

AGENDA

CODE ENFORCEMENT BOARD REGULAR MEETING



Tuesday, December 12, 2023 AT 1:00 PM

TOWN OF HIGHLAND BEACH, FLORIDA
3618 S. OCEAN BOULEVARD
HIGHLAND BEACH, FL 33487
Telephone: (561) 278-4548

Website: www.highlandbeach.us

Library Community Room

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PLEDGE OF ALLEGIANCE**
4. **APPROVAL OF THE AGENDA**
5. **SWEARING IN OF THE PUBLIC**
6. **PUBLIC COMMENT** (*limited to three (3) minutes per speaker*)
7. **APPROVAL OF MINUTES**

A. November 14, 2023

8. **UNFINISHED BUSINESS**

A. **CASE NO. CC2023-02-014**
Fine Reduction Request

Margaret Oumano
2565 S. Ocean Blvd. Unit 303N
Highland Beach FL, 33487
PCN: 24-43-46-28-47-001-3030
Legal Description: TOWNHOUSES OF HIGHLAND BEACH COND BLDG
NORTH UNIT 303-N

Code Sections: 30-122 (B) Expiration of building permit, IPMC 304.3 Premises
identification- Address numbers

Violations: Expired Permit and Missing address numbers.

9. **NEW BUSINESS**

A. CASE NO. CC2023-10-028

James Paris & Karin Mueller Paris
1106 Bel Air Dr. B
Highland Beach FL, 33487
PCN: 24-43-47-04-03-000-0072

Legal Description: HIGHLAND BEACH ISLES E 61.59 FT OF LT 7

Code Sections:12-4(D)(3) Temporary Construction Fence Locked and Secure

Repeat Violation: Unsecured construction fence.

B. CASE NO. CC2023-09-019

Michael Duggan
4229 Tranquility Dr.
Highland Beach FL, 33487
PCN: 24-43-47-04-02-005-0170

Legal Description: BEL LIDO LT 17 BLK 5

Code Sections: 12-6 (B) Hours of construction-Saturdays, 12-6 (A) Hours of construction, 12-2(A) Construction site cleanliness; construction site safety, 12-2(B) Construction Site Cleanliness/Construction Site Safety, 12-2(E) Construction site cleanliness; construction site safety.

Violations: 1) Dirt/debris from construction site spilling into the public roadway. 2) Hours of construction on Saturdays.

C. CASE NO. CC2023-10-021

Jeanette Leaf
3720 S. Ocean Blvd. Unit 1606
Highland Beach FL, 33487
PCN: 24-43-47-04-53-000-1606

Legal Description: TOSCANA WEST CONDOMINIUM UNIT 1606/1607

Code Sections: FBC 110.5 Inspection requests, FBC 110.6 Approval required.

Repeat Violation: Inspections required. Unpaid permit fees. Permit AC23-0153 MECHANICAL AC CHANGEOUT.

D. 2024 PROPOSED CODE ENFORCEMENT BOARD MEETING DATES

10. ANNOUNCEMENTS

December 14, 2023	9:30 AM	Planning Board Regular Meeting
December 19, 2023	1:30 PM	Town Commission Meeting

11. ADJOURNMENT

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

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

File Attachments for Item:

A. November 14, 2023



TOWN OF HIGHLAND BEACH CODE ENFORCEMENT BOARD REGULAR MEETING MINUTES

Library Community Room
3618 South Ocean Boulevard
Highland Beach, Florida 33487

Date: November 14, 2023
Time: 1:00 PM

1. CALL TO ORDER

Chairperson Schlam called the meeting to order at 1:00 P.M.

2. ROLL CALL

Board Member Michael Cherbini (virtual)
Board Member Robert Lasorsa
Board Member James Murray
Vice Chairperson Jane Perlow
Chairperson Myles Schlam
Town Attorney Leonard Rubin
Deputy Town Clerk Jaclyn DeHart

ABSENT

Board Member Bryan Perilman

Additional Staff Present

Code Compliance Officer Adam Osowsky

3. PLEDGE OF ALLEGIANCE

The Code Enforcement Board led the Pledge of Allegiance of the United States of America

4. APPROVAL OF THE AGENDA

Motion: Murray/Perlow - Moved to approve the agenda as presented which passed 5 to 0.

5. SWEARING IN OF THE PUBLIC

Deputy Town Clerk Jaclyn DeHart swore in those giving testimony.

6. PUBLIC COMMENT

There were no public comments.

7. APPROVAL OF MINUTES

A. October 10, 2023

Motion: Murray/Perlow - Moved to approve the minutes of October 10, 2023 which passed 5 to 0.

8. UNFINISHED BUSINESS

A. None.

9. NEW BUSINESS

A. CASE NO. CC2023-10-011

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

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

Violations: Installed Driveway Pavers without a Permit

Chairperson Schlam read the title of Item 9.A. and asked the Board members if they had any ex parte communications to disclose in the matter? Hearing none, he opened the public hearing and called for Code Compliance Officer Osowsky to give testimony and recommendations regarding the violation.

Code Compliance Officer Adam Osowsky provided a brief timeline of the facts of the case. He entered submittals of evidence into the record. He mentioned that this is a repeat violation of code section 20-122 (A) Building Permits Required.

Code Compliance Officer Osowsky Town is asking for repeat violation only for the three days \$500 a day for three of the days and to assess prosecution costs in the amount of \$250 to be paid within 30 days.

Gabriel Darocha, from the construction company, provided comments on the permitting process.

Paula Marra, Rosenbaum PLLC Attorneys at Law, who is the attorney for Monterey House Condominium, provided comments on the repeat violation.

Motion: Lasorsa/Murray – Moved that the respondent be found in repeat violation of the Town Code as alleged in the Notice of Violation

and be ordered to pay a fine of \$500.00 and assess prosecution costs in the amount of \$250 payable within 30 days. Based upon a roll call, Member Lasorsa (Yes), Member Murray (Yes), Member Cherbini (No), Vice Chairperson Perlow (No), and Chairperson Schlam (Yes). The motion passed on a 3-2 vote.

B. CASE NO. CC2023-09-006

James Paris & Karin Mueller Paris
1106 Bel Air Dr. B
Highland Beach FL, 33487
PCN: 24-43-47-04-03-000-0072
Legal Description: HIGHLAND BEACH ISLES E 61.59 FT OF LT 7

Code Sections: 12-1.5 Construction Site Parking; Storage of Materials

Violations: Improperly parked construction vehicles.

