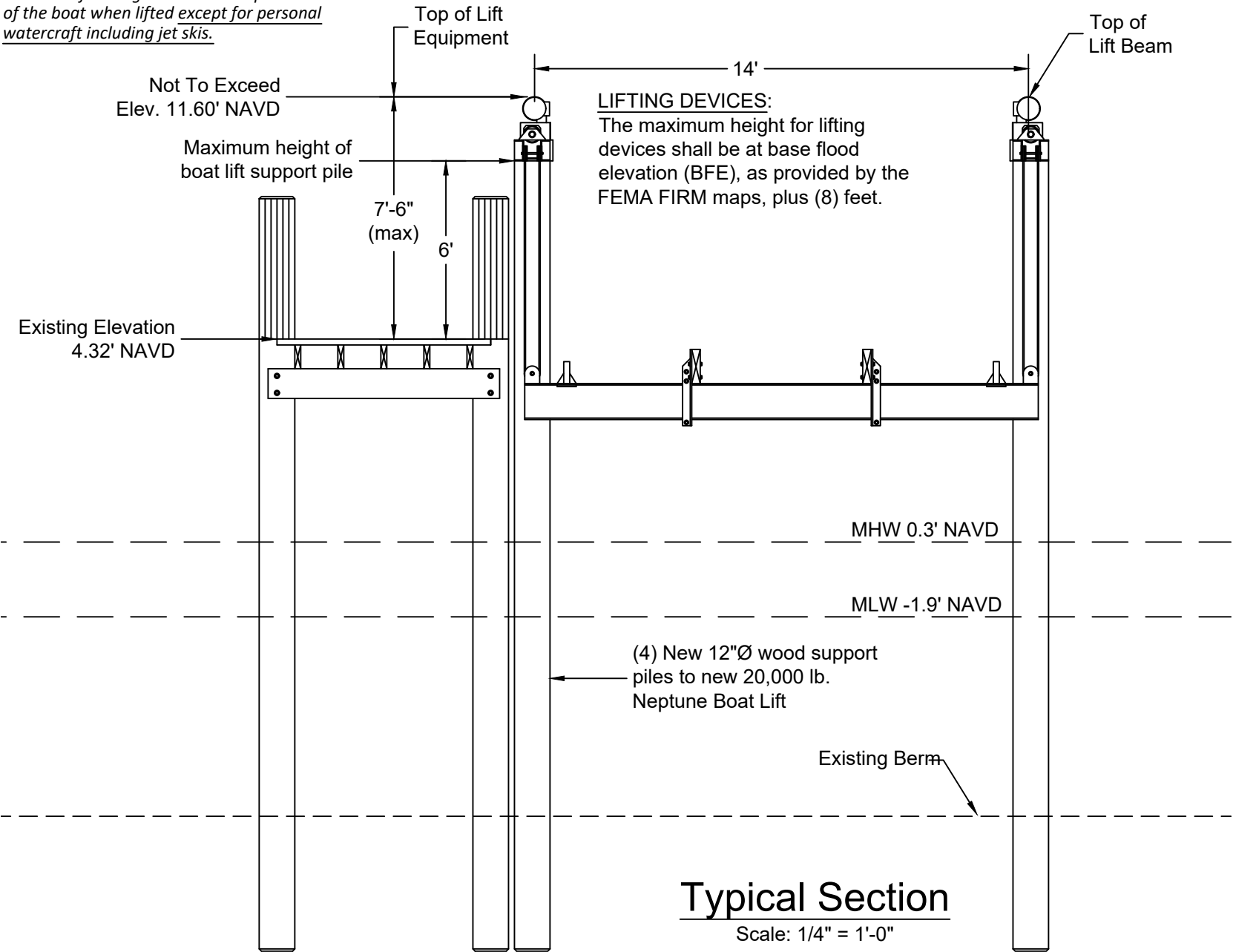
ALAN W. GARCIA, P.E.
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Coconut Creek, FL 33073

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NOTE:

Height of superstructure of boat when lifted shall be compliant with boat lift definition in Sec. 30-131 - Definitions of terms.

Boat lifts means the bottom of the keel of any boat shall not be hoisted greater than one foot above the existing seawall elevation. In no case shall the lift be higher than the superstructure of the boat when lifted except for personal watercraft including jet skis.



For Illustrative Purposes ONLY

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ALAN W. GARCIA, P.E.
LICENSE #42564

ALAN W. GARCIA, P.E.
4202 NW 54 Street
Coconut Creek, FL 33073

DATE
March 3, 2024

Consultant
UNLIMITED PERMIT SERVICES, INC 902 NE 1st Street #2 Pompano Beach, FL 33060 (954) 532-0129

Project Engineer
ALAN W. GARCIA, P.E. 4202 NW 54 Street Coconut Creek, FL 33073

Contractor
SEA-TECH CONSTRUCTION INC 1649 SW 1st Way #5 Deerfield Beach, FL 33441 (954) 480-2607

Project Information
Proposed Boat Lift Regency Highland Condo Assoc. Inc 3912 S Ocean Blvd Highland Beach, FL 33487

Boat Lift Notes:

- Design in accordance with Florida Building Code, 8th Edition (2023).
- This lifting structure has been designed to withstand wind loads associated with speeds of $V_{ult} = 180$ MPH, (3 Second Gust) Exposure 'D' without a boat on the lift per ASCE 7-22 using above ground sign/wall method. The lifting structure including boat has been designed to withstand wind speeds of $V_{sustained} = 73$ MPH, remove boat when winds approach this speed or for any named storm event. Boat shall not be stored on lift during high wind events.
- Do not scale drawings for dimensions. Licensed Contractor to verify location of existing utilities prior to commencing work. The Licensed contractor shall install and remove all shoring and bracing as required for the proper installation of the work. Licensed Contractor to obtain all permits as necessary from all Local, State, and Federal agencies.
- Aluminum: Material 6061 T6 Aluminum, all welds are minimum full fillet weld using 5556 filler 14 full fillet weld using 5556 filler alloy, all welding must conform to AISC steel construction manual currently adopted edition as inspected and verified by others. The contractor is responsible for insulating aluminum members from dissimilar metals to prevent electrolysis. Aluminum members in contact with concrete and wood shall be protected by "Koppers Bituminous Paint" or Polyethylene Tape UHMW (ultra-high molecular weight). 11.7 mils (0.30 mm) min. total thickness in accordance with current Florida Building Code.
- All anchors to be Hilti Brand or Approved Equal. All bolts shall be hot dipped galvanized or stainless steel & meet the requirements of ASTM A304 with hardened washers and hex nuts. Washers shall be used between wood & bolt head & between wood & nut. Where generic fasteners are labeled, capacities shall be equal to or greater than Hilti Kwik Bolt II or Red Head thru bolts SAE Grade 5 or better. Embedment depths specified herein are depths into solid substrate and do not included thickness of other finishes.
- MW Engineering Inc. has no control of the manufacturing, performance, or installation of this product. These generic plans were engineered in accordance with accepted engineering practices and data provided by the manufacturer. Use of this specification by contractor and permit holder Et al. indemnifies and saves harmless the engineer for all costs and damages from material fabrication, system erection, and construction practices beyond that which is called for by codes and from deviations from this design. Intellectual property of MW Engineering, Inc. All rights reserved. No part of this publication may be reproduced without prior written authorization.
- Piles shall be driven to minimum allowable bearing capacity of 10 tons minimum 8-foot or refusal and sufficiently penetrated sand or rock strata in pre-drilled or punched holes to support lift capacity, weight and loads. Each pile to carry commensurate load (Factor of Safety of 2). Sub-surface conditions can vary greatly.
- The contractor of record shall verify pile type, installation, and driving in compliance with FBC 8th ED (2023). Wood piles shall be a minimum diameter of 8", Miami Dade County requires minimum diameter of 12", 2.5 lb. ACQ treated in accordance with Florida Building Code. Concrete piles shall be 12" x 12" square, attain 6000 psi compressive strength in 28 days and shall be reinforced with four - 7/16" diameter lo-lax strands, 270 kips, and 5 ga. spiral ties.
- Pilings described herein are considered to be part of the host structure and are not part of this certification. The pilings and existing host structure, if any, must be capable of supporting the loaded system as verified by the permit holder and contractor of record. No warranty, either express or implied is contained herein.

Consultant**UNLIMITED PERMIT
SERVICES, INC**

Marine Design & Consulting
902 NE 1st Street #2
Pompano Beach, FL 33060
(954) 532-0129
Office@unlimitedps.net

Project Engineer

ALAN W. GARCIA, P.E.
4202 NW 54 Street
Coconut Creek, FL 33073

Contractor

**SEA-TECH
CONSTRUCTION INC**

1649 SW 1st Way #5
Deerfield Beach, FL 33441
(954) 480-2607

Project Information

Proposed Boat Lift

Regency Highland Condo
Assoc. Inc
3912 S Ocean Blvd
Highland Beach, FL 33487

DATE _____

2-26-25

This item has been digitally signed and sealed by Alan W. Garcia, P.E. on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies." (F.S., Chapters 471.025 and F.A.C. Rule 61G15-23.004).

ALAN W. GARCIA, P.E.
LICENSE #42564

ALAN W. GARCIA, P.E.
4202 NW 54 Street
Coconut Creek, FL 33073

GENERAL NOTES:

1. Construction to follow the Florida Building Code 8th Edition (2023) and amendments as applicable and all Local, State and Federal Laws.
2. Licensed contractor shall verify the existing conditions prior to the commencement of the work. Any conflicts or omissions between existing conditions or the various elements of the working drawing shall be brought to the attention of the Engineer prior to the commencement of the work. The Licensed Contractor and all subcontractors are responsible for all lines, elevations, and measurements in connection with their work.
3. Do not scale drawings for dimensions.
4. Any deviation and/or substitution from the information provided herein shall be submitted to the Engineer for approval prior to commencement of work.
5. All unanticipated or unforeseen demolition and/or new construction conditions which require deviation from the plans and notes herein shall be reported to the Engineer prior to commencement of work.
6. All new work and/or materials shall conform to all requirements of each administrative body having jurisdiction in each appertaining circumstance.
7. All new materials and/or patchwork shall be provided to match existing materials and/or adjoining work where practical except as specifically noted herein.
8. Licensed Contractor to shall use all possible care to protect all existing materials, surfaces, and furnishings from damage during all phases of construction.
9. Licensed Contractor to verify location of existing utilities prior to commencing work.
10. The Licensed contractor to install and remove all shoring and bracing as required for the proper execution of the work.
11. Licensed Contractor to obtain all permits as necessary from all Local, State, and Federal agencies.
12. Turbidity barriers to be marked with site contractor's company name using permanent markings no smaller than 3 inches in height on the top of the barrier.

PILE DRIVING:

1. Piles shall be driven using an approved cushion block consisting of material so arranged so as to provide the transmission of hammer energy.
2. Piles shall be driven to a minimum allowable bearing capacity of 10 tons for wood, 25 tons for concrete, and 5 tons for pin piles, a minimum of 8' into berm or refusal.
3. Piles shall be driven with a drop hammer or gravity hammer provided the hammer shall weight no less than 3,000 pounds, and the fall of the hammer shall not exceed 6'.
4. Piles shall be driven with a variation of not more than $\frac{1}{4}$ inch per foot from the vertical, or from the batter line indicated, with a maximum variation of the head of the pile from the position shown on the plans of not more than three inches.
5. Where piling must penetrate strata offering high resistance to driving, the structural engineer of record or special inspector may require that the piles be set in pre-drilled or punched holes. The piles shall reach their final penetration by driving.

PILE NOTES:

1. Wood piles to be 2.5 lb. ACQ treated in accordance with the Florida Building Code.
2. Wood piles shall be a minimum diameter of 10", Miami Dade County requires minimum diameter of 12".

WOOD DOCK NOTES:

1. All materials to be pressure treated pine unless otherwise noted.
2. All frame work materials to be Southern Pine Grade #1
3. All Decking materials to be grade #1 unless otherwise noted.
4. All hardware to be Stainless Steel or Galvanized unless otherwise noted.

Consultant

UNLIMITED PERMIT SERVICES, INC
Marine Design & Consulting
902 NE 1st Street #2
Pompano Beach, FL 33060
(954) 532-0129
Office@unlimitedps.net

Project Engineer

ALAN W. GARCIA, P.E.
4202 NW 54 Street
Coconut Creek, FL 33073

Contractor

SEA-TECH CONSTRUCTION INC
1649 SW 1st Way #5
Deerfield Beach, FL 33441
(954) 480-2607

Project Information

Proposed Boat Lift
Regency Highland Condo
Assoc. Inc
3912 S Ocean Blvd
Highland Beach, FL 33487

DATE

2-26-25

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ALAN W. GARCIA, P.E.
LICENSE #42564

ALAN W. GARCIA, P.E.
4202 NW 54 Street
Coconut Creek, FL 33073

From: Office_unlimitedps.net
To: [Ingrid Allen](#)
Subject: Re: Notification from MGO Connect - New comment posted on project PZ-25-37
Date: Thursday, November 20, 2025 10:54:30 AM
Attachments: [image001.png](#)
[image002.png](#)
[image.png](#)
[Outlook-km1km2x5.png](#)
[3912 Plans.pdf](#)


Oh, okay, I was thinking you wanted the emails with attachments you could access.


The plans that were attached in those emails are now attached to this email.


50-0205712-005-EE - Regency Highland Condominium - Michael Kaczynski - 3912 S Ocean Blvd - Highland Beach

Copy to ▾ | Reply | Reply all | Forward ▾ | Zoom | Quick steps

50-0205712-005-EE - Regency Highland Condominium - Michael Kaczynski - 3912 S Ocean Blvd - Highland Beach

 **Kathy Cartier**
To: ○ Meuser, Julia


 **FDEP Approval.pdf**
3 MB


 **3912 Plans.pdf**
3 MB


SAJ-2025-02086(RGP-JCP) - Michael Kaczynski - 3912 S Ocean Blvd - Highland Beach

Copy to ▾ | Reply | Reply all | Forward ▾ | Zoom | Quick steps

SAJ-2025-02086(RGP-JCP) - Michael Kaczynski - 3912 S Ocean Blvd - Highland Beach

 **Kathy Cartier**
To: ○ Pempek, Jonathan C CIV USARMY CESAJ (USA)


 **ACOE Approval.pdf**
3 MB

 **3912 Plans.pdf**
3 MB

2 attachments (6 MB) | Save All Attachments

Thank you,

Danielle Moulton

	Unlimited Permit Services, Inc. <i>Expert Marine Permitting & Engineering Consulting in Florida</i> www.unlimitedps.net 902 NE 1 Street, Suite #2 Pompano Beach, Florida 33060 Office (954) 532-0129 ext.2
---	--

From: Ingrid Allen <iallen@highlandbeach.us>
Sent: Thursday, November 20, 2025 9:49 AM
To: Office unlimitedps.net <office@unlimitedps.net>
Subject: RE: Notification from MGO Connect - New comment posted on project PZ-25-37

The attachments you provided are the actual emails which you already uploaded into the portal. I asked for the corrected **plans** that you emailed to both agencies.



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

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.

From: Office unlimitedps.net <office@unlimitedps.net>
Sent: Wednesday, November 19, 2025 4:27 PM
To: Ingrid Allen <iallen@highlandbeach.us>
Subject: RE: Notification from MGO Connect - New comment posted on project PZ-25-37

Hi Ingrid,

Please see the attached emails containing the plans in question.

Please let me know if you need anything else.

Thank you,

Danielle Moulton



Unlimited Permit Services, Inc.
*Expert Marine Permitting & Engineering
Consulting in Florida* www.unlimitedps.net
902 NE 1 Street, Suite #2
Pompano Beach, Florida 33060
Office (954) 532-0129 ext.2

From: no-reply@mygovernmentonline.org <no-reply@mygovernmentonline.org>

Sent: Wednesday, November 19, 2025 4:07 PM

To: Office unlimitedps.net <office@unlimitedps.net>

Subject: Notification from MGO Connect - New comment posted on project PZ-25-37

Notification from MGO Connect

This is an automatic notification for project number [PZ-25-37](#), located at 3912 S OCEAN BLVD 1415 HIGHLAND BEACH FL 33487.

The following comment was left by Ingrid Allen

Email me the "corrected" plans you provided to FDEP (on 11-7-25) and ACOE (on 11/17/25). Note, always upload in any corrective email correspondence with FDEP and ACOE, the corresponding corrective plans.

[Open comment](#)



FLORIDA DEPARTMENT OF Environmental Protection

Ron DeSantis
Governor

Alexis A. Lambert
Secretary

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

August 1, 2025

Regency Highland Condominium Association, Inc.
c/o Jordan Galatz
3912 S Ocean Boulevard 402
Highland Beach, FL 33487
Sent via e-mail: Mikekaczynski@comcast.net

Michael Kaczynski
3912 S Ocean Boulevard 1415
Highland Beach, FL 33487
Sent via e-mail: Mikekaczynski@comcast.net

Re: File No.: 50-0205712-005-EE
File Name: Slip #1 Boat Lift Replacement

Dear Jordan Galatz and Michael Kaczynski:

On July 11, 2025, we received your request for verification of exemption to replace a boat lift within an existing mooring area (Slip No. 1) in the same location. The project is located in the Intracoastal Waterway, Class III Waters, adjacent to 3912 S Ocean Boulevard, Highland Beach (Section 04, Township 47 South, Range 43 East), in Palm Beach County (Latitude N 26°24'18.9659", Longitude W 80°4' 4.0314").

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 did not qualify for the federal authorization of this verification request. **Additional authorization must be obtained prior to commencement of the proposed activity.** This letter does not relieve you from the responsibility of obtaining other federal, state, or local authorizations that may be required for the activity. Please refer to the specific section(s) dealing with that portion of the review below for advice on how to proceed.

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 Julia Meuser at the letterhead address or at Julia.Meuser@FloridaDEP.gov.

1. Regulatory Review – VERIFIED

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

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 - NOT APPROVED

Your proposed activity as outlined on your application and attached drawings **does not qualify** for Federal authorization pursuant to the State Programmatic General Permit and a **SEPARATE permit** or authorization **shall be required** from the Corps. You must apply separately to the Corps using their APPLICATION FOR DEPARTMENT OF THE ARMY PERMIT, ENG FORM 4345, or alternative as allowed by their regulations. More information on Corps permitting may be found online in the Jacksonville District Regulatory Division Source Book at: <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 a subsequent 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. 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 Palm Beach County, Florida.

STATE OF FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION



Danielle C. Sattelberger
Environmental Administrator
Southeast District

Enclosures:

Attachment A- Specific Exemption Rule
Project drawings, 8 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, Julia Meuser
Kathy Cartier, Unlimited Permit Services, Inc kathyc@unlimitedps.net

Additional mailings:

Matt Mitchell, Palm Beach County, Environmental Resources, 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

08/01/2025
Date

Attachment A

Chapter 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., and Chapters 18-18, 18-20, and 18-21, F.A.C., as applicable.

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

(h) The installation of a pile-supported boat lift within an existing mooring area at a docking facility that is legally in existence, provided:

1. Such installation does not conflict with a condition of a permit issued thereunder;
2. The boat lift does not include additional structures, such as platforms, cat walks, and roofs.

Rulemaking Authority 373.026(7), 373.043, 373.4131, 373.4145, 403.805(1) FS. Law Implemented 373.406, 373.4131, 373.4145, 373.415, 403.813(1) FS. History—New 10-1-13, Amended 6-1-18.