Chairperson Schlam read the title of Item 9.B. and asked the Board members if they had any ex parte communications to disclose in the matter? Hearing none, he opened the public hearing and called for Code Compliance Officer Osowsky to give testimony and recommendations regarding the violation.

Code Compliance Officer Adam Osowsky provided a brief timeline of the facts of the case. He entered submittals of evidence into the record.

Code Compliance Officer Adam Osowsky mentioned that the violation has been corrected. Therefore, the Town recommended that the Respondents be found in violation of the Town Code as alleged in the Notice of Violation and recommended assessing prosecution costs in the amount of \$250.00 payable within 30 days.

Christopher Beale, construction manager, provided comments about parking.

The public hearing was closed and followed by a motion.

Motion: Perlow/Lasorsa - Moved that the Respondents be found in violation of the Town Code as alleged in the Notice of Violation but is now in compliance and that a do not repeat order be issue and assess prosecution costs in the amount of \$250.00 payable within 30 days. Based upon a roll call, Vice Chairperson Perlow (Yes), Member Lasorsa (Yes), Member Murray (Yes), Member Cherbini (Yes), and Chairperson Schlam (Yes). The motion passed on a 5 to 0 vote.

C. CASE NO. CC2023-10-010

James Paris & Karin Mueller Paris
1106 Bel Air Dr. B

Highland Beach FL, 33487

PCN: 24-43-47-04-03-000-0072

Legal Description: HIGHLAND BEACH ISLES E 61.59 FT OF LT 7

**Code Sections: 13-2 Unlawful accumulations-Declared nuisance.
Overgrowth**

Violations: Overgrowth. 7th Violation Since August 2022

Chairperson Schlam read the title of Item 9.C. and asked the Board members if they had any ex parte communications to disclose in the matter? Hearing none, he opened the public hearing and called for Code Compliance Officer Osowsky to give testimony and recommendations regarding the violation.

Code Compliance Officer Adam Osowsky provided a brief timeline of the facts of the case. He entered submittals of evidence into the record.

Code Compliance Officer Adam Osowsky mentioned that the violation has been corrected. Therefore, the Town recommended that the Respondents be found in violation of the Town Code as alleged in the Notice of Violation and recommended assessing prosecution costs in the amount of \$250.00 payable within 30 days.

Christopher Beale, construction manager, was present but provided no comments.

The public hearing was closed and followed by a motion.

Motion: Perlow/Murray - Moved that the Respondents be found in violation of the Town Code as alleged in the Notice of Violation but is now in compliance and that a do not repeat order be issue and assess prosecution costs in the amount of \$250.00 payable within 30 days. Based upon a roll call, Vice Chairperson Perlow (Yes), Member Murray (Yes), Member Lasorsa (Yes), Member Cherbini (Yes), and Chairperson Schlam (Yes). The motion passed on a 5 to 0 vote.

D. CASE NO. CC2023-09-020

James Paris & Karin Mueller Paris

1106 Bed Air Dr. B

Highland Beach FL, 33487

PCN: 24-43-47-04-03-000-0072

Legal Description: HIGHLAND BEACH ISLES E 61.59 FT OF LT 7

Code Sections: 12-2(A) Construction site cleanliness; construction site safety, 12-2(B) Construction Site Cleanliness/Construction Site Safety, 12-2(E) Construction site cleanliness; construction site safety, IPMC 302.1

Sanitation, IPMC 304.1 Exterior Structure- General, and IPMC 308.1 PMC - Rubbish and Garbage.

Violations: Dirt/debris from job site in public roadway.

Chairperson Schlam read the title of Item 9.D. and asked the Board members if they had any ex parte communications to disclose in the matter? Hearing none, he opened the public hearing and called for Code Compliance Officer Osowsky to give testimony and recommendations regarding the violation.

Code Compliance Officer Adam Osowsky provided a brief timeline of the facts of the case. He entered submittals of evidence into the record.

Code Compliance Officer Adam Osowsky mentioned that the violation has been corrected. Therefore, the Town recommended that the Respondents be found in violation of the Town Code as alleged in the Notice of Violation and recommended assessing prosecution costs in the amount of \$250.00 payable within 30 days.

Christopher Beale, construction manager, was present but provided no comments.

The public hearing was closed and followed by a motion.

Motion: Perlow/Murray - Moved that the Respondents be found in violation of the Town Code as alleged in the Notice of Violation but is now in compliance and that a do not repeat order be issue and assess prosecution costs in the amount of \$250.00 payable within 30 days. Based upon a roll call, Vice Chairperson Perlow (Yes), Member Murray (Yes), Member Lasorsa (Yes), Member Cherbini (Yes), and Chairperson Schlam (Yes). The motion passed on a 5 to 0 vote.

E. CASE NO. CC2023-09-021

AJR GRAND HIGHLAND BEACH LLC
1106 Grand Ct.
Highland Beach FL, 33487
PCN: 24-43-47-09-00-002-0090

Legal Description: 9-47-43, LT 6 & SELY 35.68 FT OF LT 7 UNREC GRAND CAY ESTS IN N 1/2 OF GOVLT 2 AS IN OR10274P1371

Code Sections: 12-4 Temporary construction fences.

Violations: Porta Potty not screened to code.

Chairperson Schlam read the title of Item 9.E. and asked the Board members if they had any ex parte communications to disclose in the matter? Hearing none,

he opened the public hearing and called for Code Compliance Officer Osowsky to give testimony and recommendations regarding the violation.

Code Compliance Officer Adam Osowsky stated that the property has been brought into compliance since the Notice of Hearing and the case is closed.

F. CASE NO. CC2023-09-007

Michael Duggan
4229 Tranquility Dr.
Highland Beach FL, 33487
PCN: 24-43-47-04-02-005-0170

Legal Description: BEL LIDO LT 17 BLK 5

Code Sections: 12-1.5 Construction Site Parking; Storage of Materials, 16-4 - Unlawful parking, generally, 28-10 LANDSCAPE Failure to Maintain Landscaping

Violations: 1) Unmaintained landscaping 2) Prohibited parking on unapproved surfaces

Chairperson Schlam read the title of Item 9.F. and asked the Board members if they had any ex parte communications to disclose in the matter? Hearing none, he opened the public hearing and called for Code Compliance Officer Osowsky to give testimony and recommendations regarding the violation.

Code Compliance Officer Adam Osowsky provided a brief timeline of the facts of the case. He entered submittals of evidence into the record.

Code Compliance Officer Adam Osowsky mentioned that the violation has been corrected. Therefore, the Town recommended that the Respondents be found in violation of the Town Code as alleged in the Notice of Violation and recommended assessing prosecution costs in the amount of \$250.00 payable within 30 days.

The public hearing was closed and followed by a motion.

Motion: Perlow/Murray - Moved that the Respondents be found in violation of the Town Code as alleged in the Notice of Violation but is now in compliance and that a do not repeat order be issue and assess prosecution costs in the amount of \$250.00 payable within 30 days. Based upon a roll call, Vice Chairperson Perlow (Yes), Member Murray (Yes), Member Lasorsa (Yes), Member Cherbini (Yes), and Chairperson Schlam (Yes). The motion passed on a 5 to 0 vote.

G. CASE NO. CC2023-09-025

Gloria Stuart & Robert Spahr
4225 Tranquility Dr.
Highland Beach FL, 33487
PCN:24-43-47-04-02-005-0160

Legal Description: BEL LIDO LT 16 BLK 5

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

Violations: Installing a new A/C without a required permit.

Chairperson Schlam read the title of Item 9.G. and asked the Board members if they had any ex parte communications to disclose in the matter? Hearing none, he opened the public hearing and called for Code Compliance Officer Osowsky to give testimony and recommendations regarding the violation.

Code Compliance Officer Adam Osowsky provided a brief timeline of the facts of the case. He entered submittals of evidence into the record.

Code Compliance Officer Adam Osowsky mentioned that the violation has been corrected. Therefore, the Town recommended that the Respondents be found in violation of the Town Code as alleged in the Notice of Violation and recommended assessing prosecution costs in the amount of \$250.00 payable within 30 days.

Robert Spahr, the property owner, was present and provided comments on the permit.

The public hearing was closed and followed by a motion.

Motion: Perlow/Murray - Moved that the Respondents be found in violation of the Town Code as alleged in the Notice of Violation but is now in compliance and that a do not repeat order be issue and assess prosecution costs in the amount of \$250.00 payable within 30 days. Based upon a roll call, Vice Chairperson Perlow (Yes), Member Murray (Yes), Member Lasorsa (Yes), Member Cherbini (Yes), and Chairperson Schlam (Yes). The motion passed on a 5 to 0 vote.

10. ANNOUNCEMENTS

Chairperson Schlam read the announcements as follows.

November 21, 2023	1:30 PM	Town Commission Meeting
December 05, 2023	1:30 PM	Town Commission Meeting
December 12, 2023	1:00 P.M.	Code Enforcement Regular Meeting

11. ADJOURNMENT

The meeting adjourned at 1:59 P.M.

APPROVED December 12, 2023, Code Enforcement Regular Meeting

Myles B. Schlam, Chairperson

ATTEST:

Transcribed by: Jaclyn DeHart

December 12, 2023

Jaclyn DeHart
Deputy Town Clerk

Date

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

File Attachments for Item:

A. CASE NO. CC2023-02-014 Fine Reduction Request

Margaret Oumano 2565 S. Ocean Blvd. Unit 303N Highland Beach FL, 33487 PCN: 24-43-46-28-47-001-3030 Legal Description: TOWNHOUSES OF HIGHLAND BEACH COND BLDG NORTH UNIT 303-N

Code Sections: 30-122 (B) Expiration of building permit, IPMC 304.3 Premises identification- Address numbers

Violations: Expired Permit and Missing address numbers.

TOWN OF HIGHLAND BEACH, FLORIDA
CODE ENFORCEMENT BOARD

TOWN OF HIGHLAND BEACH, FLORIDA,

Petitioner,

v.

MARGARET OUMANO
8400 72ND Drive, Suite 6
Glendale, NY 11385-7900

Case No: 2023-02-014

PCN: 24-43-46-28-47-001-3030

Respondents.

LEGAL: TOWNHOUSES OF HIGHLAND
BEACH COND BLDG NORTH UNIT 303-N

ORDER FINDING VIOLATION

THIS MATTER having come before the Code Enforcement Board on May 9, 2023, and having heard the testimony of the parties, and having considered the evidence presented by the parties, and having been fully appraised of the circumstances, the Board does find as follows:

FINDINGS OF FACT

1. Respondent is the owner of property located at 2565 South Ocean Boulevard, Unit 303-N, Highland Beach, Florida, as described above.
2. By Notice of Violation, the Town advised Respondent that she was in violation of Section 30-122(B) of the Town Code of Ordinances (expired permit) and Section 304.3 (premises identification) of the International Property Maintenance Code.
3. Respondent was not in attendance.
4. All required notices were served in compliance with Section 162.12, Florida Statutes, and Section 2-106 of the Town Code of Ordinances.
5. The testimony and evidence presented at the hearing demonstrated that the violation remained on the Property as of the date of the hearing.

CONCLUSIONS OF LAW

1. By reason of the foregoing, Respondent is in violation of Section 30-122(B) of the Town Code of Ordinances and Section 304.3 of the International Property Maintenance Code as incorporated by reference in Section 6-29 of the Town Code of Ordinances and is therefore subject to the provisions of Article V, Chapter 2, of the Code of Ordinances of the Town of Highland Beach, under the authority of Chapter 162 of the Florida Statutes, as both may be amended from time to time.
2. Respondent remains in violation of the Code sections cited above.

COMPLIANCE

1. IT IS HEREBY ORDERED that Respondent shall comply with the above section of the Town of Highland Beach's Code of Ordinances as follows:

a. Respondent shall comply with the Town Code within thirty (30) days of the date of the hearing **or by June 8, 2023.**

b. Should Respondent fail to bring the Property into compliance by the date specified above, **a fine in the amount of \$250.00** shall be assessed against Respondent for each day the Property remains in violation past the date set for compliance.

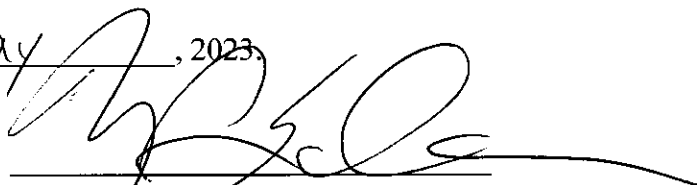
c. No further action shall be required for the entry of such fine.