Existing Elevator Lift To Be
Removed and Replaced
with a New 20,000 lb.
Neptune Boat Lift

Existing Finger Pier &
Boat Lift To Remain

Existing Finger Pier &
Boat Lift To Remain

Existing Finger Pier &
Boat Lift To Remain

Existing Finger Pier &
Boat Lifts To Remain

Existing Finger
Pier To Remain

Existing Finger Pier &
Boat Lifts To Remain

Existing Finger Pier &
Boat Lifts To Remain

Existing Finger
Pier To Remain

Existing Finger Pier &
Boat Lifts To Remain

Slip Numbers

Existing Seawall

Existing Improvements Not Shown

Existing Pool



Location Map

Site Plan

Scale: 1" = 40'

DATE

March 3, 2024

Consultant

UNLIMITED PERMIT SERVICES, INC
902 NE 1st Street #2
Pompano Beach, FL 33060
(954) 532-0129

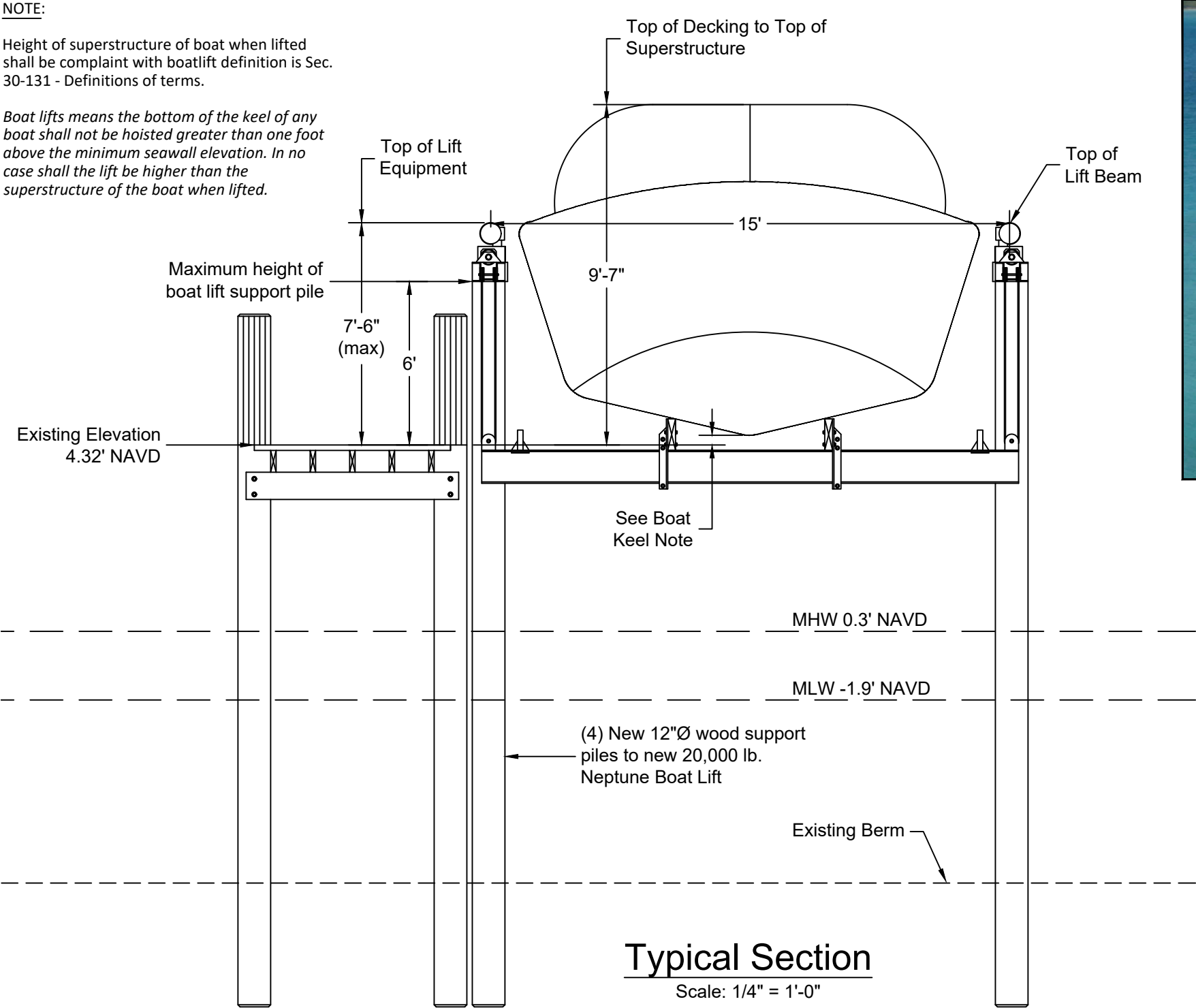
Project Engineer

Contractor

SEA-TECH CONSTRUCTION INC
1649 SW 1st Way #5
Deerfield Beach, FL 33441
(954) 480-2607

Project Information

Proposed Boat Lift
Regency Highland Condo Assoc. Inc
3912 S Ocean Blvd
Highland Beach, FL 33487



BOAT KEEL NOTE:

Boat Keel to be a maximum of one foot above the minimum seawall elevation when lifted.

Boat lift means the bottom of the keel of any boat shall not be hoisted greater than one foot above the minimum seawall elevation.

In no case shall the lift be higher than the superstructure of the boat when lifted.

DATE
March 3, 2024

Consultant
UNLIMITED PERMIT SERVICES, INC 902 NE 1st Street #2 Pompano Beach, FL 33060 (954) 532-0129

Project Engineer

Contractor
SEA-TECH CONSTRUCTION INC 1649 SW 1st Way #5 Deerfield Beach, FL 33441 (954) 480-2607

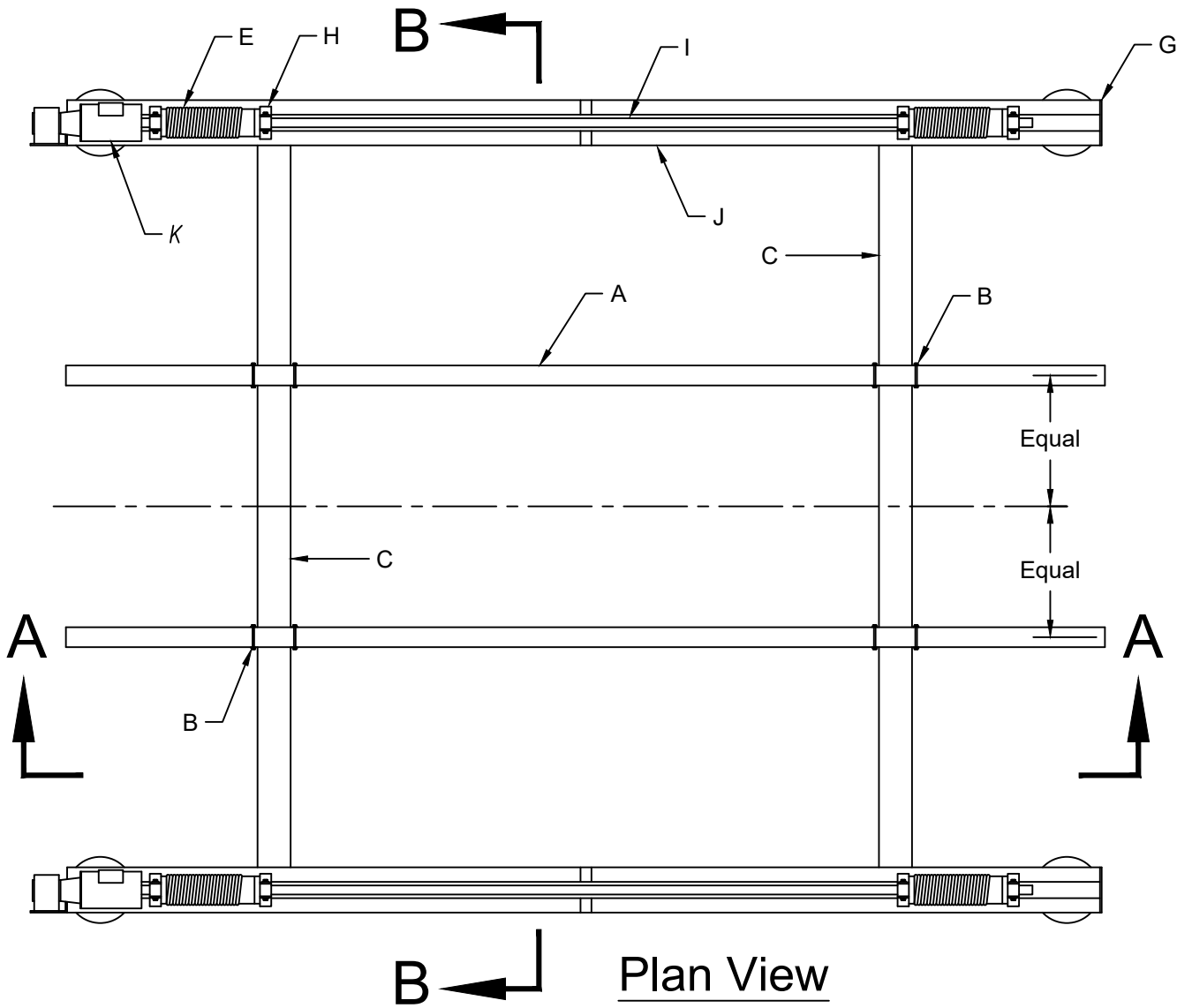
Project Information
Proposed Boat Lift Regency Highland Condo Assoc. Inc 3912 S Ocean Blvd Highland Beach, FL 33487

BUNK NOTE:
Or Aluminum Equivalent with
Protective Cap

Components

A
B
C
D
E
F
G
H
I
J
K
L
M

Lift Capacity (In Pounds)	20,000
Bunk (See Note)	3"x10" Pressure Treated Southern Yellow Pine #1 - See Bunk Note
Bunk Bracket Support	$\frac{1}{4}$ "x2"x2"
Lifter Beam	AA I 10"x10.3
Sheave Pulley Plate	$\frac{1}{4}$ "x4"x5" Angle
Cable Size (Stainless Steel)	$\frac{5}{16}$ " Diameter 7x19 SS 304 (3 Part)
Piling Mounting Bracket	$\frac{3}{8}$ "x3"x12" Flat Bar
Carrier Beam End Plate	$\frac{1}{4}$ "x5" Flat Bar
Drive Shaft Bearing Block	2"x3" Flat Bar
Drive Shaft	1-1/2" Nominal Diameter Schedule 80 Galvanized Pipe
Top Carrier Assembly 2 C-Channels Per Assembly	AA CS 8"x4.3
Motor Size (Horse Power/Voltage)	
Top Carrier Connector	$\frac{3}{8}$ "x3"x12" Flat Bar
Guide Post Socket	2" Nominal Diameter Schedule 80 Aluminum Pipe



DATE
March 3, 2024

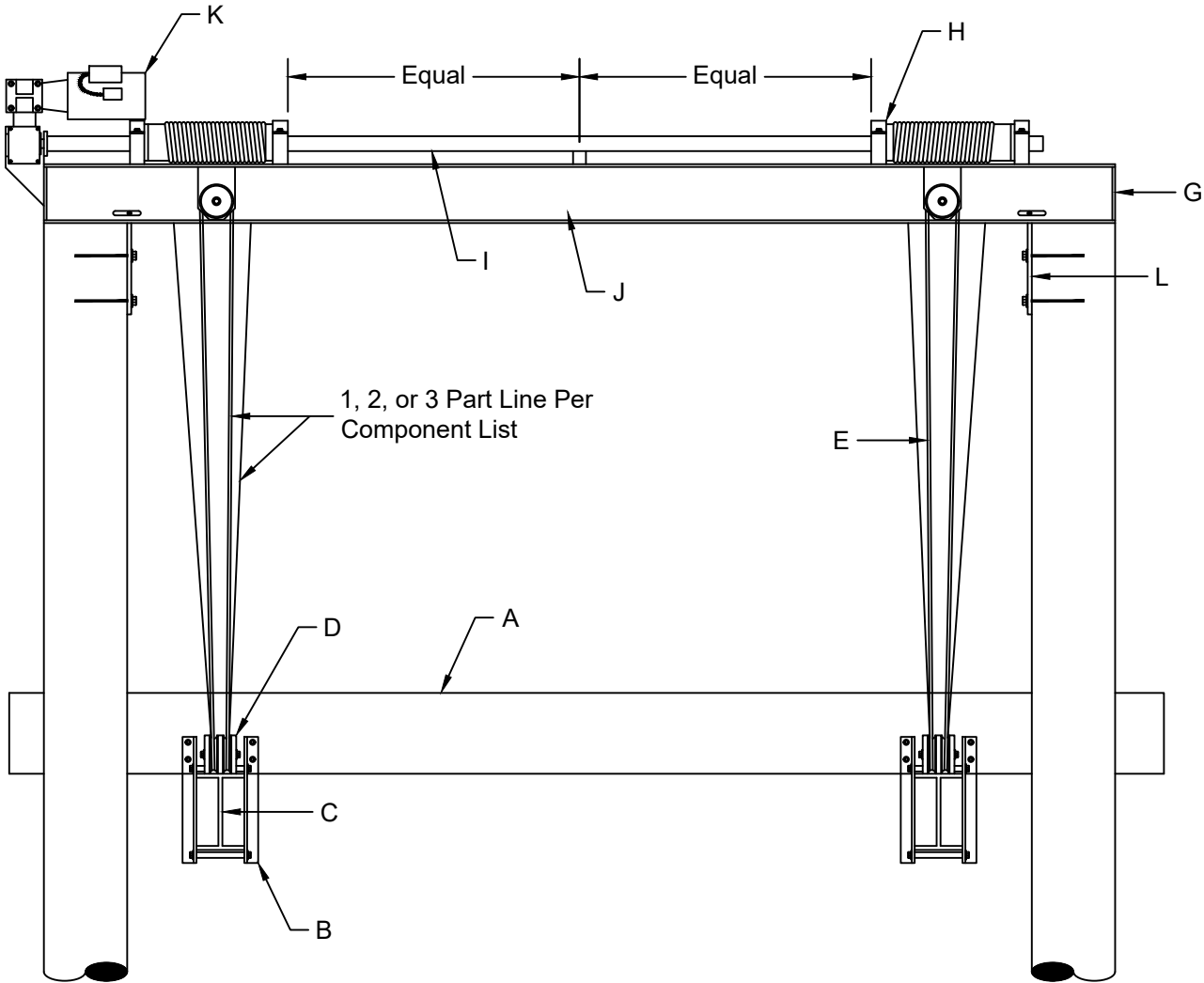
Consultant
UNLIMITED PERMIT SERVICES, INC 902 NE 1st Street #2 Pompano Beach, FL 33060 (954) 532-0129

Project Engineer

Contractor
SEA-TECH CONSTRUCTION INC 1649 SW 1st Way #5 Deerfield Beach, FL 33441 (954) 480-2607

Project Information
Proposed Boat Lift Regency Highland Condo Assoc. Inc 3912 S Ocean Blvd Highland Beach, FL 33487

	BUNK NOTE: Or Aluminum Equivalent with Protective Cap		Components
	Lift Capacity (In Pounds)	20,000	
A	Bunk (See Note)	3"x10" Pressure Treated Southern Yellow Pine #1 - See Bunk Note	
B	Bunk Bracket Support	¼"x2"x2"	
C	Lifter Beam	AA I 10"x10.3	
D	Sheave Pulley Plate	¼"x4"x5" Angle	
E	Cable Size (Stainless Steel)	5/16" Diameter 7x19 SS 304 (3 Part)	
F	Piling Mounting Bracket	3/8"x3"x12" Flat Bar	
G	Carrier Beam End Plate	¼"x5" Flat Bar	
H	Drive Shaft Bearing Block	2"x3" Flat Bar	
I	Drive Shaft	1-1/2" Nominal Diameter Schedule 80 Galvanized Pipe	
J	Top Carrier Assembly 2 C-Channels Per Assembly	AA CS 8"x4.3	
K	Motor Size (Horse Power/Voltage)		
L	Top Carrier Connector	3/8"x3"x12" Flat Bar	
M	Guide Post Socket	2" Nominal Diameter Schedule 80 Aluminum Pipe	



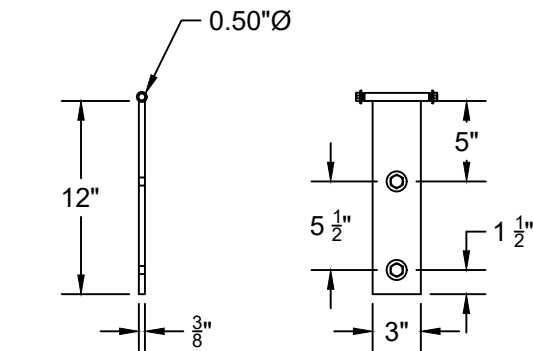
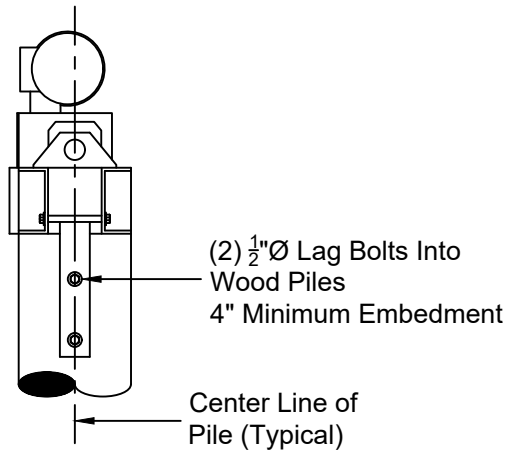
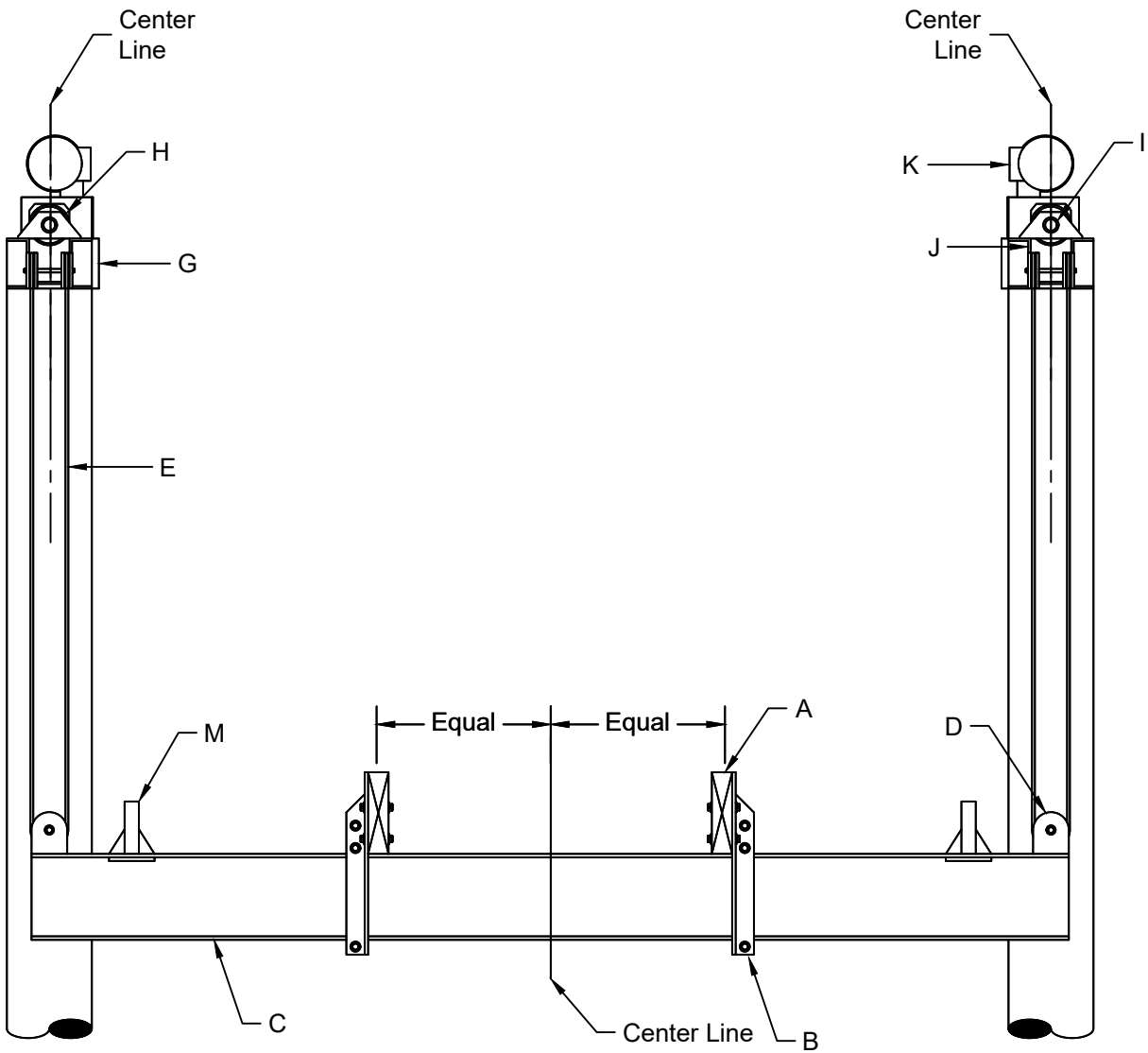
Typical Cross Section A-A