2. Respondent is further ordered to reimburse the Town in the amount of \$250.00 for administrative costs incurred in prosecuting the case before the Board, which shall be included in the Lien amount. Said costs shall be paid by the date set for compliance.

3. Should Respondent violate the same code section cited herein, such reoccurrence may subject the Respondent to a repeat violator fine of up to \$500.00 per day for every day of the violation, plus administrative costs in enforcing the action, pursuant to Chapter 162, Florida Statutes.

4. Respondent may submit a written request for a hearing to challenge this Order prior to its recordation as a Lien provided Respondent does so within thirty (30) days from the date this Order was executed. If Respondent fails to comply with the Town Code within the specified deadline and timely request such a hearing in writing to the Town, the Town may record a certified copy of such Order in the Public Records of Palm Beach County, Florida, and thereafter the Order shall constitute a Lien against the real and/or personal property owned by Respondent. If such a hearing is requested, the Town shall notify Respondent of the hearing date by regular and certified mail. Respondent is not entitled to a rehearing of the case, and there shall be no presentation of evidence as to the existence or non-existence of the violation. Instead, Respondent shall Show Cause why this Order should not be recorded as a Lien in the Public Records of Palm Beach County, Florida.

DONE AND ORDERED this 15 day of May, 2023.



Myles Schlam, Chair
Code Enforcement Board

Copies Furnished to:

Respondent

File Attachments for Item:

A. CASE NO. CC2023-10-028

James Paris & Karin Mueller Paris 1106 Bel Air Dr. B Highland Beach FL, 33487 PCN:
24-43-47-04-03-000-0072 Legal Description: HIGHLAND BEACH ISLES E 61.59 FT OF
LT 7

Code Sections: 12-4(D)(3) Temporary Construction Fence Locked and Secure

Repeat Violation: Unsecured construction fence.

TOWN OF HIGHLAND BEACH, FLORIDA
CODE ENFORCEMENT BOARD

TOWN OF HIGHLAND BEACH, FLORIDA,

Petitioner,

v.

JAMES PARIS AND KARIN MUELLER
PARIS
1106 Bel Air Drive B
Highland Beach, FL 33487

Case No: 2023-06-003

PCN: 24-43-47-04-03-000-0072

LEGAL: HIGHLAND BEACH ISLES E 61.5
FT OF LT 7

Respondents.

_____ /

ORDER FINDING VIOLATION

THIS MATTER having come before the Code Enforcement Board on October 10, 2023, and having heard the testimony of the parties, and having considered the evidence presented by the parties, and having been fully appraised of the circumstances, the Board does find as follows:

FINDINGS OF FACT

1. Respondents are the owners of property located at 1106 Bel Air Drive B, Highland Beach, Florida, as described above.
2. By Notice of Violation, the Town advised Respondents that they are in violation of Section 12-4(D) of the Town Code for failing to secure and lock a temporary construction fence.
3. Respondents' general contractor was in attendance.
4. All required notices were served in compliance with Section 162.12, Florida Statutes, and Section 2-106 of the Town Code of Ordinances.
5. The testimony and evidence presented at the hearing demonstrated that the violation existed on the Property but was corrected as of the date of the hearing.

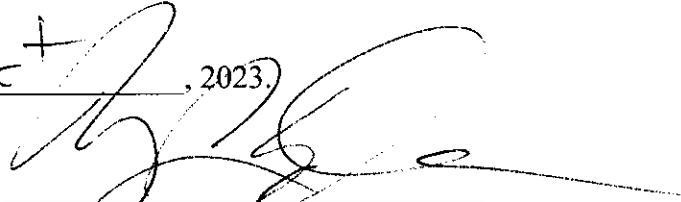
CONCLUSIONS OF LAW

1. By reason of the foregoing, Respondents were in violation of the Town Code of Ordinances and are therefore subject to the provisions of Article V, Chapter 2, of the Code of Ordinances of the Town of Highland Beach, under the authority of Chapter 162 of the Florida Statutes, as both may be amended from time to time.
2. Respondents corrected the violation prior to the hearing.

COMPLIANCE

1. IT IS HEREBY ORDERED that Respondents shall continue to comply with Section 12-4(D) of the Town Code of Ordinances and a do not repeat order is hereby issued.
2. Respondents are further ordered to reimburse the Town in the amount of \$250.00 for administrative costs incurred in prosecuting the case before the Board, which, if unpaid, shall constitute a Lien against the Property. Said costs shall be paid within thirty (30) days of execution of this Order.
3. Should Respondents violate the same code section cited herein, such reoccurrence may subject Respondents to a repeat violator fine of up to \$500.00 per day for every day of the violation without an opportunity to correct, plus administrative costs in enforcing the action, pursuant to Chapter 162, Florida Statutes.
4. Respondents may submit a written request for a hearing to challenge this Order prior to its recordation as a Lien provided the Respondents do so within thirty (30) days from the date this Order was executed. If Respondents fail to timely request such a hearing in writing to the Town, the Town may record a certified copy of such Order in the Public Records of Palm Beach County, Florida, and thereafter the Order shall constitute a Lien against the real and/or personal property owned by Respondents, provided, however, no Lien shall be recorded if the administrative costs are fully paid within thirty (30) days. If such a hearing is requested, the Town shall notify the Respondents of the hearing date by regular and certified mail. Respondents are not entitled to a rehearing of the case, and there shall be no presentation of evidence as to the existence or non-existence of the violation. Instead, Respondents shall Show Cause why this Order should not be recorded as a Lien in the Public Records of Palm Beach County, Florida.

DONE AND ORDERED this 6th day of Oct, 2023.



Myles Schlam, Chair
Code Enforcement Board

Copies Furnished to:

Respondents



Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

NOTICE OF HEARING / APPEARANCE

CASE NO. CC2023-10-028

TOWN OF HIGHLAND BEACH, FLORIDA

VS.

James Paris & Karin Mueller Paris
1106 Bel Air Dr Apt B
Highland Beach FL, 33487

Re: 1106 Bel Air Dr. B, Highland Beach FL 33487 (PCN: 24-43-47-04-03-000-0072)

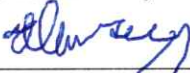
YOU ARE HEREBY NOTIFIED that pursuant to Article V, Chapter 2 (Administration) of the Town of Highland Beach's Code of Ordinances, the Code Enforcement Board will be conducting a Code Enforcement Board meeting on **Tuesday, December 14, 2023, at 1:00 P.M., in the Library Community Room at 3618 South Ocean Boulevard**, regarding a **repeat violation** of an unsecured construction fence (12-4(D)(3) Temporary Construction Fence Locked and Secure). During the meeting, a hearing will take place to determine whether you have violated one or more provisions and/or sections of the Town of Highland Beach's Code, as set forth in the attached "Violation Notice," sworn to by the Code Enforcement Officer of the Town of Highland Beach.