Scale: 3/8" = 1'=0"

DATE	<u>Consultant</u>	<u>Project Engineer</u>	<u>Contractor</u>	<u>Project Information</u>	Sheet 5 of 8
March 3, 2024	UNLIMITED PERMIT SERVICES, INC		SEA-TECH CONSTRUCTION INC	Proposed Boat Lift	
	902 NE 1st Street #2		1649 SW 1st Way #5	Regency Highland Condo Assoc. Inc	
	Pompano Beach, FL 33060		Deerfield Beach, FL 33441	3912 S Ocean Blvd	
	(954) 532-0129		(954) 480-2607	Highland Beach, FL 33487	

Page 3

BUNK NOTE: Or Aluminum Equivalent with Protective Cap			Components
	Lift Capacity (In Pounds)	20,000	
A	Bunk (See Note)	3"x10" Pressure Treated Southern Yellow Pine #1 - See Bunk Note	
B	Bunk Bracket Support	1/4"x2"x2"	
C	Lifter Beam	AA I 10"x10.3	
D	Sheave Pulley Plate	1/4"x4"x5" Angle	
E	Cable Size (Stainless Steel)	5/16" Diameter 7x19 SS 304 (3 Part)	
F	Piling Mounting Bracket	3/8"x3"x12" Flat Bar	
G	Carrier Beam End Plate	1/4"x5" Flat Bar	
H	Drive Shaft Bearing Block	2"x3" Flat Bar	
I	Drive Shaft	1-1/2" Nominal Diameter Schedule 80 Galvanized Pipe	
J	Top Carrier Assembly 2 C-Channels Per Assembly	AA CS 8"x4.3	
K	Motor Size (Horse Power/Voltage)		
L	Top Carrier Connector	3/8"x3"x12" Flat Bar	
M	Guide Post Socket	2" Nominal Diameter Schedule 80 Aluminum Pipe	



Mounting Bracket Detail

Typical Cross Section B-B

Scale: 3/8" = 1'=0"

DATE
March 3, 2024

Consultant
UNLIMITED PERMIT SERVICES, INC
902 NE 1st Street #2
Pompano Beach, FL 33060
(954) 532-0129

Project Engineer

Contractor
SEA-TECH CONSTRUCTION INC
1649 SW 1st Way #5
Deerfield Beach, FL 33441
(954) 480-2607

Project Information
Proposed Boat Lift
Regency Highland Condo Assoc. Inc
3912 S Ocean Blvd
Highland Beach, FL 33487

<div>Boat Lift Notes:</div> <ul style="list-style-type: none">Design in accordance with Florida Building Code, 8th Edition (2023).This lifting structure has been designed to withstand wind loads associated with speeds of V (ult) = 180 MPH, (3 Second Gust) Exposure 'D' without a boat on the lift per ASCE 7-22 using above ground sign/wall method. The lifting structure including boat has been designed to withstand wind speeds of V (sustained) = 73 MPH, remove boat when winds approach this speed or for any named storm event. Boat shall not be stored on lift during high wind events.Do not scale drawings for dimensions. Licensed Contractor to verify location of existing utilities prior to commencing work. The Licensed contractor shall install and remove all shoring and bracing as required for the proper installation of the work. Licensed Contractor to obtain all permits as necessary from all Local, State, and Federal agencies.Aluminum: Material 6061 T6 Aluminum, all welds are minimum full fillet weld using 5556 filler 14 full fillet weld using 5556 filler alloy, all welding must conform to AISC steel construction manual currently adopted edition as inspected and verified by others. The contractor is responsible for insulating aluminum members from dissimilar metals to prevent electrolysis. Aluminum members in contact with concrete and wood shall be protected by "Koppers Bituminous Paint" or Polyethylene Tape UHMW (ultra-high molecular weight). 11.7 mils (0.30 mm) min. total thickness in accordance with current Florida Building Code.All anchors to be Hilti Brand or Approved Equal. All bolts shall be hot dipped galvanized or stainless steel & meet the requirements of ASTM A304 with hardened washers and hex nuts. Washers shall be used between wood & bolt head & between wood & nut. Where generic fasteners are labeled, capacities shall be equal to or greater than Hilti Kwik Bolt II or Red Head thru bolts SAE Grade 5 or better. Embedment depths specified herein are depths into solid substrate and do not included thickness of other finishes.MW Engineering Inc. has no control of the manufacturing, performance, or installation of this product. These generic plans were engineered in accordance with accepted engineering practices and data provided by the manufacturer. Use of this specification by contractor and permit holder Et al. indemnifies and saves harmless the engineer for all costs and damages from material fabrication, system erection, and construction practices beyond that which is called for by codes and from deviations from this design. Intellectual property of MW Engineering, Inc. All rights reserved. No part of this publication may be reproduced without prior written authorization.Piles shall be driven to minimum allowable bearing capacity of 10 tons minimum 8-foot or refusal and sufficiently penetrated sand or rock strata in pre-drilled or punched holes to support lift capacity, weight and loads. Each pile to carry commensurate load (Factor of Safety of 2). Sub-surface conditions can vary greatly.The contractor of record shall verify pile type, installation, and driving in compliance with FBC 8th ED (2023). Wood piles shall be a minimum diameter of 8", Miami Dade County requires minimum diameter of 12", 2.5 lb. ACQ treated in accordance with Florida Building Code. Concrete piles shall be 12” x 12” square, attain 6000 psi compressive strength in 28 days and shall be reinforced with four - 7 /16" diameter lo-lax strands, 270 kips, and 5 ga. spiral ties.Pilings described herein are considered to be part of the host structure and are not part of this certification. The pilings and existing host structure, if any, must be capable of supporting the loaded system as verified by the permit holder and contractor of record. No warranty, either express or implied is contained herein.	<div>Consultant</div> <div>UNLIMITED PERMIT SERVICES, INC Marine Design & Consulting 902 NE 1st Street #2 Pompano Beach, FL 33060 (954) 532-0129 Office@unlimitedps.net</div>
	<div>Project Engineer</div>
	<div>Contractor</div> <div>SEA-TECH CONSTRUCTION INC 1649 SW 1st Way #5 Deerfield Beach, FL 33441 (954) 480-2607</div>
	<div>Project Information</div> <div>Proposed Boat Lift Regency Highland Condo Assoc. Inc 3912 S Ocean Blvd Highland Beach, FL 33487</div>
	<div>DATE</div>
	<div>2-26-25</div>

GENERAL NOTES:

1. Construction to follow the Florida Building Code 8th Edition (2023) and amendments as applicable and all Local, State and Federal Laws.
2. Licensed contractor shall verify the existing conditions prior to the commencement of the work. Any conflicts or omissions between existing conditions or the various elements of the working drawing shall be brought to the attention of the Engineer prior to the commencement of the work. The Licensed Contractor and all subcontractors are responsible for all lines, elevations, and measurements in connection with their work.
3. Do not scale drawings for dimensions.
4. Any deviation and/or substitution from the information provided herein shall be submitted to the Engineer for approval prior to commencement of work.
5. All unanticipated or unforeseen demolition and/or new construction conditions which require deviation from the plans and notes herein shall be reported to the Engineer prior to commencement of work.
6. All new work and/or materials shall conform to all requirements of each administrative body having jurisdiction in each appertaining circumstance.
7. All new materials and/or patchwork shall be provided to match existing materials and/or adjoining work where practical except as specifically noted herein.
8. Licensed Contractor to shall use all possible care to protect all existing materials, surfaces, and furnishings from damage during all phases of construction.
9. Licensed Contractor to verify location of existing utilities prior to commencing work.
10. The Licensed contractor to install and remove all shoring and bracing as required for the proper execution of the work.
11. Licensed Contractor to obtain all permits as necessary from all Local, State, and Federal agencies.
12. Turbidity barriers to be marked with site contractor's company name using permanent markings no smaller than 3 inches in height on the top of the barrier.

PILE DRIVING:

1. Piles shall be driven using an approved cushion block consisting of material so arranged so as to provide the transmission of hammer energy.
2. Piles shall be driven to a minimum allowable bearing capacity of 10 tons for wood, 25 tons for concrete, and 5 tons for pin piles, a minimum of 8' into berm or refusal.
3. Piles shall be driven with a drop hammer or gravity hammer provided the hammer shall weight no less than 3,000 pounds, and the fall of the hammer shall not exceed 6'.
4. Piles shall be driven with a variation of not more than $\frac{1}{4}$ inch per foot from the vertical, or from the batter line indicated, with a maximum variation of the head of the pile from the position shown on the plans of not more than three inches.
5. Where piling must penetrate strata offering high resistance to driving, the structural engineer of record or special inspector may require that the piles be set in pre-drilled or punched holes. The piles shall reach their final penetration by driving.

PILE NOTES:

1. Wood piles to be 2.5 lb. ACQ treated in accordance with the Florida Building Code.
2. Wood piles shall be a minimum diameter of 10", Miami Dade County requires minimum diameter of 12".

WOOD DOCK NOTES:

1. All materials to be pressure treated pine unless otherwise noted.
2. All frame work materials to be Southern Pine Grade #1
3. All Decking materials to be grade #1 unless otherwise noted.
4. All hardware to be Stainless Steel or Galvanized unless otherwise noted.

Consultant
UNLIMITED PERMIT SERVICES, INC
Marine Design & Consulting
902 NE 1st Street #2
Pompano Beach, FL 33060
(954) 532-0129
Office@unlimitedps.net

Project Engineer

Contractor
SEA-TECH CONSTRUCTION INC
1649 SW 1st Way #5
Deerfield Beach, FL 33441
(954) 480-2607

Project Information
Proposed Boat Lift
Regency Highland Condo Assoc. Inc
3912 S Ocean Blvd
Highland Beach, FL 33487

DATE
2-26-25



Kathy Cartier

From: Pempek, Jonathan C CIV USARMY CESAJ (USA) <Jonathan.C.Pempek@usace.army.mil>
Sent: Monday, November 17, 2025 10:39 AM
To: Kathy Cartier
Subject: RE: [Non-DoD Source] SAJ-2025-02086(RGP-JCP) - Michael Kaczynski - 3912 S Ocean Blvd - Highland Beach

Kathy,

The changes still meet the GP-20. Please simply clarify this on the self-certification attached to the permit. No further action is required by the Corps. I apologize for not catching this.

V/r

Jonathan Pempek
U.S. Army Corps of Engineers
Jacksonville District
Compliance and Enforcement
(561) 685-1708

From: Kathy Cartier <kathyc@unlimitedps.net>
Sent: Monday, November 17, 2025 10:27 AM
To: Pempek, Jonathan C CIV USARMY CESAJ (USA) <Jonathan.C.Pempek@usace.army.mil>
Subject: [Non-DoD Source] SAJ-2025-02086(RGP-JCP) - Michael Kaczynski - 3912 S Ocean Blvd - Highland Beach

Good morning Jon!

You recently processed the referenced request for verification of Regional General Permit (RGP) SAJ-20. There was a minor discrepancy in the width of the proposed boatlift on Sheet 2 and 3 of the plan set; Sheet 2 identified the width as 14' and Sheet 3 showed the width as 15'. Please see corrected plans attached. Could you please confirm that the RGP authorization that the ACOE issued on July 23, 2025, remains valid? The Town of Highland Beach has requested this confirmation.

Thank you very much,



Kathy Cartier
Unlimited Permit Services, Inc
902 NE 1 Street, Suite #2
Pompano Beach, Florida 33060
Office (954) 532-0129 ext. 3
kathyc@unlimitedps.net



DEPARTMENT OF THE ARMY
U.S. ARMY CORPS OF ENGINEERS, JACKSONVILLE DISTRICT
701 SAN MARCO BOULEVARD
JACKSONVILLE, FLORIDA 32207

July 23, 2025

Regulatory Division
South Permits Branch
Compliance and Enforcement Section
SAJ-2025-02086(RGP-JCP)

Michael Kaczynski
3912 S Ocean Blvd, Apt 1415
Boca Raton, FL 33487
Sent via email: mikekaczynski@comcast.net

Dear Mr. Kaczynski:

The U.S. Army Corps of Engineers (Corps) has completed its review of your application for a Department of the Army permit, received on July 10, 2025. Your application was assigned file number SAJ-2025-02086. A review of the information and drawings provided indicates that the proposed work would result in the removal of an existing elevator boat lift in Slip #1 of a private 18-slip marina and installation of a new 20,000-lb capacity 4-post boat lift supported by four (4) new wood piles.

The activities subject to this permit are authorized pursuant to authorities under Section 10 of the Rivers and Harbors Act of 1899 (33 U.S.C. §403). The project is located in the Intracoastal Waterway, at 3912 S Ocean Blvd, Highland Beach, in Section 4, Township 47 South, Range 43 East, Palm Beach County, Florida.

This letter verifies your project, as described above and depicted on the enclosed drawings, is authorized by Regional General Permit (RGP) SAJ-20, and any subsequent modifications, if applicable. This RGP authorization is valid until March 28, 2028. If you commence, or are under contract to commence, this activity before the expiration or revocation date of SAJ-20, you will have 12 months from the date of expiration or revocation to complete the activity under the terms and conditions of SAJ-20.

Please access the Corps' Jacksonville District Regulatory Division Source Book web page to view the special and general conditions for SAJ-20, which apply specifically to this authorization. The URL is:

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

Note: This web address is case sensitive.

Once on the site, select "General Permits" and then select SAJ-20.

You must comply with all general and special conditions of the RGP, as well as any project-specific conditions included in this letter.

General Conditions:

1. The time limit for completing the work authorized ends on **March 28, 2028.**
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 of 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 attached transfer form and forward a copy 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. For your convenience, a copy of the certification is attached if it contains such conditions.
6. You must allow a representative 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.

Project Specific Special Conditions:

The following project specific special conditions are included with this verification:

1. **Reporting Address:** The Permittee shall submit all reports, notifications, documentation, and correspondence required by the general and special conditions of this permit to either (not both) of the following addresses:

- a. For electronic mail (preferred): SAJ-RD-Enforcement@usace.army.mil (not to exceed 15 MB).
- b. For standard mail: U.S. Army Corps of Engineers, Regulatory Division, Enforcement Section, P.O. Box 4970, Jacksonville, FL 32232-0019.

The Permittee shall reference this permit number on all submittals.

2. **Self-Certification:** Within 60 days of completion of the work authorized by this permit, the Permittee shall complete the ENG Form 6285, "Certification of Compliance with Department of Army Permit" (located at https://www.publications.usace.army.mil/Portals/76/Eng_Form_6285_2024%20Dec%20FINAL.pdf) and submit it to the Corps.

3. Cultural Resources/Historic Properties:

- a. No structure or work shall adversely affect, impact, or disturb properties listed in the National Register of Historic Places (NRHP), or those eligible for inclusion in the NRHP..
- b. If, during permitted activities, items that may have historic or archaeological origin are observed the Permittee shall immediately cease all activities adjacent to the discovery that may result in the destruction of these resources and shall prevent his/her employees from further removing, or otherwise damaging, such resources. The applicant shall notify both the Florida Department of State, Division of Historical Resources, Compliance Review Section at (850)-245-6333 and the Corps, of the observations within the same business day (8 hours). Examples of submerged historical, archaeological or cultural resources include shipwrecks, shipwreck debris fields (such as steam engine parts, or wood planks and beams), anchors, ballast rock, concreted iron objects, concentrations of coal, prehistoric watercraft (such as log "dugouts"), and other evidence of human activity. The materials may be deeply buried in sediment, resting in shallow sediments or above them, or protruding into water. The Corps shall coordinate with the Florida State Historic Preservation Officer (SHPO) to assess the significance of the discovery

and devise appropriate actions. Project activities shall not resume without verbal and/or written authorization from the Corps.

- c. Additional cultural resources assessments may be required of the permit area in the case of unanticipated discoveries as referenced in accordance with the above Special Condition and, if deemed necessary by the SHPO or Corps, in accordance with 36 CFR 800 or 33 CFR 325, Appendix C (5). 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 CFR Part 325.7. Such activity shall not resume on non-federal lands without written authorization from the SHPO for finds under his or her jurisdiction, and from the Corps.
 - d. In the unlikely event that unmarked human remains are identified on non-federal lands; they will be treated in accordance with Section 872.05 Florida Statutes. All work and ground disturbing activities within a 100-meter diameter of the unmarked human remains shall immediately cease and the Permittee shall immediately notify the medical examiner, Corps, and State Archaeologist within the same business day (8-hours). The Corps shall then notify the appropriate SHPO. 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 CFR Part 325.7. Such activity shall not resume without written authorization from the SHPO and from the Corps.
- 4. **Assurance of Navigation and Maintenance:** 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 or alteration.
- 5. **Jacksonville District Programmatic Biological Opinion (JAXBO):** Structures and activities authorized under this permit will be constructed and operated in accordance with all applicable project design criteria's (PDCs) contained in the JAXBO, based on the permitted activity. Johnson's seagrass and its critical habitat were delisted from the Endangered Species Act on May 16, 2022.

Therefore, JAXBO PDCs required to minimize adverse effects to Johnson's seagrass and its critical habitat are no longer applicable to any project. Failure to comply with applicable PDCs will constitute noncompliance with this permit. In addition, failure to comply with the applicable PDCs, where a take of listed species occurs, would constitute an unauthorized take. The NMFS is the appropriate authority to determine compliance with the Endangered Species Act. The most current version of JAXBO can be accessed at the Jacksonville District Regulatory Division website in the Endangered Species section of the Sourcebook located at:

<http://www.saj.usace.army.mil/Missions/Regulatory/SourceBook.aspx> JAXBO may be subject to revision at any time. The most recent version of the JAXBO must be utilized during the design and construction of the permitted work.

- 6. Manatee Conditions:** The Permittee shall comply with the "Standard Manatee Conditions for In-Water Work – 2011". The most recent version of the Manatee Conditions must be utilized.

This letter of authorization does not include conditions that would prevent the 'take' of a state-listed fish or wildlife species. These species are protected under sec. 379.411, Florida Statutes, and listed under Rule 68A-27, Florida Administrative Code. With regard to fish and wildlife species designated as species of special concern or threatened by the State of Florida, you are responsible for coordinating directly with the Florida Fish and Wildlife Conservation Commission (FWC). You can visit the FWC license and permitting webpage (<http://www.myfwc.com/license/wildlife/>) for more information, including a list of those fish and wildlife species designated as species of special concern or threatened. The Florida Natural Areas Inventory (<http://www.fnai.org/>) also maintains updated lists, by county, of documented occurrences of those species.

This letter of authorization does not give absolute Federal authority to perform the work as specified on your application. The proposed work may be subject to local building restrictions mandated by the National Flood Insurance Program. You should contact your local office that issues building permits to determine if your site is located in a flood-prone area, and if you must comply with the local building requirements mandated by the National Flood Insurance Program.

This letter of authorization does not preclude the necessity to obtain any other Federal, State, or local permits, which may be required.

Thank you for your cooperation with our permit program. The Corps' Jacksonville District Regulatory Division is committed to improving service to our customers. We strive to perform our duty in a friendly and timely manner while working to preserve our

environment. We invite you to complete our automated Customer Service Survey at <https://regulatory.ops.usace.army.mil/customer-service-survey/>. Please be aware this Internet address is case sensitive and you will need to enter it exactly as it appears above. Your input is appreciated – favorable or otherwise.

Should you have any questions related to this RGP verification or have issues accessing the documents referenced in this letter, please contact Jonathan Pempek by telephone at 561-685-1708, or by email at Jonathan.C.Pempek@usace.army.mil.

Sincerely,

A handwritten signature in black ink, appearing to read "Jon Pempek", written in a cursive style.

Jonathan Pempek
Project Manager

DEPARTMENT OF THE ARMY PERMIT TRANSFER REQUEST

DA PERMIT NUMBER: SAJ- _____ - _____ (RGP- _____)

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 Section, Post Office Box 4970, Jacksonville, FL 32232-0019 or submit via electronic mail to: SAJ-RD-Enforcement@usace.army.mil (not to exceed 15 MB).

(TRANSFEREE-SIGNATURE)

(SUBDIVISION)

(DATE)

(LOT)

(BLOCK)

(NAME-PRINTED)

(STREET ADDRESS)

(MAILING ADDRESS)

(CITY, STATE, ZIP CODE)

Existing Elevator Lift To Be
Removed and Replaced
with a New 20,000 lb.
Neptune Boat Lift

Existing Finger Pier &
Boat Lift To Remain

Existing Finger Pier &
Boat Lift To Remain

Existing Finger Pier &
Boat Lift To Remain

Existing Finger Pier &
Boat Lifts To Remain

Existing Finger
Pier To Remain

Existing Finger Pier &
Boat Lifts To Remain

Existing Finger Pier &
Boat Lifts To Remain

Existing Finger
Pier To Remain

Existing Finger Pier &
Boat Lifts To Remain

Slip Numbers

Existing Seawall

Existing Pool

Existing Improvements Not Shown



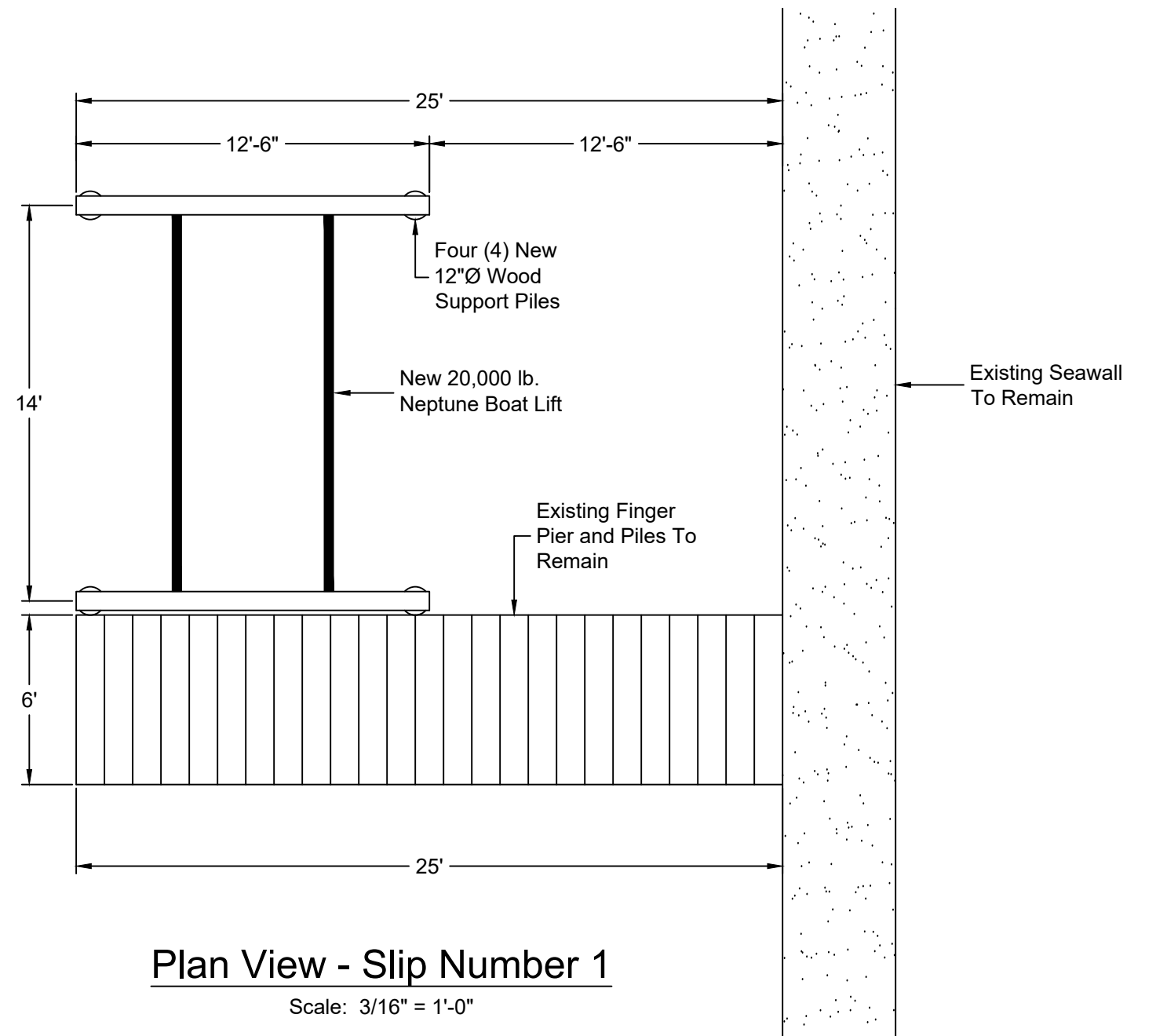
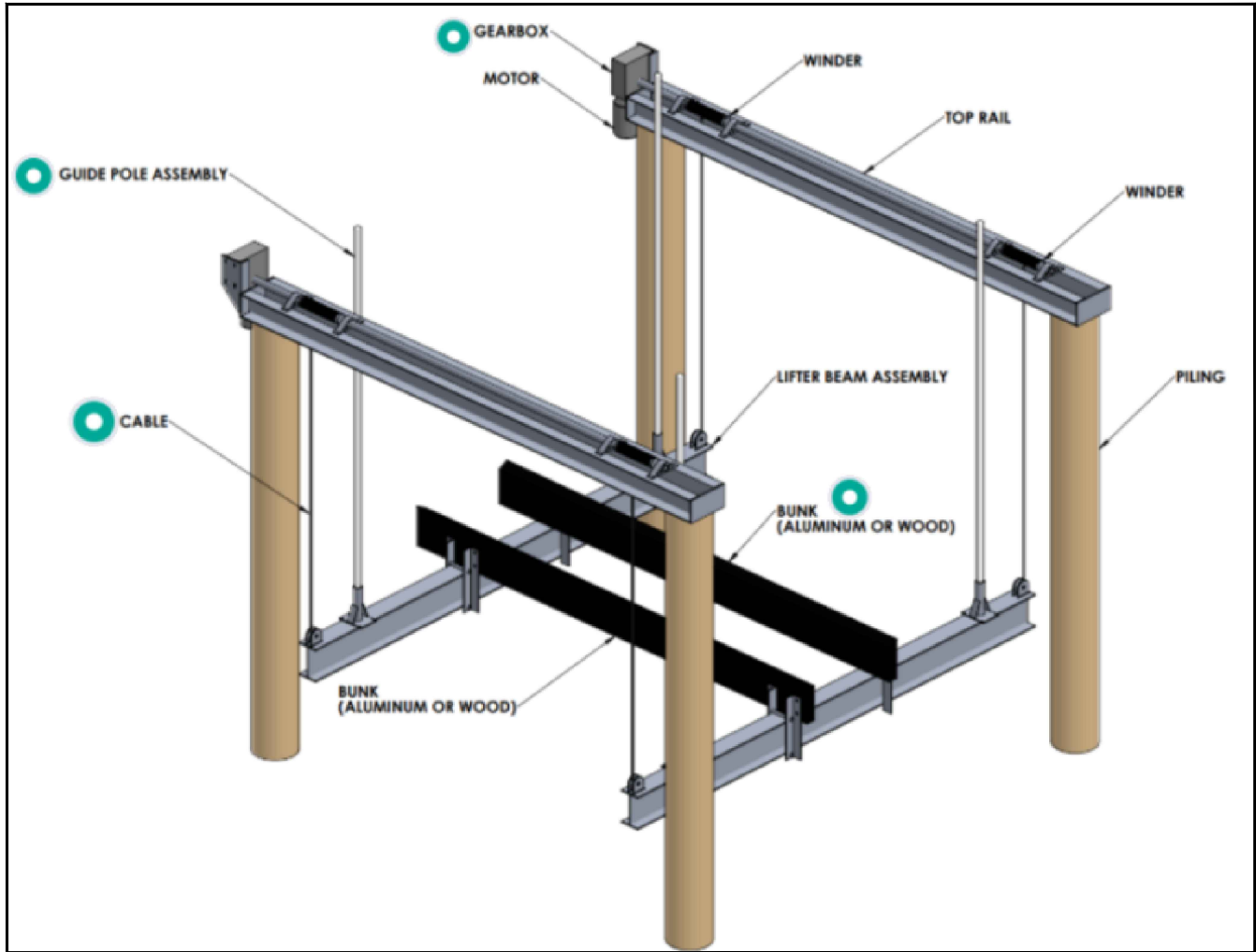
Location Map

Intracoastal Waterway

Site Plan

Scale: 1" = 40'

DATE	Consultant	Project Engineer	Contractor	Project Information	Sheet 1 of 8
March 3, 2024	UNLIMITED PERMIT SERVICES, INC 902 NE 1st Street #2 Pompano Beach, FL 33060 (954) 532-0129		SEA-TECH CONSTRUCTION INC 1649 SW 1st Way #5 Deerfield Beach, FL 33441 (954) 480-2607	Proposed Boat Lift Regency Highland Condo Assoc. Inc 3912 S Ocean Blvd Highland Beach, FL 33487	
					Page 47



Plan View - Slip Number 1

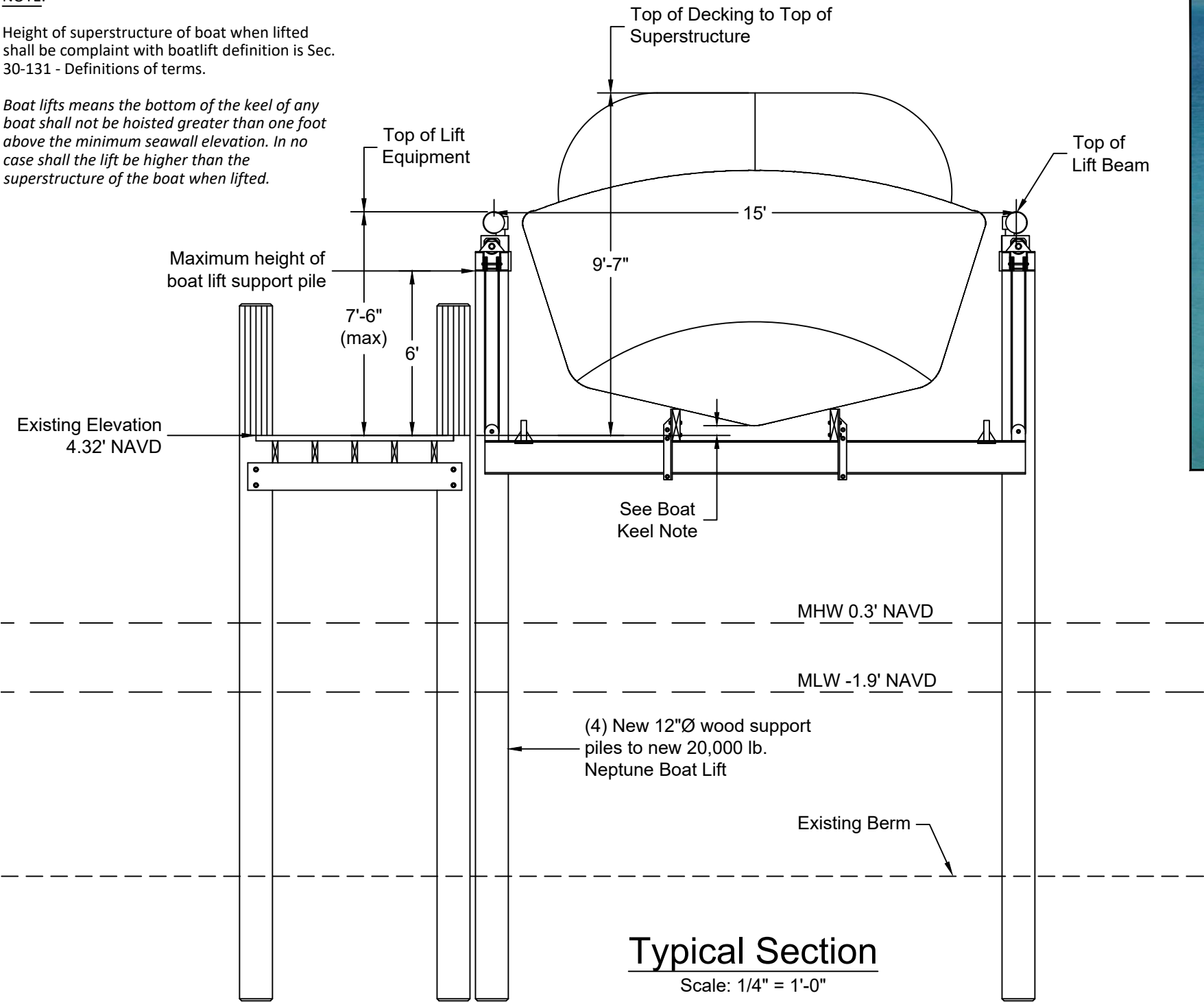
Scale: 3/16" = 1'-0"

DATE	<u>Consultant</u>	<u>Project Engineer</u>	<u>Contractor</u>	<u>Project Information</u>	Sheet 2 of 8
March 3, 2024	UNLIMITED PERMIT SERVICES, INC 902 NE 1st Street #2 Pompano Beach, FL 33060 (954) 532-0129		SEA-TECH CONSTRUCTION INC 1649 SW 1st Way #5 Deerfield Beach, FL 33441 (954) 480-2607	Proposed Boat Lift Regency Highland Condo Assoc. Inc 3912 S Ocean Blvd Highland Beach, FL 33487	
					Page 48

NOTE:

Height of superstructure of boat when lifted shall be complaint with boatlift definition is Sec. 30-131 - Definitions of terms.

Boat lifts means the bottom of the keel of any boat shall not be hoisted greater than one foot above the minimum seawall elevation. In no case shall the lift be higher than the superstructure of the boat when lifted.



BOAT KEEL NOTE:

Boat Keel to be a maximum of one foot above the minimum seawall elevation when lifted.

Boat lift means the bottom of the keel of any boat shall not be hoisted greater than one foot above the minimum seawall elevation.

In no case shall the lift be higher than the superstructure of the boat when lifted.

DATE

March 3, 2024

Consultant

UNLIMITED PERMIT SERVICES, INC

902 NE 1st Street #2
Pompano Beach, FL 33060
(954) 532-0129

Project Engineer

Contractor

SEA-TECH CONSTRUCTION INC

1649 SW 1st Way #5
Deerfield Beach, FL 33441
(954) 480-2607

Project Information

Proposed Boat Lift

Regency Highland Condo Assoc. Inc
3912 S Ocean Blvd
Highland Beach, FL 33487

BUNK NOTE:
Or Aluminum Equivalent with
Protective Cap

Components

A

B

C

D

E

F

G

H

I

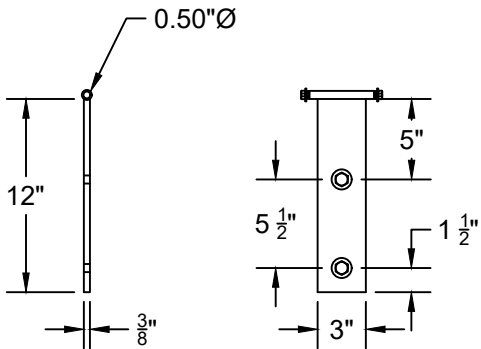
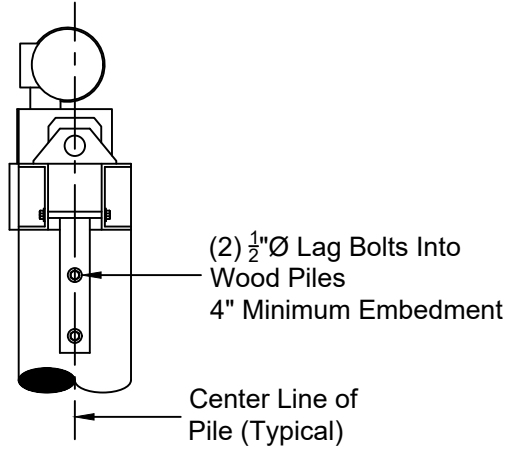
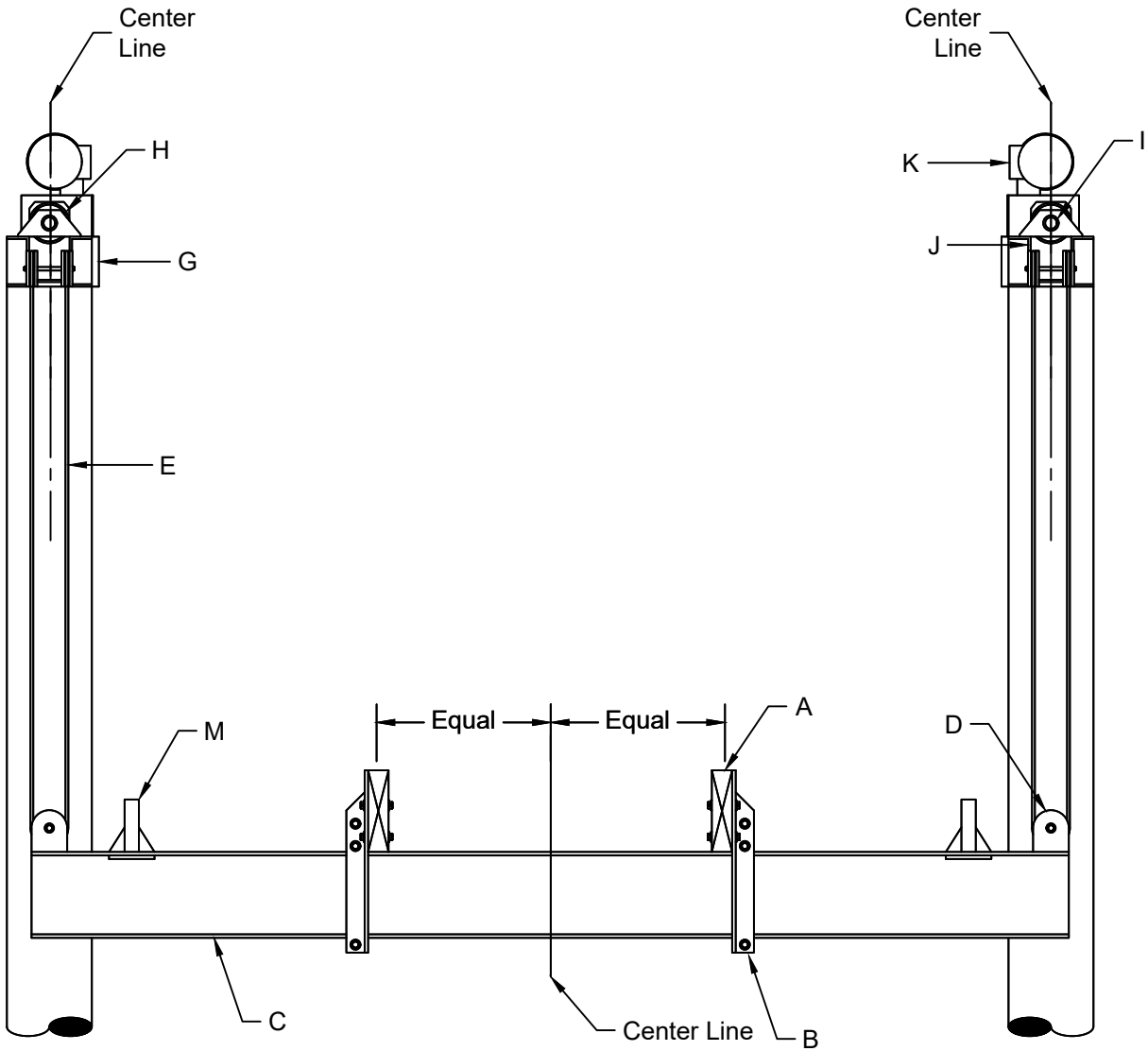
J