THEREFORE, YOU ARE HEREBY COMMANDED to be and appear before the Code Enforcement Board at the aforesaid place, date, and time. **IF YOU FAIL TO APPEAR, A JUDGMENT MAY BE RENDERED AGAINST YOU.**

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

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a copy of the foregoing notice has been furnished to the above-named addressee by posting on the door of the addressee's residence and by U.S. Postal Service Certified Mail, Return Receipt Domestic Mail, **SIGNED** this 16th day of November 2023.



Adam Osowsky
Code Compliance Officer

Certified Mail: 7021 1970 0002 3025 4708

7021 1970 0002 3025 4708

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee	\$ 4.35
Extra Services & Fees (check box, add fees as appropriate)	\$ 3.35
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$

Postage \$.66

Total Postage and Fees \$ 8.36

HIGHLAND BEACH, FL 33487
NOV 18 2023
Postmark Here
CPO #0231

Sent To	James Paris & Karin Mueller Paris
Street and	1106 Bel Air Dr. Apt B
City, State	Boca Raton, FL 33487 4287
PS Form	CC2023-10-028
Instructions	

Property Detail

Location Address 1106 BEL AIR DR B
Municipality HIGHLAND BEACH
Parcel Control Number 24-43-47-04-03-000-0072
Subdivision HIGHLAND BEACH ISLES IN
Official Records Book 32071 Page 44
Sale Date DEC-2020
Legal Description HIGHLAND BEACH ISLES E 61.59 FT OF LT 7

Owner Information

Owners	Mailing address
MUELLER PARIS KARIN	1106 BEL AIR DR APT B
PARIS JAMES &	BOCA RATON FL 33487 4287

Sales Information

Sales Date	Price	OR Book/Page	Sale Type	Owner
DEC-2020	\$1,425,000	32071 / 00044	WARRANTY DEED	PARIS JAMES &
MAR-2015	\$415,000	27403 / 01495	WARRANTY DEED	BROCATO JOSEPH &
FEB-2015	\$0	27354 / 01547	CERT OF TITLE	U S BANK NATL ASSN TR
AUG-2014	\$368,100	27002 / 00601	CERT OF TITLE	US BANK NATL ASSN TR
APR-2007	\$798,000	21601 / 00257	WARRANTY DEED	CAMPISI FRANK J
OCT-2005	\$10	19613 / 01004	WARRANTY DEED	BONOMO STEPHEN J &H
DEC-2000	\$277,000	12227 / 00205	WARRANTY DEED	BONOMO STEPHEN J
SEP-1987	\$165,000	05436 / 00699	WARRANTY DEED	
AUG-1986	\$155,000	05045 / 01849	WARRANTY DEED	
JAN-1979	\$118,000	03068 / 00447	WARRANTY DEED	

Exemption Information

Applicant/Owner	Year	Detail
PARIS JAMES &	2023	ADDITIONAL HOMESTEAD
PARIS JAMES &	2023	HOMESTEAD

Property Information

Number of Units 1
*Total Square Feet 3960
Acres 0.1555
Use Code 0100 - SINGLE FAMILY
Zoning RML - MULTI-FAMILY LOW-DENSITY (24-HIGHLAND BEACH)

Appraisals

Tax Year	2023 P	2022	2021
Improvement Value	\$383,068	\$323,329	\$503,397
Land Value	\$992,003	\$844,250	\$690,000
Total Market Value	\$1,375,071	\$1,167,579	\$1,193,397

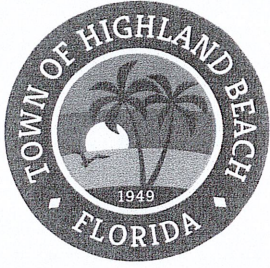
P = Preliminary *All values are as of January 1st each year*

Assessed and Taxable Values

Tax Year	2023 P	2022	2021
Assessed Value	\$1,375,071	\$1,167,579	\$1,193,397
Exemption Amount	\$50,000	\$0	\$0
Taxable Value	\$1,325,071	\$1,167,579	\$1,193,397

Taxes

Tax Year	2023 P	2022	2021
Ad Valorem	\$21,370	\$19,136	\$20,229
Non Ad Valorem	\$104	\$100	\$96
Total tax	\$21,474	\$19,236	\$20,325



Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

NOTICE OF HEARING / APPEARANCE

CASE NO. CC2023-10-028

TOWN OF HIGHLAND BEACH, FLORIDA

VS.

James Paris & Karin Mueller Paris
1106 Bel Air Dr Apt B
Highland Beach FL, 33487

**POSTED
ON PROPERTY**

11/16/23

DATE

Re: 1106 Bel Air Dr. B, Highland Beach FL 33487 (PCN: 24-43-47-04-03-000-0072)

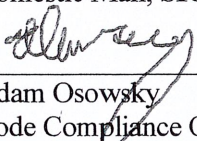
YOU ARE HEREBY NOTIFIED that pursuant to Article V, Chapter 2 (Administration) of the Town of Highland Beach's Code of Ordinances, the Code Enforcement Board will be conducting a Code Enforcement Board meeting on *Tuesday, December 14, 2023, at 1:00 P.M., in the Library Community Room at 3618 South Ocean Boulevard*, regarding a **repeat violation** of an unsecured construction fence (12-4(D)(3) Temporary Construction Fence Locked and Secure). During the meeting, a hearing will take place to determine whether you have violated one or more provisions and/or sections of the Town of Highland Beach's Code, as set forth in the attached "Violation Notice," sworn to by the Code Enforcement Officer of the Town of Highland Beach.

THEREFORE, YOU ARE HEREBY COMMANDED to be and appear before the Code Enforcement Board at the aforesaid place, date, and time. **IF YOU FAIL TO APPEAR, A JUDGMENT MAY BE RENDERED AGAINST YOU.**

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

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a copy of the foregoing notice has been furnished to the above-named addressee by posting on the door of the addressee's residence and by U.S. Postal Service Certified Mail, Return Receipt Domestic Mail, **SIGNED** this 16th day of November 2023.