K

L

M

Lift Capacity (In Pounds)	20,000
Bunk (See Note)	3"x10" Pressure Treated Southern Yellow Pine #1 - See Bunk Note
Bunk Bracket Support	$\frac{1}{4}$ "x2"x2"
Lifter Beam	AA I 10"x10.3
Sheave Pulley Plate	$\frac{1}{4}$ "x4"x5" Angle
Cable Size (Stainless Steel)	$\frac{5}{16}$ " Diameter 7x19 SS 304 (3 Part)
Piling Mounting Bracket	$\frac{3}{8}$ "x3"x12" Flat Bar
Carrier Beam End Plate	$\frac{1}{4}$ "x5" Flat Bar
Drive Shaft Bearing Block	2"x3" Flat Bar
Drive Shaft	1-1/2" Nominal Diameter Schedule 80 Galvanized Pipe
Top Carrier Assembly 2 C-Channels Per Assembly	AA CS 8"x4.3
Motor Size (Horse Power/Voltage)	
Top Carrier Connector	$\frac{3}{8}$ "x3"x12" Flat Bar
Guide Post Socket	2" Nominal Diameter Schedule 80 Aluminum Pipe



Mounting Bracket Detail

Typical Cross Section B-B

Scale: 3/8" = 1'-0"

DATE

March 3, 2024

Consultant

UNLIMITED PERMIT SERVICES, INC
902 NE 1st Street #2
Pompano Beach, FL 33060
(954) 532-0129

Project Engineer

Contractor

SEA-TECH CONSTRUCTION INC
1649 SW 1st Way #5
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Project Information

Proposed Boat Lift
Regency Highland Condo Assoc. Inc
3912 S Ocean Blvd
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Boat Lift Notes:

- Design in accordance with Florida Building Code, 8th Edition (2023).
- This lifting structure has been designed to withstand wind loads associated with speeds of $V_{ult} = 180$ MPH, (3 Second Gust) Exposure 'D' without a boat on the lift per ASCE 7-22 using above ground sign/wall method. The lifting structure including boat has been designed to withstand wind speeds of $V_{sustained} = 73$ MPH, remove boat when winds approach this speed or for any named storm event. Boat shall not be stored on lift during high wind events.
- Do not scale drawings for dimensions. Licensed Contractor to verify location of existing utilities prior to commencing work. The Licensed contractor shall install and remove all shoring and bracing as required for the proper installation of the work. Licensed Contractor to obtain all permits as necessary from all Local, State, and Federal agencies.
- Aluminum: Material 6061 T6 Aluminum, all welds are minimum full fillet weld using 5556 filler 14 full fillet weld using 5556 filler alloy, all welding must conform to AISC steel construction manual currently adopted edition as inspected and verified by others. The contractor is responsible for insulating aluminum members from dissimilar metals to prevent electrolysis. Aluminum members in contact with concrete and wood shall be protected by "Koppers Bituminous Paint" or Polyethylene Tape UHMW (ultra-high molecular weight). 11.7 mils (0.30 mm) min. total thickness in accordance with current Florida Building Code.
- All anchors to be Hilti Brand or Approved Equal. All bolts shall be hot dipped galvanized or stainless steel & meet the requirements of ASTM A304 with hardened washers and hex nuts. Washers shall be used between wood & bolt head & between wood & nut. Where generic fasteners are labeled, capacities shall be equal to or greater than Hilti Kwik Bolt II or Red Head thru bolts SAE Grade 5 or better. Embedment depths specified herein are depths into solid substrate and do not included thickness of other finishes.
- MW Engineering Inc. has no control of the manufacturing, performance, or installation of this product. These generic plans were engineered in accordance with accepted engineering practices and data provided by the manufacturer. Use of this specification by contractor and permit holder Et al. indemnifies and saves harmless the engineer for all costs and damages from material fabrication, system erection, and construction practices beyond that which is called for by codes and from deviations from this design. Intellectual property of MW Engineering, Inc. All rights reserved. No part of this publication may be reproduced without prior written authorization.
- Piles shall be driven to minimum allowable bearing capacity of 10 tons minimum 8-foot or refusal and sufficiently penetrated sand or rock strata in pre-drilled or punched holes to support lift capacity, weight and loads. Each pile to carry commensurate load (Factor of Safety of 2). Sub-surface conditions can vary greatly.
- The contractor of record shall verify pile type, installation, and driving in compliance with FBC 8th ED (2023). Wood piles shall be a minimum diameter of 8", Miami Dade County requires minimum diameter of 12", 2.5 lb. ACQ treated in accordance with Florida Building Code. Concrete piles shall be 12" x 12" square, attain 6000 psi compressive strength in 28 days and shall be reinforced with four - 7 /16" diameter lo-lax strands, 270 kips, and 5 ga. spiral ties.
- Pilings described herein are considered to be part of the host structure and are not part of this certification. The pilings and existing host structure, if any, must be capable of supporting the loaded system as verified by the permit holder and contractor of record. No warranty, either express or implied is contained herein.

Consultant**UNLIMITED PERMIT
SERVICES, INC**

Marine Design & Consulting
902 NE 1st Street #2
Pompano Beach, FL 33060
(954) 532-0129
Office@unlimitedps.net

Project Engineer

Contractor

**SEA-TECH
CONSTRUCTION INC**

1649 SW 1st Way #5
Deerfield Beach, FL 33441
(954) 480-2607

Project Information

Proposed Boat Lift

Regency Highland Condo
Assoc. Inc
3912 S Ocean Blvd
Highland Beach, FL 33487

DATE _____

2-26-25

Sheet 7 of 8

GENERAL NOTES:

1. Construction to follow the Florida Building Code 8th Edition (2023) and amendments as applicable and all Local, State and Federal Laws.
2. Licensed contractor shall verify the existing conditions prior to the commencement of the work. Any conflicts or omissions between existing conditions or the various elements of the working drawing shall be brought to the attention of the Engineer prior to the commencement of the work. The Licensed Contractor and all subcontractors are responsible for all lines, elevations, and measurements in connection with their work.
3. Do not scale drawings for dimensions.
4. Any deviation and/or substitution from the information provided herein shall be submitted to the Engineer for approval prior to commencement of work.
5. All unanticipated or unforeseen demolition and/or new construction conditions which require deviation from the plans and notes herein shall be reported to the Engineer prior to commencement of work.
6. All new work and/or materials shall conform to all requirements of each administrative body having jurisdiction in each appertaining circumstance.
7. All new materials and/or patchwork shall be provided to match existing materials and/or adjoining work where practical except as specifically noted herein.
8. Licensed Contractor to shall use all possible care to protect all existing materials, surfaces, and furnishings from damage during all phases of construction.
9. Licensed Contractor to verify location of existing utilities prior to commencing work.
10. The Licensed contractor to install and remove all shoring and bracing as required for the proper execution of the work.
11. Licensed Contractor to obtain all permits as necessary from all Local, State, and Federal agencies.
12. Turbidity barriers to be marked with site contractor's company name using permanent markings no smaller than 3 inches in height on the top of the barrier.

PILE DRIVING:

1. Piles shall be driven using an approved cushion block consisting of material so arranged so as to provide the transmission of hammer energy.
2. Piles shall be driven to a minimum allowable bearing capacity of 10 tons for wood, 25 tons for concrete, and 5 tons for pin piles, a minimum of 8' into berm or refusal.
3. Piles shall be driven with a drop hammer or gravity hammer provided the hammer shall weight no less than 3,000 pounds, and the fall of the hammer shall not exceed 6'.
4. Piles shall be driven with a variation of not more than $\frac{1}{4}$ inch per foot from the vertical, or from the batter line indicated, with a maximum variation of the head of the pile from the position shown on the plans of not more than three inches.
5. Where piling must penetrate strata offering high resistance to driving, the structural engineer of record or special inspector may require that the piles be set in pre-drilled or punched holes. The piles shall reach their final penetration by driving.

PILE NOTES:

1. Wood piles to be 2.5 lb. ACQ treated in accordance with the Florida Building Code.
2. Wood piles shall be a minimum diameter of 10", Miami Dade County requires minimum diameter of 12".

WOOD DOCK NOTES:

1. All materials to be pressure treated pine unless otherwise noted.
2. All frame work materials to be Southern Pine Grade #1
3. All Decking materials to be grade #1 unless otherwise noted.
4. All hardware to be Stainless Steel or Galvanized unless otherwise noted.

Consultant

UNLIMITED PERMIT SERVICES, INC
Marine Design & Consulting
902 NE 1st Street #2
Pompano Beach, FL 33060
(954) 532-0129
Office@unlimiteddps.net

Project Engineer

Contractor

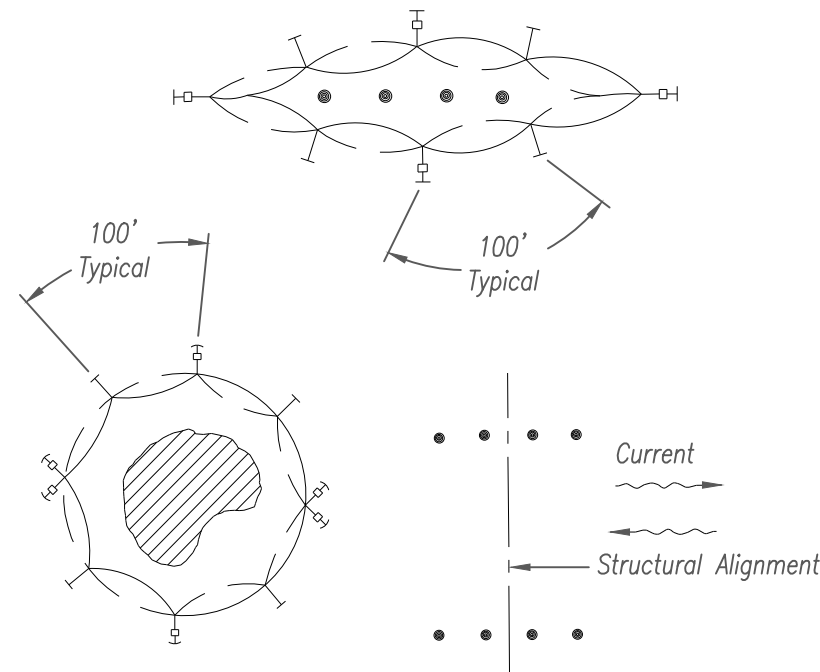
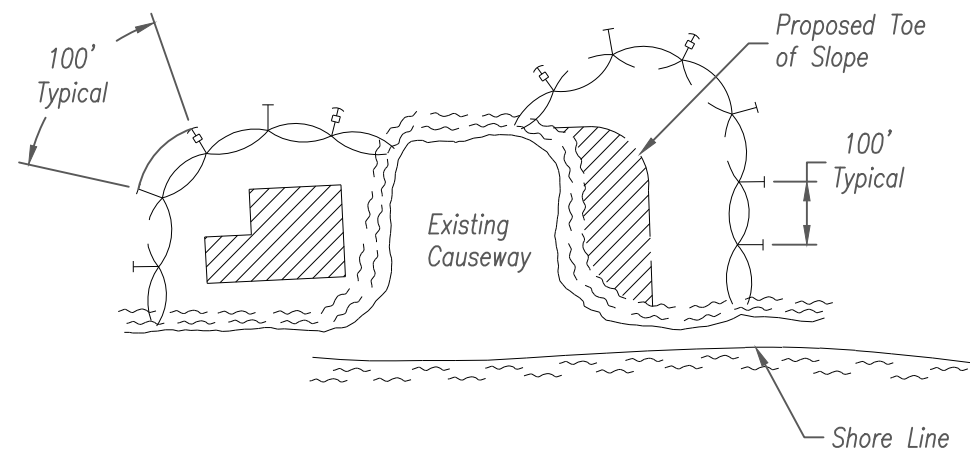
SEA-TECH CONSTRUCTION INC
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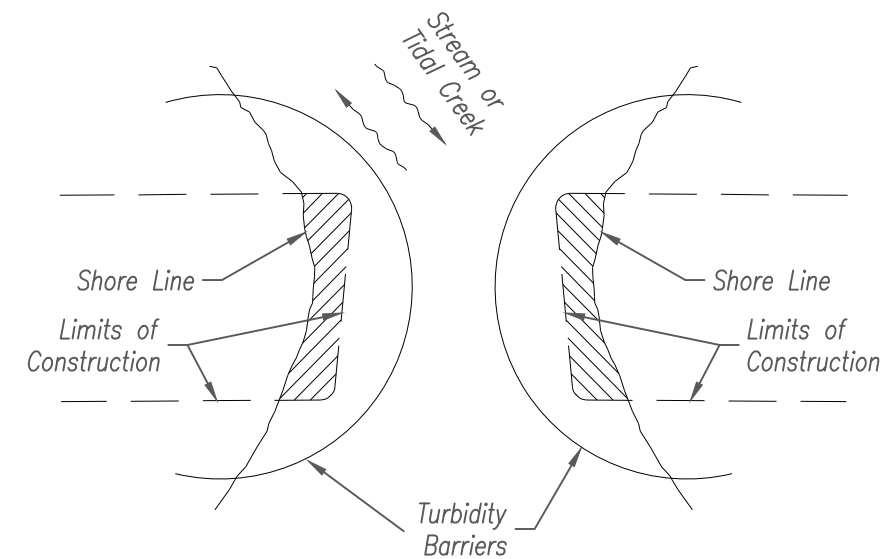
DATE

2-26-25



LEGEND

- Pile Locations
- Dredge or Fill Area
- Mooring Buoy with Anchor
- Anchor
- Barrier Movement Due To Current Action



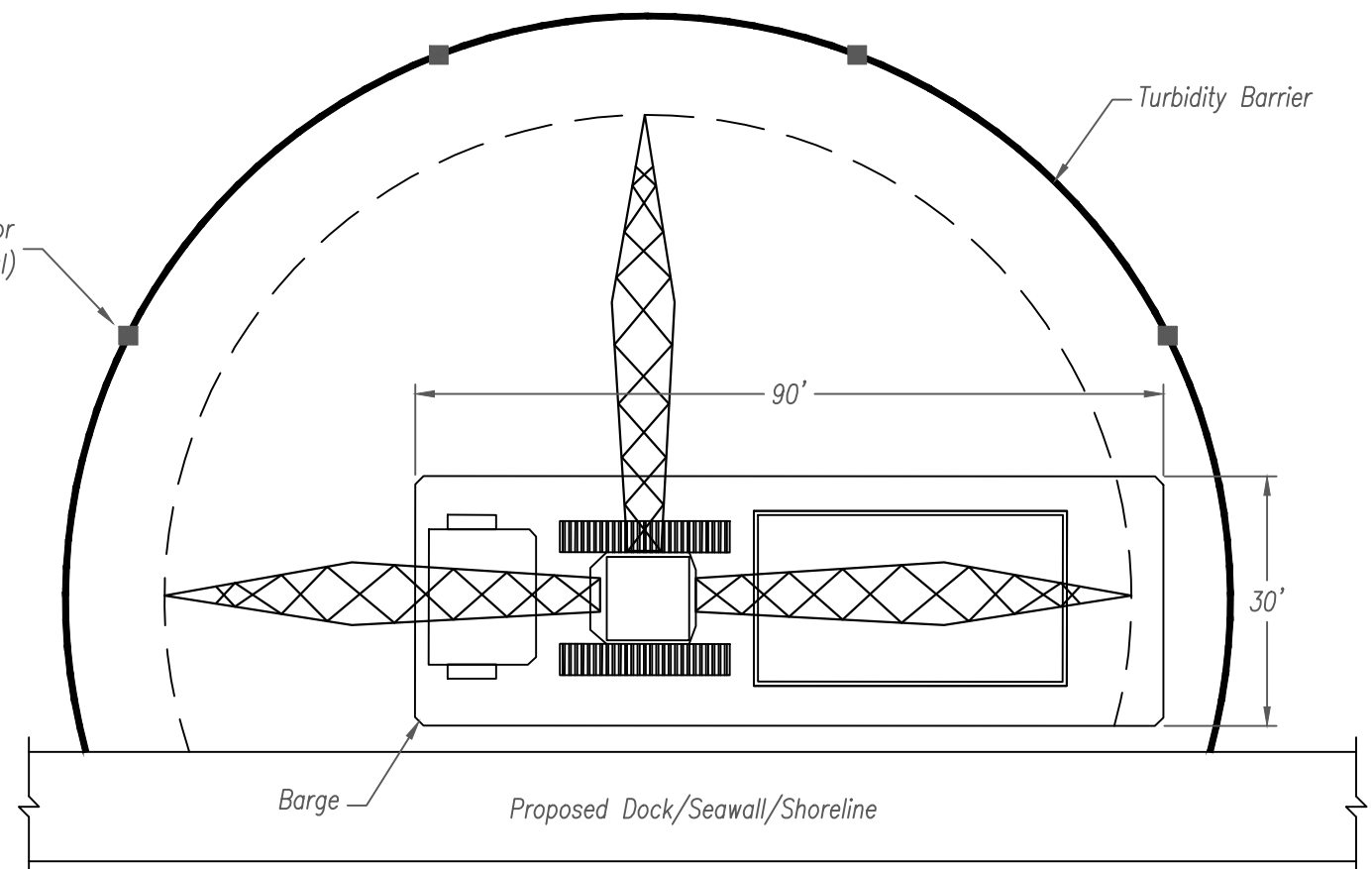
NOTE:

Turbidity barriers for flowing streams and tidal creeks may be either floating, or staked types or any combinations of types that will suit site conditions and meet erosion control and water quality requirements. The barrier type(s) will be at the Contractors option unless otherwise specified in the plans, however payment will be under the pay item(s) established in the plans for Floating Turbidity Barrier and/or Staked Turbidity Barrier. Posts in staked turbidity barriers to be installed in vertical position unless otherwise directed by the Engineer of Record.

NOTES:

1. Turbidity barriers are to be used in all permanent bodies of water regardless of water depth.
2. Number and spacing of anchors dependent on current velocities.
3. Deployment of barrier around pile locations may vary to accommodate construction operations.
4. Navigation may require segmenting barrier during construction operations.
5. For additional information see Section 104 of the Standard Specifications.

Stake or Anchor every 100' (typical)



TURBIDITY BARRIER APPLICATIONS

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 Florida Fish and Wildlife Conservation Commission (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
- 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 FWC must be used. One sign which reads *Caution: Boaters* must be posted. A second sign measuring at least 8 ½" 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. These signs can be viewed at MyFWC.com/manatee. Questions concerning these signs can be sent to the email address listed above.

CAUTION: MANATEE HABITAT

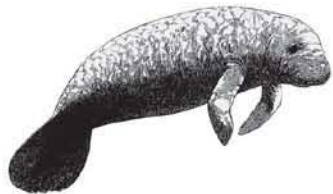
All project vessels

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

**REGENCY HIGHLAND CONDOMINIUM
ASSOCIATION, INC.
3912 SOUTH OCEAN BLVD.
HIGHLAND BEACH, FLORIDA 33487
561-272-2506**

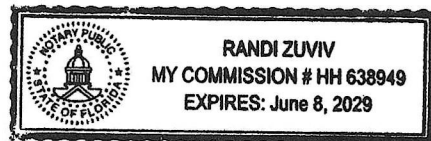
10/23/2025

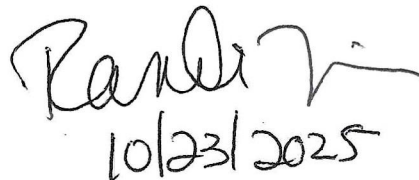
Dear Highland Beach Planning Board:

Per your request, please be advised that the Board of Directors of the Regency Highland Condominium Association, Inc. voted to approve the installation of a new boat lift on dock number #1, owned by Michael and Mary Ellen Kaczynski of unit 1415, at our April 9, 2025 HOA meeting. Please see the attached meeting minutes for further reference and indication of approval by the Regency Highland Condominium Association Homeowner's Association.


Signature & Date

Jordan Galatz
Name & Title
Pres




10/23/2025

Notary Stamp

**Minutes
Board Meeting
April 9, 2025
7:00PM**

Meeting called to order at 7:00PM—Zoom

Randi Zuviv called the roll:

Present: Mr. Galatz, Ms. Berman, Mr. Ehrlich, Mr. Lemire, Mr. Katzki
Mr. Dev,

Absent: Mr. Kusturiss

Mr. Ginsburg, Randi Zuviv

Proof of due notice was properly posted.

Mr. Katzki made a motion to waive the reading of any past minutes, seconded by Mr. Dev, all in favor, motion passed.

Officers' Reports:

1. President's Report: See attached
2. Treasurer's Report: See attached

Manager's Report:

n/a

Approval of Rentals & Purchases:

Ms. Berman made a motion to approve the rental of unit 205 seconded by Mr. Galatz, all in favor, purchase approved.

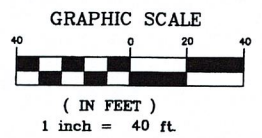
Mr. Lemire made a motion to accept the boatlift at boat dock #1, owner Mr. Kaczynki, second by Ms. Berman, all in favor, boat lift approved.

Open Discussion

Motion to adjourn the meeting at 7:42 made by Mr. Dev, seconded by Mr. Katzki, all in favor, meeting adjourned.

REGENCY HIGHLAND CLUB CONDO
SPECIAL PURPOSE X/Y SURVEY
INTRACOASTAL WATERWAY
CUT P-74
FOR NEW BOAT LIFT

N:754478.873
E:960924.080
STA. 0+00
P 74

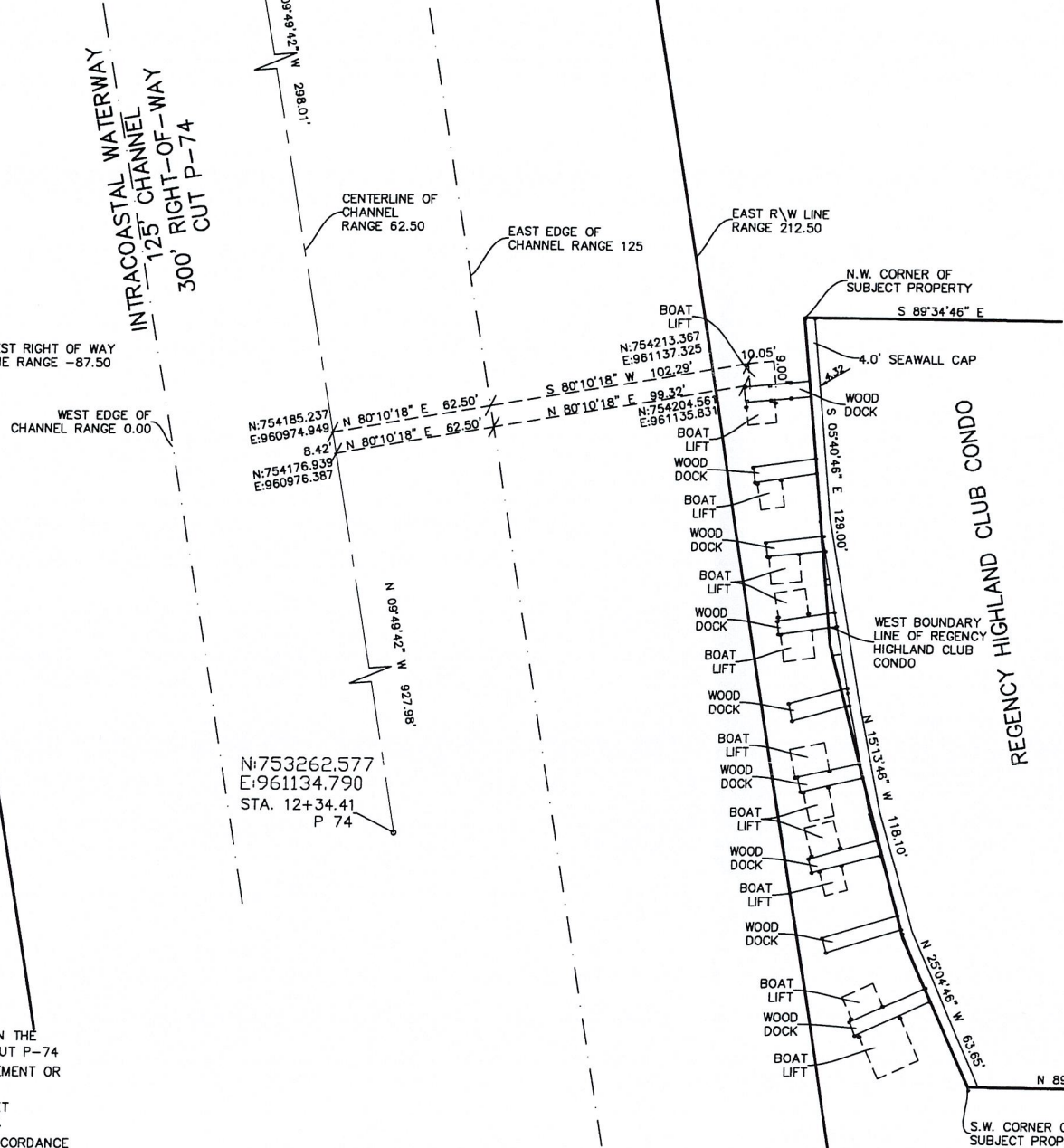


SITE
3912

HIGHLAND
BEACH
DR.

SOUTH OCEAN BLVD.

RECEIVED
NOV 20 2025
HIGHLAND BEACH
BUILDING DEPARTMENT



HORIZONTAL ACCURACY:

THE CHANNEL LOCATIONS SHOWN HEREON REFERS TO U.S. ARMY CORP OF ENGINEERS (ACOE) 10FT. PROJECT CONTROL MAP, FILE 8B-24,258, SHEET 12 OF 20, THE CHANNEL CUT REFERENCE STATIONS BEARINGS AND COORDINATES HAVE BEEN TRANSFORMED TO THE NORTH AMERICAN DATUM 1983 HIGH ACCURACY REFERENCE NETWORK (NAD83(HARN)) AS FURNISHED BY THE ACOE. THE COORDINATES SHOWN HEREON ARE FROM CONTROL THAT WAS SHOT IN FIELD BY USING THE GLOBAL POSITIONING SYSTEM (GPS) AND MEET OR EXCEED THE ONE (1) FOOT TOLERANCE REQUIREMENT OF THE ACOE.

VERTICAL ACCURACY:

THE ELEVATIONS SHOWN HEREON REFER TO NORTH AMERICAN VERTICAL DATUM (1988) G.P.S. AND MEETS OR EXCEEDS THE 0.50 FOOT VERTICAL TOLERANCE REQUIREMENT OF THE ACOE AND ARE INDICATED THUS

1.0' DENOTES AS-BUILT EL.

Paul Davis
Digitally signed by Paul Davis
Date: 2025.09.15 11:27:02 -04'00'

CERTIFICATE:

I HEREBY CERTIFY THAT THE ATTACHED SKETCH OF BOUNDARY SURVEY OF THE HEREON DESCRIBED PROPERTY IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I FURTHER CERTIFY THAT THIS SURVEY MEETS THE STANDARDS OF PRACTICE, AS SET FORTH BY THE FLORIDA BOARD OF LAND SURVEYORS, CHAPTER 5J-17, PURSUANT TO SECTION 472.027, FLORIDA STATUTES. SUBJECT TO QUALIFICATIONS HEREON.

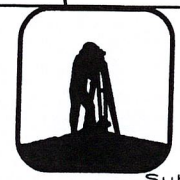
DATE: 09/09/2025

PAUL A. DAVIS
P.S.M. #4531
STATE OF FLORIDA.

SURVEYOR'S NOTES:

1. ALL BEARINGS OR ANGLES SHOWN HEREON ARE BASED ON THE RECORD PLAT UNLESS OTHERWISE NOTED. CENTERLINE CUT P-74
2. LANDS SHOWN HEREON WERE NOT ABSTRACTED FOR EASEMENT OR RIGHTS-OF-WAY.
3. THIS SURVEY MEETS THE STANDARDS OF PRACTICE AS SET FORTH IN CHAPTER 5J-17 FLORIDA ADMINISTRATIVE CODE.
4. THIS SURVEY OF THE PROPERTY SHOWN HEREON IS IN ACCORDANCE WITH THE DESCRIPTION FURNISHED BY: CLIENT
5. REBARS AND CAPS WERE SET ON ALL CORNERS UNLESS OTHERWISE NOTED.
6. FIELD WORK COMPLETED ON: 04/22/2025
7. THIS SURVEY IS NOT VALID WITHOUT THE SURVEYOR'S SIGNATURE AND EMBOSSED SEAL.
8. ELEVATIONS SHOWN HEREON ARE BASED ON N.A.V.D. OF 1988 UNLESS OTHERWISE NOTED.
9. BENCHMARK OF ORIGIN IS: G.P.S.
10. THIS SURVEY IS LOCATED IN FLOOD ZONE AE PER N.F.I.P. COMMUNITY-PANEL MAP NO. 125111-0989-G
BASE FIRM ELEVATION IS 7' FEET DATE OF FIRM IS 12/20/2024
11. PROPERTY ADDRESS IS: 3912 S. OCEAN DRIVE, HIGHLAND BEACH FLORIDA.

NO.	REVISION DESCRIPTION	BY



PAUL A. DAVIS, INC.
LB #0007219

Land Surveyors • Land Development • Consultants • Planners
4710 N.E. 17TH AVE. POMPANO BEACH, FLA. 33064-5837
(954) 263-3102 CELL (954) 698-9101
Subdivisions & Condominiums Land & Site Planning
Lot Surveys Mortgage Surveys • Acreage Surveys Topographic Surveys Record Plats Condominium Plats • Construction Layout

SCALE	1" = 40'
DRAWN BY	A.M.D.
DATE	09/09/2025
JOB NO:	05725
F.B./PG.	CARLSON
FILE	
SHEET NO.	1 OF 1



Existing Elevator Lift To Be
Removed and Replaced
with a New 20,000 lb.
Neptune Boat Lift

Existing Finger Pier &
Boat Lift To Remain

Existing Finger Pier &
Boat Lift To Remain

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Boat Lift To Remain

Intracoastal Waterway

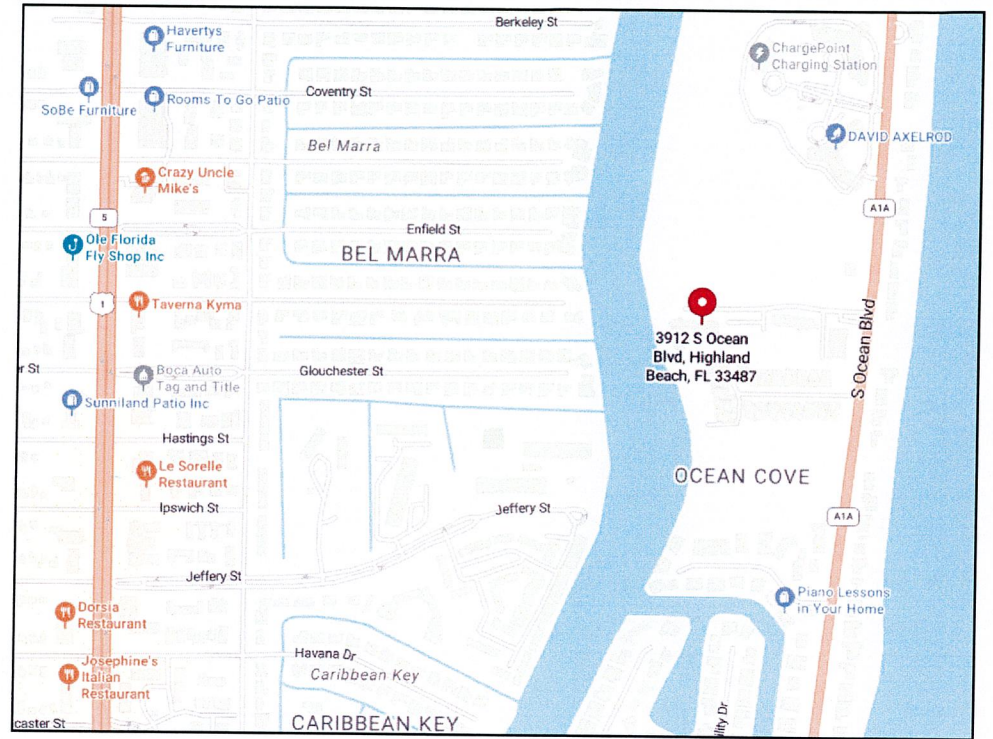
Slip Numbers

Existing Seawall

REGENCY HIGHLAND CLUB CONDO

Site Plan

Scale: 1" = 40'



Location Map

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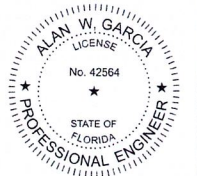
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HIGHLAND BEACH
BUILDING DEPARTMENT

This item has been digitally signed and sealed by
Alan W. Garcia, P.E. on the date adjacent to the
seal. Printed copies of this document are not
considered signed and sealed and the signature
must be verified on any electronic copies. (F.S.,
Chapters 471.025 and F.A.C. Rule 61G15-23.004)."

Alan W
Garcia

Digitally signed by
Alan W Garcia
Date: 2025.11.17
23:35:25 -05'00'

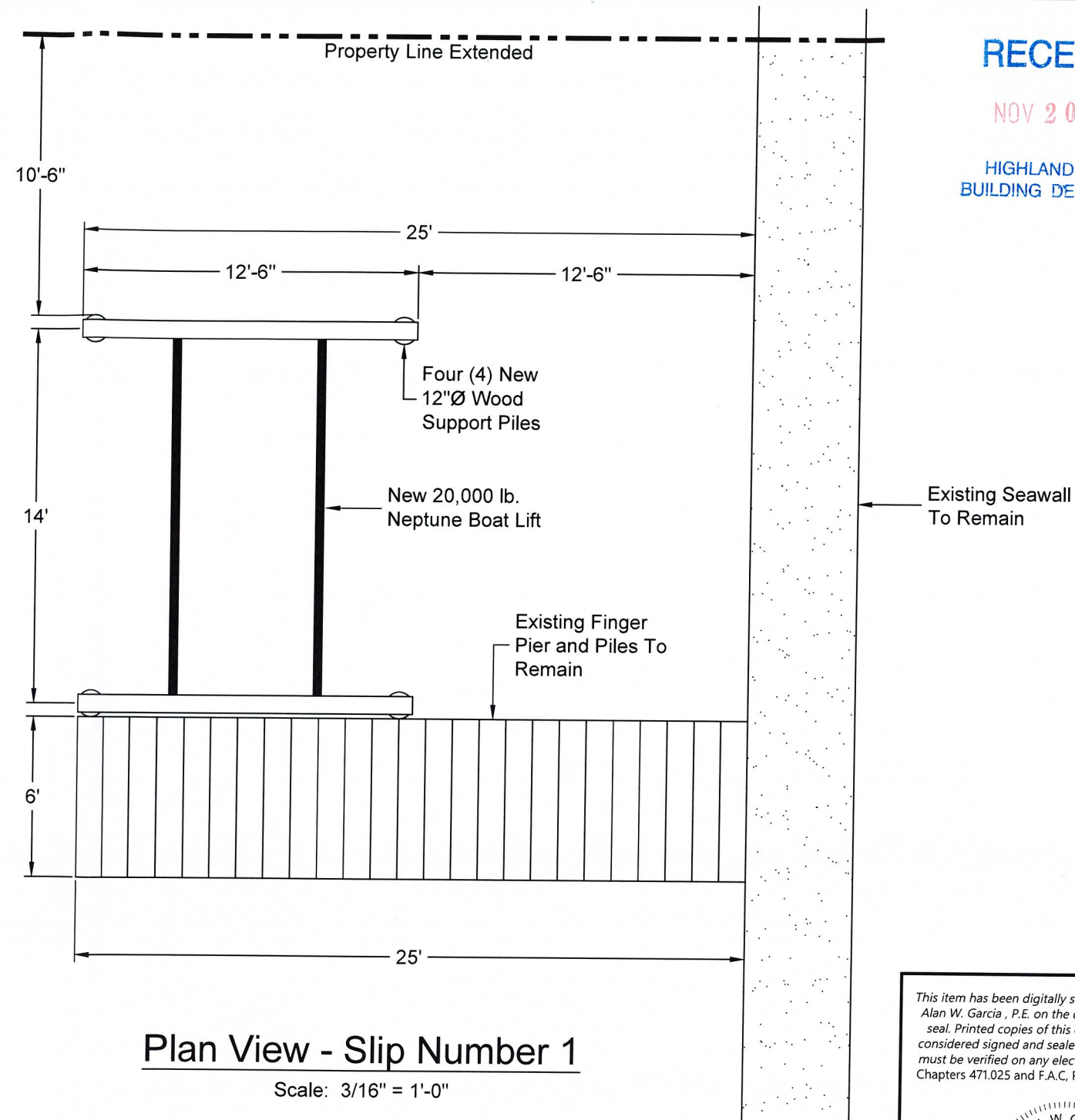
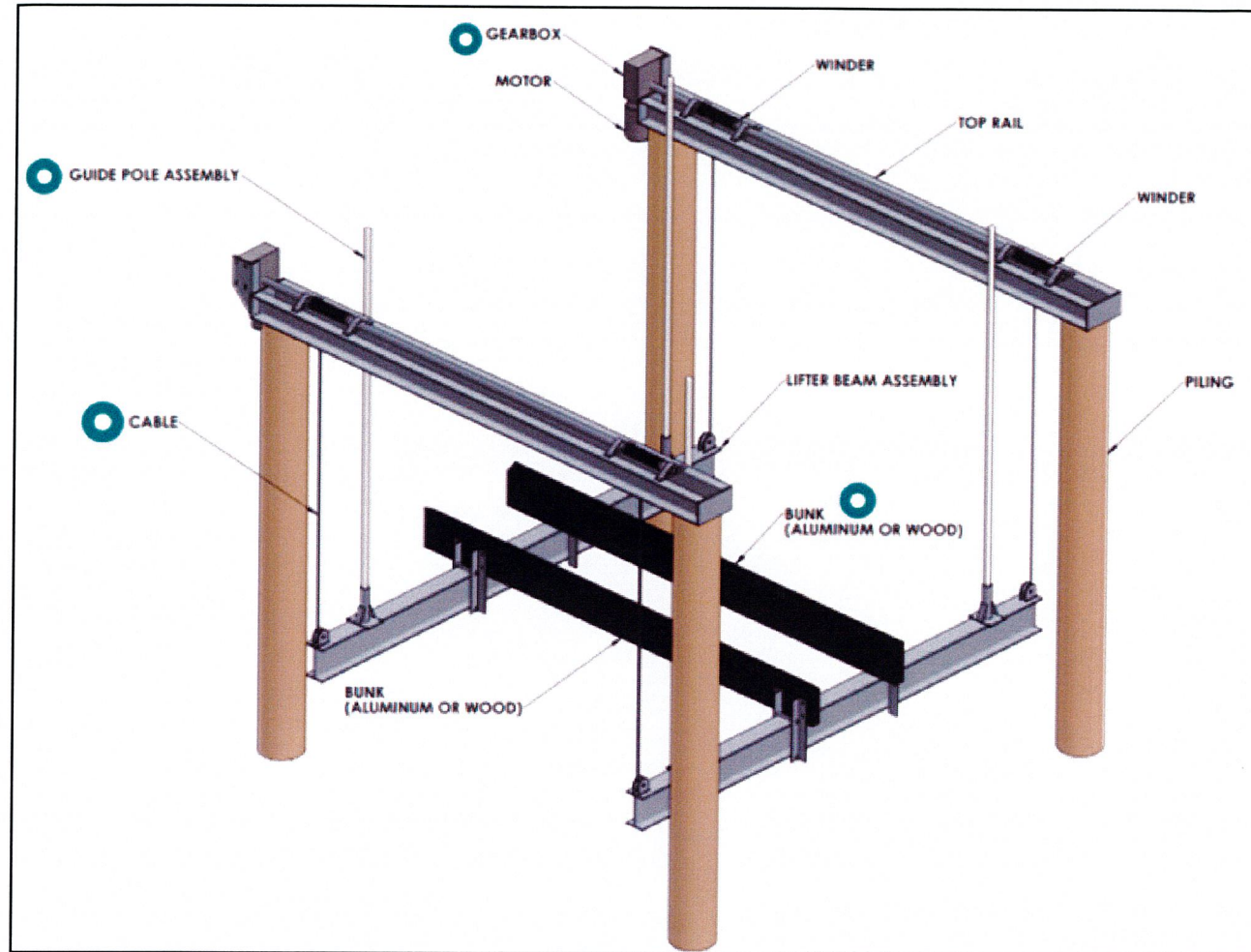