Adam Osowsky
Code Compliance Officer

Certified Mail: 7021 1970 0002 3025 4708

Thu, November 16, 2023 0
Highland Beach, FL 33487



Town of Highland Beach
3034 South Ocean Boulevard • Highland Beach, Florida 33487

NOTICE OF HEARING / APPEARANCE

CASE NO. CC2023-10-028
TOWN OF HIGHLAND BEACH, FLORIDA

VS.

James Paris & Karin Maeller Paris
1106 Bel Air Dr. APT B
Highland Beach FL, 33487

**POSTED
ON PROPERTY**

11/16/23
DATE

Re: 1106 Bel Air Dr. B, Highland Beach FL 33487 (PCN: 24-43-47-04-03-000-0072)


YOU ARE HEREBY NOTIFIED that pursuant to Article V, Chapter 2 (Administration) of the Town of Highland Beach's Code of Ordinances, the Code Enforcement Board will be conducting a Code Enforcement Board meeting on **Tuesday, December 14, 2023, at 1:00 P.M., in the Library Community Room at 3618 South Ocean Boulevard**, regarding a repeat violation of an unsecured construction fence (12-4(D)(3) Temporary Construction Fence Locked and Secure). During the meeting, a hearing will take place to determine whether you have violated one or more provisions and/or sections of the Town of Highland Beach's Code, as set forth in the attached "Violation Notice," sworn to by the Code Enforcement Officer of the Town of Highland Beach.

THEREFORE, YOU ARE HEREBY COMMANDED to be and appear before the Code Enforcement Board at the aforesaid place, date, and time. **IF YOU FAIL TO APPEAR, A JUDGMENT MAY BE RENDERED AGAINST YOU.**

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

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a copy of the foregoing notice has been furnished to the above-named addressee by posting on the door of the addressee's residence and by U.S. Postal Service Certified Mail, Return Receipt Domestic Mail, SIGNED this 16th day of November 2023.


Adam Osowski
Code Compliance Officer

Certified Mail: 7021 1970 0002 3025 4708

www.highlandbeach.us

Tel (561) 278-4548 - Fax (561) 265-9582



Town of Highland Beach

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

October 30, 2023

PARIS JAMES & MUELLER PARIS KARIN
1106 BEL AIR DR APT B
Highland Beach, FL 33487

RE: Code Compliance Case No. CC2023-10-028

PARIS JAMES & MUELLER PARIS KARIN,

Location : 1106 BEL AIR DR B
HIGHLAND BEACH FL, 33487

Complaint Description:

REPEAT VIOLATION: Unsecured fence.

REPEAT CODE COMPLAINEE HEARING TO BE SCHEDULED.

12-4(D)(3) Temporary Construction Fence Locked and Secure

Gates shall be secured and locked with a lock substantial enough to ensure closure and security when workers are not on the job site.

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

Should you have any questions, please contact the Code Compliance Officer for a reinspection at 561-278-4540 option 4.

Regards,

Adam Osowsky
CODE COMPLIANCE OFFICER
aosowsky@highlandbeach.us
5613516169

Evidence Sheet	
Case Number:	CC2023-10-028
Property Address:	1106 Bel Air Dr B
Officer:	Adam Osowsky



Mon, October 30, 2023
07:11AM
Highland Beach, FL 33487

Evidence Sheet	
Case Number:	CC2023-10-028
Property Address:	1106 Bel Air Dr B
Officer:	Adam Osowsky



Evidence Sheet	
Case Number:	CC2023-10-028
Property Address:	1106 Bel Air Dr B
Officer:	Adam Osowsky



Evidence Sheet	
Case Number:	CC2023-10-028
Property Address:	1106 Bel Air Dr B
Officer:	Adam Osowsky



File Attachments for Item:

B. CASE NO. CC2023-09-019

Michael Duggan 4229 Tranquility Dr. Highland Beach FL, 33487 PCN: 24-43-47-04-02-005-0170

Legal Description: BEL LIDO LT 17 BLK 5

Code Sections: 12-6 (B) Hours of construction-Saturdays, 12-6 (A) Hours of construction, 12-2(A) Construction site cleanliness; construction site safety, 12-2(B) Construction Site Cleanliness/Construction Site Safety, 12-2(E) Construction site cleanliness; construction site safety.

Violations: 1) Dirt/debris from construction site spilling into the public roadway. 2) Hours of construction on Saturdays.



Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

NOTICE OF HEARING / APPEARANCE

CASE NO. CC2023-09-019

TOWN OF HIGHLAND BEACH, FLORIDA

VS.

Michael Duggan
4229 Tranquility Dr.
Highland Beach FL, 33487

Re: 4229 Tranquility Dr., Highland Beach FL 33487 (PCN: 24-43-47-04-02-005-0170)

YOU ARE HEREBY NOTIFIED that pursuant to Article V, Chapter 2 (Administration) of the Town of Highland Beach's Code of Ordinances, the Code Enforcement Board will be conducting a Code Enforcement Board meeting on *Tuesday, December 14, 2023, at 1:00 P.M., in the Library Community Room at 3618 South Ocean Boulevard*, regarding 1) Dirt/debris from construction site spilling into the public roadway. 2) Hours of construction on Saturdays, **(12-6 (B) Hours of construction-Saturdays, 12-6 (A) Hours of construction, 12-2(A) Construction site cleanliness; construction site safety, 12-2(B) Construction Site Cleanliness/Construction Site Safety, 12-2(E) Construction site cleanliness; construction site safety)** During the meeting, a hearing will take place to determine whether you have violated one or more provisions and/or sections of the Town of Highland Beach's Code, as set forth in the attached "Violation Notice," sworn to by the Code Enforcement Officer of the Town of Highland Beach.

THEREFORE, YOU ARE HEREBY COMMANDED to be and appear before the Code Enforcement Board at the aforesaid place, date, and time. **IF YOU FAIL TO APPEAR, A JUDGMENT MAY BE RENDERED AGAINST YOU.**

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

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a copy of the foregoing notice has been furnished to the above-named addressee by posting on the door of the addressee's residence and by U.S. Postal Service Certified Mail, Return Receipt Domestic Mail, **SIGNED** this 16th day of November 2023.