ALAN W. GARCIA, P.E.
LICENSE #42564

ALAN W. GARCIA, P.E.
4202 NW 54 Street
Coconut Creek, FL 33073

Sheet 1 of 5

DATE	Consultant	Project Engineer	Contractor	Project Information
March 3, 2024	UNLIMITED PERMIT SERVICES, INC 902 NE 1st Street #2 Pompano Beach, FL 33060 (954) 532-0129	ALAN W. GARCIA, P.E. 4202 NW 54 Street Coconut Creek, FL 33073	SEA-TECH CONSTRUCTION INC 1649 SW 1st Way #5 Deerfield Beach, FL 33441 (954) 480-2607	Proposed Boat Lift Regency Highland Condo Assoc. Inc 3912 S Ocean Blvd Highland Beach, FL 33487



Plan View - Slip Number 1

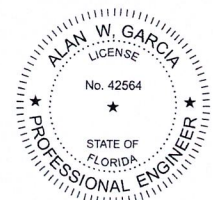
Scale: 3/16" = 1'-0"

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Coconut Creek, FL 33073

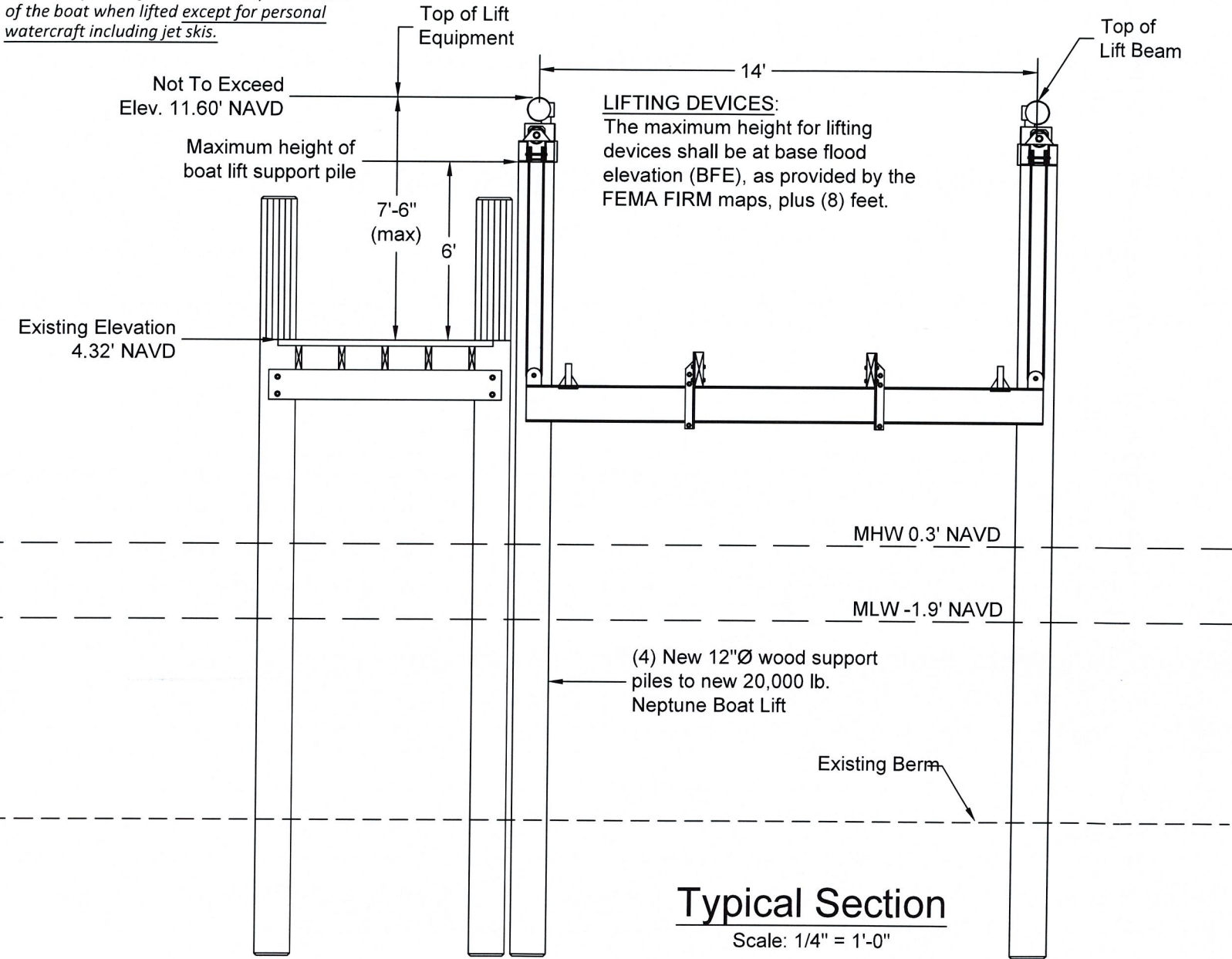
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Sheet 2 of 5

NOTE:

Height of superstructure of boat when lifted shall be compliant with boat lift definition is Sec. 30-131 - Definitions of terms.

Boat lifts means the bottom of the keel of any boat shall not be hoisted greater than one foot above the existing seawall elevation. In no case shall the lift be higher than the superstructure of the boat when lifted except for personal watercraft including jet skis.



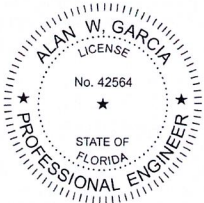
For Illustrative Purposes ONLY

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BUILDING DEPARTMENT

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ALAN W. GARCIA, P.E.
LICENSE #42564

ALAN W. GARCIA, P.E.
4202 NW 54 Street
Coconut Creek, FL 33073

DATE	Consultant	Project Engineer	Contractor	Project Information
March 3, 2024	UNLIMITED PERMIT SERVICES, INC 902 NE 1st Street #2 Pompano Beach, FL 33060 (954) 532-0129	ALAN W. GARCIA, P.E. 4202 NW 54 Street Coconut Creek, FL 33073	SEA-TECH CONSTRUCTION INC 1649 SW 1st Way #5 Deerfield Beach, FL 33441 (954) 480-2607	Proposed Boat Lift Regency Highland Condo Assoc. Inc 3912 S Ocean Blvd Highland Beach, FL 33487

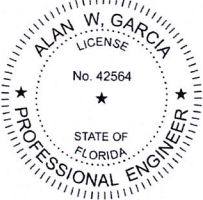
Boat Lift Notes:

- Design in accordance with Florida Building Code, 8th Edition (2023).
- This lifting structure has been designed to withstand wind loads associated with speeds of V (ult) = 180 MPH, (3 Second Gust) Exposure 'D' without a boat on the lift per ASCE 7-22 using above ground sign/wall method. The lifting structure including boat has been designed to withstand wind speeds of V (sustained) = 73 MPH, remove boat when winds approach this speed or for any named storm event. Boat shall not be stored on lift during high wind events.
- Do not scale drawings for dimensions. Licensed Contractor to verify location of existing utilities prior to commencing work. The Licensed contractor shall install and remove all shoring and bracing as required for the proper installation of the work. Licensed Contractor to obtain all permits as necessary from all Local, State, and Federal agencies.
- Aluminum: Material 6061 T6 Aluminum, all welds are minimum full fillet weld using 5556 filler 14 full fillet weld using 5556 filler alloy, all welding must conform to AISC steel construction manual currently adopted edition as inspected and verified by others. The contractor is responsible for insulating aluminum members from dissimilar metals to prevent electrolysis. Aluminum members in contact with concrete and wood shall be protected by "Koppers Bituminous Paint" or Polyethylene Tape UHMW (ultra-high molecular weight). 11.7 mils (0.30 mm) min. total thickness in accordance with current Florida Building Code.
- All anchors to be Hilti Brand or Approved Equal. All bolts shall be hot dipped galvanized or stainless steel & meet the requirements of ASTM A304 with hardened washers and hex nuts. Washers shall be used between wood & bolt head & between wood & nut. Where generic fasteners are labeled, capacities shall be equal to or greater than Hilti Kwik Bolt II or Red Head thru bolts SAE Grade 5 or better. Embedment depths specified herein are depths into solid substrate and do not included thickness of other finishes.
- MW Engineering Inc. has no control of the manufacturing, performance, or installation of this product. These generic plans were engineered in accordance with accepted engineering practices and data provided by the manufacturer. Use of this specification by contractor and permit holder Et al. indemnifies and saves harmless the engineer for all costs and damages from material fabrication, system erection, and construction practices beyond that which is called for by codes and from deviations from this design. Intellectual property of MW Engineering, Inc. All rights reserved. No part of this publication may be reproduced without prior written authorization.
- Piles shall be driven to minimum allowable bearing capacity of 10 tons minimum 8-foot or refusal and sufficiently penetrated sand or rock strata in pre-drilled or punched holes to support lift capacity, weight and loads. Each pile to carry commensurate load (Factor of Safety of 2). Sub-surface conditions can vary greatly.
- The contractor of record shall verify pile type, installation, and driving in compliance with FBC 8th ED (2023). Wood piles shall be a minimum diameter of 8", Miami Dade County requires minimum diameter of 12", 2.5 lb. ACQ treated in accordance with Florida Building Code. Concrete piles shall be 12" x 12" square, attain 6000 psi compressive strength in 28 days and shall be reinforced with four - 7 /16" diameter lo-lax strands, 270 kips, and 5 ga. spiral ties.
- Pilings described herein are considered to be part of the host structure and are not part of this certification. The pilings and existing host structure, if any, must be capable of supporting the loaded system as verified by the permit holder and contractor of record. No warranty, either express or implied is contained herein.

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NOV 20 2025

HIGHLAND BEACH
BUILDING DEPARTMENT

Consultant UNLIMITED PERMIT SERVICES, INC Marine Design & Consulting 902 NE 1st Street #2 Pompano Beach, FL 33060 (954) 532-0129 Office@unlimitedps.net
Project Engineer ALAN W. GARCIA, P.E. 4202 NW 54 Street Coconut Creek, FL 33073
Contractor SEA-TECH CONSTRUCTION INC 1649 SW 1st Way #5 Deerfield Beach, FL 33441 (954) 480-2607
Project Information Proposed Boat Lift Regency Highland Condo Assoc. Inc 3912 S Ocean Blvd Highland Beach, FL 33487
DATE
2-26-25
<p><i>This item has been digitally signed and sealed by Alan W. Garcia, P.E. on the date adjacent to the seal. Printed copies of this document are not considered signed and sealed and the signature must be verified on any electronic copies." (F.S., Chapters 471.025 and F.A.C. Rule 61G15-23.004)."</i></p> <div><p>ALAN W. GARCIA, P.E. LICENSE #42564</p><p>ALAN W. GARCIA, P.E. 4202 NW 54 Street Coconut Creek, FL 33073</p></div>
Sheet 4 of 5

GENERAL NOTES:

- 1. Construction to follow the Florida Building Code 8th Edition (2023) and amendments as applicable and all Local, State and Federal Laws.
- 2. Licensed contractor shall verify the existing conditions prior to the commencement of the work. Any conflicts or omissions between existing conditions or the various elements of the working drawing shall be brought to the attention of the Engineer prior to the commencement of the work. The Licensed Contractor and all subcontractors are responsible for all lines, elevations, and measurements in connection with their work.
- 3. Do not scale drawings for dimensions.
- 4. Any deviation and/or substitution from the information provided herein shall be submitted to the Engineer for approval prior to commencement of work.
- 5. All unanticipated or unforeseen demolition and/or new construction conditions which require deviation from the plans and notes herein shall be reported to the Engineer prior to commencement of work.
- 6. All new work and/or materials shall conform to all requirements of each administrative body having jurisdiction in each appertaining circumstance.
- 7. All new materials and/or patchwork shall be provided to match existing materials and/or adjoining work where practical except as specifically noted herein.
- 8. Licensed Contractor to shall use all possible care to protect all existing materials, surfaces, and furnishings from damage during all phases of construction.
- 9. Licensed Contractor to verify location of existing utilities prior to commencing work.
- 10. The Licensed contractor to install and remove all shoring and bracing as required for the proper execution of the work.
- 11. Licensed Contractor to obtain all permits as necessary from all Local, State, and Federal agencies.
- 12. Turbidity barriers to be marked with site contractor's company name using permanent markings no smaller than 3 inches in height on the top of the barrier.

PILE DRIVING:

- 1. Piles shall be driven using an approved cushion block consisting of material so arranged so as to provide the transmission of hammer energy.
- 2. Piles shall be driven to a minimum allowable bearing capacity of 10 tons for wood, 25 tons for concrete, and 5 tons for pin piles, a minimum of 8' into berm or refusal.
- 3. Piles shall be driven with a drop hammer or gravity hammer provided the hammer shall weight no less than 3,000 pounds, and the fall of the hammer shall not exceed 6'.
- 4. Piles shall be driven with a variation of not more than ¼ inch per foot from the vertical, or from the batter line indicated, with a maximum variation of the head of the pile from the position shown on the plans of not more than three inches.
- 5. Where piling must penetrate strata offering high resistance to driving, the structural engineer of record or special inspector may require that the piles be set in pre-drilled or punched holes. The piles shall reach their final penetration by driving.

PILE NOTES:

- 1. Wood piles to be 2.5 lb. ACQ treated in accordance with the Florida Building Code.
- 2. Wood piles shall be a minimum diameter of 10", Miami Dade County requires minimum diameter of 12".

WOOD DOCK NOTES:

- 1. All materials to be pressure treated pine unless otherwise noted.
- 2. All frame work materials to be Southern Pine Grade #1
- 3. All Decking materials to be grade #1 unless otherwise noted.
- 4. All hardware to be Stainless Steel or Galvanized unless otherwise noted.

Consultant

UNLIMITED PERMIT SERVICES, INC
Marine Design & Consulting
902 NE 1st Street #2
Pompano Beach, FL 33060
(954) 532-0129
Office@unlimitedps.net

Project Engineer

ALAN W. GARCIA, P.E.
4202 NW 54 Street
Coconut Creek, FL 33073

Contractor

SEA-TECH CONSTRUCTION INC
1649 SW 1st Way #5
Deerfield Beach, FL 33441
(954) 480-2607

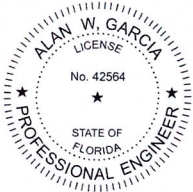
Project Information

Proposed Boat Lift
Regency Highland Condo
Assoc. Inc
3912 S Ocean Blvd
Highland Beach, FL 33487

DATE

2-26-25

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ALAN W. GARCIA, P.E.
LICENSE #42564

ALAN W. GARCIA, P.E.
4202 NW 54 Street
Coconut Creek, FL 33073

RECEIVED

NOV 20 2025

HIGHLAND BEACH
BUILDING DEPARTMENT

**Town of Highland Beach
Town Commission Development Order (PB)
Application No. PZ-25-37**



Applicant: Michael Kaczynski / William Thomas
Property Address: 3912 S. Ocean Blvd 1415
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. PZ-25-37 for the property located at 3912 S. Ocean Blvd. 1415, 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 3912 S. Ocean Blvd. 1415, Highland Beach, Florida 33487.

The mailings consisted of 55 notices that were sent first class mail and 00 notices that were sent by International Mail.

This 25th day of November 2025.

Highland Beach Town Clerk's Office

Jaclyn DeHart
Deputy Town Clerk



TOWN OF HIGHLAND BEACH NOTICE OF PUBLIC HEARING APPLICATION NO. PZ-25-37

November 25, 2025

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, December 11, 2025 at 9:30 AM*** in the Commission Chambers at Town Hall located at 3614 South Ocean Boulevard, Highland Beach, Florida to consider the following application.

APPLICATION BY WILLIAM THOMAS, UNLIMITED PERMIT SERVICES, INC., REQUESTING A SPECIAL EXCEPTION TO INSTALL A 20,000 POUND CAPACITY BOAT LIFT IN SLIP #1 FOR THE PROPERTY LOCATED AT 3912 SOUTH OCEAN BOULEVARD #1415.

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



Affidavit of Legal Notice submission and publication

Highland Beach Legal Notice

Submission Time: **12/01/2025 11:16 AM (EST)**

Please find a PDF of your submission details attached to this email.

The attachments included in your submission are listed below. This Legal Notice along with the attachments is now published on the web portal.

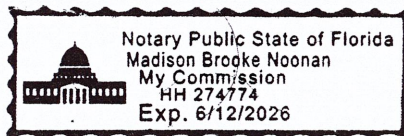
- AD_PB_PZ-25-37_3912 SOB 1415_12.11.2025_Electronic Public Notice lg.pdf
- signature.png

Signature of Affiant

A handwritten signature in red ink, appearing to read "Pamela Gask", written over a horizontal line.

Signature of Notary Public

A handwritten signature in red ink, appearing to read "Madison Brooke Noonan", written over a horizontal line.