Adam Osowsky
Code Compliance Officer

Certified Mail: 7021 1970 0002 3025 4715

www.highlandbeach.us

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

7021 1970 0002 3025 4715

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee	\$ 4.35
Extra Services & Fees (check box, add fee as appropriate)	\$ 3.55
<input type="checkbox"/> Return Receipt (hardcopy)	\$
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	\$.66
Total Postage and Fees	\$ 8.56



Sent To	Michael Duggan
Street and	4229 Tranquility Dr.
City, State	Highland Beach, FL 33487
PS Form	CC2023-09-019

for Instructions

Property Detail

Location Address 4229 TRANQUILITY DR
 Municipality HIGHLAND BEACH
 Parcel Control Number 24-43-47-04-02-005-0170
 Subdivision BEL LIDO IN
 Official Records Book 32779 Page 1627
 Sale Date JUL-2021
 Legal Description BEL LIDO LT 17 BLK 5

Owner Information

Owners DUGGAN MICHAEL	Mailing address 4229 TRANQUILITY DR HIGHLAND BEACH FL 33487 4215
---------------------------------	---

Sales Information

Sales Date	Price	OR Book/Page	Sale Type	Owner
JUL-2021	\$3,200,000	32779 / 01627	WARRANTY DEED	DUGGAN MICHAEL
MAY-2020	\$2,100,000	31448 / 01095	WARRANTY DEED	BOWSKY BRANDON A
JUL-2018	\$1,400,000	29994 / 00582	WARRANTY DEED	BSD PROPERTIS LLC
MAR-2018	\$10	29706 / 00706	WARRANTY DEED	ZUCKER DAVID EST
MAY-2015	\$700,000	27522 / 00840	WARRANTY DEED	FENSTER JASON &
SEP-2003	\$1,600,000	15933 / 00955	WARRANTY DEED	ZUCKER DAVID
AUG-1994	\$100	08394 / 01812	DEED OF TRUST	HARBIN ANNA J &
AUG-1990	\$100	06539 / 00641	QUIT CLAIM	
JAN-1980	\$191,300	03391 / 00059		
JAN-1977	\$97,000	02705 / 01760		
JAN-1975	\$105,000	02482 / 01900	WARRANTY DEED	

Exemption Information

Applicant/Owner	Year	Detail
DUGGAN MICHAEL	2023	HOMESTEAD
DUGGAN MICHAEL	2023	ADDITIONAL HOMESTEAD

Property Information

Number of Units 1
 *Total Square Feet 4106
 Acres 0.2609
 Use Code 0100 - SINGLE FAMILY
 Zoning RS - RESIDENTIAL SINGLE FAMILY (24-HIGHLAND BEACH)

Appraisals

Tax Year	2023 P	2022	2021
Improvement Value	\$1,990,237	\$1,365,669	\$903,005
Land Value	\$1,562,760	\$1,569,716	\$1,242,000
Total Market Value	\$3,552,997	\$2,935,385	\$2,145,005

P = Preliminary *All values are as of January 1st each year*

Assessed and Taxable Values

Tax Year	2023 P	2022	2021
Assessed Value	\$2,983,981	\$2,897,069	\$2,145,005
Exemption Amount	\$50,000	\$50,000	\$0
Taxable Value	\$2,933,981	\$2,847,069	\$2,145,005

Taxes

Tax Year	2023 P	2022	2021
Ad Valorem	\$47,122	\$46,825	\$36,360
Non Ad Valorem	\$190	\$184	\$178
Total tax	\$47,312	\$47,009	\$36,538



Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

NOTICE OF HEARING / APPEARANCE

CASE NO. CC2023-09-019

TOWN OF HIGHLAND BEACH, FLORIDA

VS.

Michael Duggan
4229 Tranquility Dr.
Highland Beach FL, 33487

**POSTED
ON PROPERTY**

11/16/23

DATE

Re: 4229 Tranquility Dr., Highland Beach FL 33487 (PCN: 24-43-47-04-02-005-0170)

YOU ARE HEREBY NOTIFIED that pursuant to Article V, Chapter 2 (Administration) of the Town of Highland Beach's Code of Ordinances, the Code Enforcement Board will be conducting a Code Enforcement Board meeting on *Tuesday, December 14, 2023, at 1:00 P.M., in the Library Community Room at 3618 South Ocean Boulevard*, regarding 1) Dirt/debris from construction site spilling into the public roadway. 2) Hours of construction on Saturdays, **(12-6 (B) Hours of construction-Saturdays, 12-6 (A) Hours of construction, 12-2(A) Construction site cleanliness; construction site safety, 12-2(B) Construction Site Cleanliness/Construction Site Safety, 12-2(E) Construction site cleanliness; construction site safety)** During the meeting, a hearing will take place to determine whether you have violated one or more provisions and/or sections of the Town of Highland Beach's Code, as set forth in the attached "Violation Notice," sworn to by the Code Enforcement Officer of the Town of Highland Beach.

THEREFORE, YOU ARE HEREBY COMMANDED to be and appear before the Code Enforcement Board at the aforesaid place, date, and time. **IF YOU FAIL TO APPEAR, A JUDGMENT MAY BE RENDERED AGAINST YOU.**

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

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a copy of the foregoing notice has been furnished to the above-named addressee by posting on the door of the addressee's residence and by U.S. Postal Service Certified Mail, Return Receipt Domestic Mail, **SIGNED** this 16th day of November 2023.

Adam Osowsky
Code Compliance Officer

Certified Mail: 7021 1970 0002 3025 4715

www.highlandbeach.us

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

Thu, November 16, 2023 0
Highland Beach, FL 33487





Town of Highland Beach

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

October 06, 2023

DUGGAN MICHAEL
4229 TRANQUILITY DR
HIGHLAND BEACH, FL 33487

RE: Code Compliance Case No. CC2023-09-019

DUGGAN MICHAEL,

Location : 4229 TRANQUILITY DR
HIGHLAND BEACH FL, 33487

Complaint Description:

Violation: 1) Dirt/debris from construction site spilling into the public roadway. 2) Hours of construction on Saturdays.

Correction: 1) Must clean all dirt/trash/debris from the public roadway. 2) Per the Town's Code of Ordinances Section 12-6, Hours of construction, construction is prohibited on Saturdays before 9 am or after 3 pm.

Correct by: September 28, 2023. Updated correct by date: 10/15/2023.