Notary Stamp

Highland Beach Legal Notice Submission

Highland Beach Legal Notice

12/01/2025 11:16 AM (EST)

Submitted by Lanelda Gaskins (lgaskins@highlandbeach.us)

Legal Notice

Please choose a category Planning Board Public Hearing Notices - Highland Beach

Title December 11, 2025, Planning Board Meeting -

Publish Date 12/01/2025

Publish Time 10:15 AM (EST)

Description 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, December 11, 2025, at 9:30 AM in the Commission Chambers at Town Hall, 3614 South Ocean Boulevard, Highland Beach, Florida to consider the following application:

APPLICATION NO. PZ-25-37 BY WILLIAM THOMAS, UNLIMITED PERMIT SERVICES, INC., REQUESTING A SPECIAL EXCEPTION TO INSTALL A 20,000 POUND CAPACITY BOAT LIFT IN SLIP #1 FOR THE PROPERTY LOCATED AT 3912 SOUTH OCEAN BOULEVARD #1415.

APPLICANT: MICHAEL KACZYNSKI

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

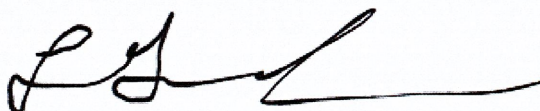
Attach Files (Optional)

 AD_PB_PZ-25-37_3912 SOB 1415_12.11.2025_Electronic Public Notice lg.pdf

Submitted by (Email Address) lgaskins@highlandbeach.us

Notifications No

Signature



File Attachments for Item:

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



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Planning Board Meeting

MEETING DATE December 11, 2025

SUBMITTED BY: Leonard G. Rubin, Town Attorney

SUBJECT: Ordinance Providing Reasonable Accommodation Procedure for Certified Recovery Residences (**Recommendation to Town Commission**)

INTRODUCTION:

During its last session, the Florida Legislature amended Section 397.487, Florida Statutes to require the governing body of each municipality to adopt an ordinance establishing procedures for the review and approval of certified recovery residences in its jurisdiction, including a process for requesting reasonable accommodation. The statute also provides specific application requirements and timelines for inclusion in such an ordinance.

The proposed Ordinance satisfies this new statutory requirement and was introduced to the Town Commission at its November 4, 2025 meeting. Because the Ordinance amends the Town's Zoning Code, it must first be presented to this Board for a recommendation prior to the proceeding back to the Town Commission for further consideration and adoption.

SUMMARY:

By way of background, the Town's enforcement and application of its land development regulations is subject to a number of federal and state legislative acts, including, but not limited, the Americans with Disabilities Act (ADA) and the Fair Housing Act (FHA). Persons undergoing substances abuse treatment are considered disabled under both the ADA and FHA. Such persons often reside in recovery residences which may or may not be affiliated with a licensed substance abuse treatment program. These residences are intended to allow disabled persons to undergo recovery in an integrated, community-based setting.

Consistent with applicable case law interpreting these acts and their legislative history, the Town must provide a procedure whereby disabled individuals and qualifying entities serving disabled persons may request a reasonable accommodation from the Town's land development regulations to resolve possible unintended violations of the law, thereby exhausting their administrative remedies. The State of Florida has established procedures for the certification of recovery residences, as well as the certification of the persons who manage the residence and supervise the residents and staff.

The attached Ordinance provides procedures for processing reasonable accommodation requests by entities wishing to establish a certified recovery residence in the Town.

- A qualifying entity must provide proof of any licensable service component the entity holds pursuant to Chapter 397, Florida Statutes.
- All qualifying entities or other providers of housing to persons in recovery must provide proof that they are a certified recovery residence and the person responsible for overseeing the management of the residence is a certified recovery residence administrator.
- The applicant, whether an individual, qualifying entity or housing provider, must provide proof that a reasonable accommodation is sought because of a disability and that the requested accommodation is reasonable and necessary to afford the disabled person equal opportunity to use and enjoy housing.
- The applicant shall have the burden of establishing that the individuals on whose behalf the application is filed are disabled and protected under applicable laws, including the FHA and ADA.

All applications for reasonable accommodation shall be considered by a special magistrate appointed by the Town Commission within sixty (60) days after receipt of a completed application or the application shall be deemed approved. The magistrate shall be a retired judge or practicing attorney with at least five (5) years of experience in the field of local government land use, and the code enforcement special magistrate may service in this capacity. The magistrate may grant the application in whole or in part, with or without conditions, or deny the application, stating with specificity the objective, evidence-based reasons for denial. The magistrate's decision shall constitute a final order and may only be appealed to the circuit court. Finally, any reasonable accommodation may be revoked if the applicant violates any condition of approval or the applicant's required certifications lapse or are revoked and not reinstated within one hundred and eighty (180) days.

FISCAL IMPACT:

Staff costs for processing the applications and cost of special magistrate to consider reasonable accommodation applications (when applicable).

ATTACHMENTS:

Draft Ordinance

RECOMMENDATION:

Staff recommends that the Planning Board consider the proposed Ordinance and provide a recommendation to the Town Commission.

1
2 **TOWN OF HIGHLAND BEACH**

3
4 **ORDINANCE NO. _____**

5
6 **AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF**
7 **HIGHLAND BEACH, FLORIDA, AMENDING ARTICLE VII,**
8 **“ADMINISTRATION AND ENFORCEMENT,” OF CHAPTER 30, “ZONING**
9 **CODE,” OF THE TOWN CODE OF ORDINANCES BY ADOPTING A NEW**
10 **SECTION 30-124, “REASONABLE ACCOMMODATION PROCEDURE FOR**
11 **CERTIFIED RECOVERY RESIDENCES;” PROVIDING FOR**
12 **CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING**
13 **FOR AN EFFECTIVE DATE.**
14

15 WHEREAS, the Town of Highland Beach’s application of its land development regulations
16 and related rules, policies, and practices is governed by ever evolving case law addressing the rights
17 of applicants and affected parties under the Fair Housing Act, the Americans with Disabilities Act
18 and other applicable state and federal regulations; and

19 WHEREAS, persons undergoing substance abuse treatment are considered disabled within
20 the meaning of both the Fair Housing Act and the Americans with Disabilities Act, and the Town
21 Commission wishes to assure that its land development regulations treat such persons in a non-
22 discriminatory manner while maintaining the Town’s fundamental land use authority; and

23 WHEREAS, pursuant to Section 397.487(1), Florida Statutes, the Florida Legislature
24 determined that: (1) persons suffering from addiction have a higher success rate of achieving long-
25 lasting sobriety when given the opportunity to build a stronger foundation by living in a recovery
26 residence while undergoing or after completing treatment from a licensed service provider; and (2)
27 the state and its subdivisions, including municipalities, have a legitimate interest in protecting persons
28 suffering from addiction, who represent a vulnerable consumer population in need of adequate
29 housing; and

30 WHEREAS, the Florida Legislature has further determined that persons suffering from
31 addiction who live in recovery residences can be better protected by programs providing for both the
32 certification of recovery residences and the certification of recovery residence administrators to
33 ensure that such administrators adhere to certain core competencies; and

34 WHEREAS, Section 397.487(15), Florida Statutes, requires the governing body of each
35 municipality to adopt an Ordinance establishing procedures for the review and approval of certified
36 recovery residences within its jurisdiction, including a process for requesting reasonable
37 accommodation from any land use regulations that serve to prohibit the establishment of a certified
38 recovery residence; and

1 WHEREAS, the Town Commission determines that the certification of recovery residences
2 and the management and supervision of such residences by a certified recovery residence
3 administrator is necessary and appropriate to further the health, safety, and general welfare of the
4 residents of recovery residences and the general public; and

5 WHEREAS, the Town's Planning Board has conducted a public hearing on this Ordinance
6 and provided its recommendation to the Town Commission; and

7 WHEREAS, the Town Commission has determined that the adoption of this Ordinance is in
8 the best interests of the health, safety, and welfare of the residents of the Town of Highland Beach.

9 NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COMMISSION OF THE TOWN
10 OF HIGHLAND BEACH, FLORIDA as follows:

11 **Section 1.** The foregoing "Whereas" clauses are hereby ratified as true and confirmed and are
12 incorporated herein.

13 **Section 2.** The Town Commission hereby amends Article VII, "Administration and
14 Enforcement," of Chapter 30, "Zoning Code," of the Town Code of Ordinances by adopting a new
15 Section 30-124 to provide as follows:

16 **Sec. 30-124. Reasonable accommodation procedure for certified recovery**
17 **residences.**
18

19 (a) *Purpose.* The purpose of this section is to provide procedures for the
20 review and approval of certified recovery residences within the town as required by
21 Section 397.487(15), Florida Statutes.

22 (b) *Definitions.* When used in this section, the following terms shall have
23 the meanings ascribed to them:

24 *Certified recovery residence* means a recovery residence that holds a valid
25 certificate of compliance pursuant to Section 397.487, Florida Statutes, and is
26 actively managed by a certified recovery residence administrator.

27 *Certified recovery residence administrator* means a recovery resident
28 administrator who holds a valid certificate of compliance pursuant to Section
29 397.487, Florida Statutes.

30 *Disabled individual or a disabled person* means an individual that qualifies
31 as disabled and/or handicapped under the Fair Housing Act, the Americans with
32 Disabilities Act or other state or federal regulation and who: (i) has a physical or
33 mental impairment which substantially limits one or major life activities; (ii) has a
34 record of having such impairment; and (iii) is regarded as having such impairment.

1 *Licensed service provider* means a public agency under Chapter 397, Florida
2 Statutes, a private for-profit or not-for-profit agency under Chapter 397, Florida
3 Statutes, a physician or any other private practitioner licensed under this chapter, or
4 a hospital that offers substance abuse services through one or more licensed service
5 components.

6 *Qualifying entity* shall mean, a licensed service provider in the State of
7 Florida as defined by Section 397.311(25), Florida Statutes, or an entity who is in
8 the business of providing recovery residences for individuals disabled due to
9 substance abuse.

10 *Recovery residence* means a residential dwelling unit or other form of group
11 housing that is offered or advertised through any means by any person or entity as a
12 residence that provides a peer-supported, alcohol-free, and drug-free living
13 environment.

14 *Recovery residence administrator* means the person responsible for the
15 overall management of the recovery residence, including but not limited to, the
16 supervision of residents and staff employed by, or volunteering for, the residence.

17 *Service component or component* means a discrete operational entity within
18 a service provider which is subject to licensing as defined by the rules adopted to
19 implement Chapter 397, Florida Statutes.

20 *Substance abuse* means the misuse of, or dependence on alcohol, illicit drugs,
21 or prescription medications.

22 (c) *Application procedure.* Any applicant, whether a disabled individual
23 or a qualifying entity, who wishes to operate a certified recovery residence within
24 the town may apply for a reasonable accommodation with respect to the town's land
25 development regulations, zoning laws, codes, rules, practices, and/or procedures by
26 submitting an application for a reasonable accommodation pursuant this section.

27 (1) All qualifying entities shall submit, as part of their application for
28 a reasonable accommodation, proof of any licensable service
29 component the qualifying entity holds pursuant to Chapter 397,
30 Florida Statutes.

31 (2) All qualifying entities or other providers of housing to persons in
32 recovery shall submit such information as the town may deem

sufficient to demonstrate that the entity is a certified recovery residence under state law.

(3) All qualifying entities and other providers of housing to persons in recovery shall submit such information as the town may deem necessary to demonstrate that the administrator responsible for the overall management and the supervision of residents and staff is a certified recovery residence administrator under state law.

(4) Applicants making application for a reasonable accommodation, whether individually or through a qualifying entity, shall submit proof that each individual is seeking a reasonable accommodation due to the individual's handicap or disability and that the requested accommodation is reasonable and necessary to afford the handicapped or disabled person equal opportunity to use and enjoy housing.

(5) An applicant for a reasonable accommodation under this section shall apply using the form available from the town clerk's office. In addition to the information required above, the application shall, at a minimum:

- a. Provide the name and contact information of the applicant or the applicant's authorized representative.
- b. Identify the property address and the parcel identification number; and
- c. Describe the accommodation requested and the specific regulation or policy from which relief is sought.

(6) The town shall display a notice on the town's website advising the public that an application for reasonable accommodation as provided in this section has been submitted to the town.

(7) A disabled individual, qualifying entity, or other provider of housing to persons in recovery who has applied for a reasonable accommodation may be represented at all stages of the reasonable accommodation proceedings by a person designated by the disabled individual as their authorized agent. Any authorized agent representing an individual, or, if applicable, a qualifying entity or housing provider, shall submit a written authorization designating the

1 individual as the agent authorized to legally bind the applicant to the
2 representations in the application, or any conditions agreed to or
3 imposed as part of the order of the special magistrate.

- 4 (8) No application fee shall be imposed by the town in connection with
5 an application for a reasonable accommodation.

6 (d) *Completed applications.* All applications for a reasonable
7 accommodation shall be date-stamped by the town clerk and reviewed by the town
8 building official or designee. If additional information is required, the town building
9 official or designee shall notify the applicant within thirty (30) days of receipt of the
10 application and allow the applicant at least thirty (30) days to respond.

- 11 (e) *Special magistrate process.*

- 12 (1) All completed applications shall be considered by a special magistrate
13 appointed by the town commission. The special magistrate shall be:

- 14 a. a retired judge who has served in either the circuit court or a
15 higher Florida court or as a federal district judge or circuit
16 federal judge; or
17 b. a practicing member of the Florida Bar with at least five (5)
18 years of experience in the field of local government or land use
19 law.

20 The code enforcement special magistrate may serve as the special
21 magistrate pursuant to this section.

- 22 (2) The town shall be responsible for mailing via certified mail a notice
23 containing the date and time of the special magistrate's hearing to
24 consider the application. All applications shall be considered by the
25 special magistrate within sixty (60) days after receipt of a completed
26 application or the application shall be deemed approved unless the
27 town and the applicant agree in writing to a reasonable extension of
28 time.

- 29 (3) Upon consideration of the application and at the conclusion of the
30 hearing, the special magistrate may:

- 31 a. grant the reasonable accommodation application as requested
32 in whole or in part, with or without conditions; or

b. deny the reasonable accommodation application, stating with specificity the objective, evidence-based reasons for denial and identifying deficiencies or actions necessary for reconsideration, if any.

(4) All decisions of the special magistrate shall be in writing. The written decision of the special magistrate shall constitute a final order and shall be sent to the applicant by certified mail, return receipt requested, at the address specified by the applicant on the application form. If denied, the applicant may appeal the final order by petition for writ of certiorari within thirty (30) days of the date it is rendered.

(f) *Revocation of approval.* Any reasonable accommodation granted pursuant to this section shall be revoked if:

- (1) the applicant violates any conditions of approval; or
- (2) the applicant's required certifications lapse or are revoked and not reinstated within one hundred and eighty (180) days.

Section 3. The provisions of this Ordinance shall become and be made a part of the Code of the Town of Highland beach, Florida.

Section 4. If any section, paragraph, sentence, clause, phrase, or word of this Ordinance is for any reason held by a court of competent jurisdiction to be unconstitutional, inoperative, or void, such holding shall not affect the remainder of the Ordinance.

Section 5. All ordinances or parts of ordinances and resolutions or parts of resolutions of the Town of Highland beach, Florida, which are in conflict with this Ordinance, are hereby repealed to the extent of such conflict.

Section 6. This Ordinance shall be effective immediately upon adoption.

The forgoing Ordinance, on first reading, was moved by Commissioner _____, seconded by Commissioner _____, and upon being put to a vote, the vote was as follows:

Mayor Natasha Moore	_____
Vice Mayor David Stern	_____
Commissioner Judith Goldberg	_____
Commissioner Don Peters	_____
Commissioner Jason Chudnofsky	_____

PASSED on first reading at the Regular Commission meeting held on the ____ day of _____, 2025.

1 The forgoing Ordinance, on second reading, was moved by Commissioner _____, seconded
2 by Commissioner _____, and upon being put to a vote, the vote was as follows:

3
4 Mayor Natasha Moore _____
5 Vice Mayor David Stern _____
6 Commissioner Judith Goldberg _____
7 Commissioner Don Peters _____
8 Commissioner Jason Chudnofsky _____
9

10 PASSED AND ADOPTED on second and final reading at the Regular Commission meeting held on the
11 ____ day of _____, 2025.
12
13
14

15 _____
Natasha Moore, Mayor

16 ATTEST:

17 **REVIEWED FOR LEGAL SUFFICIENCY**

18 _____
19 Lanelda Gaskins, MMC
20 Town Clerk
21
22
23

Leonard G. Rubin, Town Attorney
Town of Highland Beach



Affidavit of Legal Notice submission and publication

Highland Beach Legal Notice

Submission Time: **12/01/2025 10:50 AM (EST)**

Please find a PDF of your submission details attached to this email.

The attachments included in your submission are listed below. This Legal Notice along with the attachments is now published on the web portal.

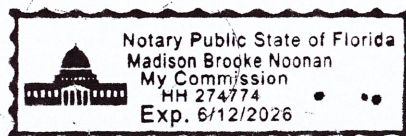
- Proposed Ordinance AD_PB 12-11-25 mtg.pdf
- signature.png

Signature of Affiant

Lanelda Gask

Signature of Notary Public

Madison Brogke Noonan



Notary Stamp


Highland Beach Legal Notice Submission

Highland Beach Legal Notice

12/01/2025 10:50 AM (EST)

Submitted by Lanelda Gaskins (lgaskins@highlandbeach.us)

Legal Notice

Please choose a category	Planning Board Public Hearing Notices - Highland Beach
Title	December 11, 2025, Planning Board Meeting - Proposed Ordinance Adopting New Section 30-124, Reasonable Accommodation Procedure for Certified Recovery Residences
Publish Date	12/01/2025
Publish Time	10:05 AM (EST)
Description	<p>TOWN OF HIGHLAND BEACH</p> <p>NOTICE OF PUBLIC HEARING</p> <p>YOU ARE HEREBY NOTIFIED that the Planning Board of the Town of Highland Beach will conduct a Public Hearing on Thursday, December 11, 2025 at 9:30 AM in the Commission Chambers at Town Hall, 3614 South Ocean Boulevard, Highland Beach, Florida to consider the following:</p> <p>AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HIGHLAND BEACH, FLORIDA, AMENDING ARTICLE VII, "ADMINISTRATION AND ENFORCEMENT," OF CHAPTER 30, "ZONING CODE," OF THE TOWN CODE OF ORDINANCES BY ADOPTING A NEW SECTION 30-124, "REASONABLE ACCOMMODATION PROCEDURE FOR CERTIFIED RECOVERY RESIDENCES;" PROVIDING FOR CODIFICATION; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.</p> <p>The proposed Ordinance 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.</p> <p>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.</p> <p>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.</p> <p>For additional information, please contact the Town Planner at (561) 278-4540.</p> <p>TOWN OF HIGHLAND BEACH, BUILDING DEPARTMENT</p>
Attach Files (Optional)	<div> Proposed Ordinance AD_PB 12-11-25 mtg.pdf</div>
Submitted by (Email Address)	lgaskins@highlandbeach.us
Notifications	No

Signature

A handwritten signature in black ink, featuring a stylized 'L' followed by a square symbol and a long horizontal line.

File Attachments for Item:

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



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Planning Board

MEETING DATE 12/11/2025

SUBMITTED BY: Jaclyn DeHart, Deputy Town Clerk

SUBJECT: 2026 PROPOSED PLANNING BOARD MEETING DATES

SUMMARY:

Below are the 2026 proposed Planning Board meeting dates, which will be held on the second Thursday of each month at 9:30 A.M. The meeting dates are as follows:

PLANNING BOARD MEETING DATES

- January 08, 2026
- February 12, 2026
- March 12, 2026
- April 09, 2026
- May 14, 2026
- June 11, 2026
- July 09, 2026
- August 13, 2026
- September 10, 2026
- October 08, 2026
- November 12, 2026
- December 10, 2026

FISCAL IMPACT:

N/A

ATTACHMENTS:

N/A

RECOMMENDATION:

Staff recommends approval of the proposed 2026 Planning Board meeting dates.