12-6 (B) Hours of construction-Saturdays

(b)Construction activities on Saturdays that are not a holiday listed in subsection (a) above are subject to each of the following restrictions:(1)The construction activity shall not involve the use or operation of tools or equipment, in any fashion, that creates a noise disturbance across the property line of the permitted job site. For the purposes of this subsection, "noise disturbance" shall be defined as any noise, sound, vibration or signal which unreasonably disturbs the comfort, peace or repose of any person.(2)The following activities are strictly prohibited:a.The placement and/or cleaning or removal of dumpsters or portable restrooms;b.The large-scale delivery of construction materials requiring unloading by a forklift or similar mechanical equipment;c.Concrete deliveries and concrete pumping;d.The use of dump trucks, backhoes, bulldozers, cranes and similar equipment;e.The use of compressors, generators, nail guns and similar equipment;f.Jack hammering and hammer drilling into concrete or a similar surface; andg. Any other construction activity creating a noise disturbance.

12-6 (A) Hours of construction

The construction (including excavation), demolition, alteration or repair of any building in a residential district is prohibited between the hours of 5:00 p.m. and 8:00 a.m., and on Saturdays, Sundays and holidays, except in the case of urgent necessity or in the interest of public safety and then only with notification to the police department after town working hours or with a permit from the building official during town working hours, which permit may be renewed for a period of three (3) days or less while the emergency continues. Approval by the police department allowing after hours construction work must be reviewed by the building official on the next available work day and the contractor or owner must apply for a permit even if the work is completed. For the purposes of this subsection, "holiday" shall be defined as any full day when the administrative offices of the town are closed except for the day after Thanksgiving.

12-2(A) Construction site cleanliness; construction site safety.



Town of Highland Beach

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

During the course of construction or demolition work being done on any premises, it shall be unlawful for any person to cause, permit or allow the emissions of particulate matter from any source whatsoever, including, but not limited to, incidents caused by vehicular movement, transportation of materials, construction, alteration, demolition or wrecking of buildings or structures, or the stockpiling of sand or dirt, without taking reasonable precautions to prevent such emissions or to preclude fugitive particulates that may trespass on neighboring properties during dry and windy weather. In the case of stockpiled particulate materials, such materials shall be stabilized by adequate coverings, by wetting or by chemical application to the satisfaction of the building official.

12-2(B) Construction Site Cleanliness/Construction Site Safety

Construction sites and neighboring properties are to be maintained in a clean condition at all times and any papers, litter, dirt, dust and/or construction materials are to be disposed of and/or secured at the end of each day's work.

12-2(E) Construction site cleanliness; construction site safety.

All areas surrounding construction sites which are affected by dust, dirt and debris from the construction site shall be swept clean of such dust, dirt and debris a minimum of two times per day; at least one of which must be at the conclusion of work for that day.

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

Should you have any questions, please contact the Code Compliance Officer for a reinspection at 561-278-4540 option 4.

Regards,

Adam Osowsky
CODE COMPLIANCE OFFICER
aosowsky@highlandbeach.us
5613516169

7021 0950 0000 8687 1714

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
 Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee
 \$ 4.35

Extra Services & Fees (check box, add fee as appropriate)

Return Receipt (hardcopy) \$ 3.55

Return Receipt (electronic) \$ _____

Certified Mail Restricted Delivery \$ _____

Adult Signature Required \$ _____

Adult Signature Restricted Delivery \$ _____



Postage
 \$ 66

Total Postage and Fees
 \$ 8.56

Sent To

Street and Apt. No., or PO Box

City, State, ZIP+4®

PS Form 3800, April 2015 P

CC2023-09-019 NOV
 DUGGAN MICHAEL
 4229 TRANQUILITY DR
 HIGHLAND BEACH, FL 33487

Certified Mail service provides the following benefits:

- A receipt (this portion of the Certified Mail label).
 - A unique identifier for your mailpiece.
 - Electronic verification of delivery or attempted delivery.
 - A record of delivery (including the recipient's signature) that is retained by the Postal Service™ for a specified period.
- Important Reminders:**
- You may purchase Certified Mail service with First-Class Mail®, First-Class Package Service®, or Priority Mail® service.
 - Certified Mail service is *not* available for international mail.
 - Insurance coverage is *not* available for purchase with Certified Mail service. However, the purchase of Certified Mail service does not change the insurance coverage automatically included with certain Priority Mail items.
 - For an additional fee, and with a proper endorsement on the mailpiece, you may request the following services:
 - Return receipt service, which provides a record of delivery (including the recipient's signature). You can request a hardcopy return receipt or an electronic version. For a hardcopy return receipt, complete PS Form 3811, *Domestic Return Receipt*; attach PS Form 3811 to your mailpiece;
- for an electronic receipt, see a retail associate for assistance. To receive a duplicate return receipt for no additional fee, present this USPS®-postmarked Certified Mail receipt to the retail associate.
- Restricted delivery service, which provides delivery to the addressee specified by name, or to the addressee's authorized agent.
 - Adult signature service, which requires the signee to be at least 21 years of age (not available at retail).
 - Adult signature restricted delivery service, which requires the signee to be at least 21 years of age and provides delivery to the addressee specified by name, or to the addressee's authorized agent (not available at retail).
- To ensure that your Certified Mail receipt is accepted as legal proof of mailing, it should bear a USPS postmark. If you would like a postmark on this Certified Mail receipt, please present your Certified Mail item at a Post Office™ for postmarking. If you don't need a postmark on this Certified Mail receipt, detach the barcoded portion of this label, affix it to the mailpiece, apply appropriate postage, and deposit the mailpiece.
- IMPORTANT: Save this receipt for your records.**

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



DELRAY BEACH
 14280 S MILITARY TRL
 DELRAY BEACH, FL 33484-9998
 (800)275-8777

09/23/2023 10:10 AM

Product	Qty	Unit Price	Price
First-Class Mail® Letter	1		\$0.66
Highland Beach, FL 33487			
Weight: 0.70 oz			
Estimated Delivery Date			
Mon 09/25/2023			
Tracking #:			
9514 7065 8086 3266 5715 53			
Certified Mail®			\$4.35
Return Receipt			\$3.55
Tracking #:			
9590 9402 8309 3094 8843 43			
Total			\$8.56
Grand Total:			\$8.56
Credit Card Remit			\$8.56
Card Name: VISA			
Account #: XXXXXXXXXXXX5394			
Approval #: 040910			
Transaction #: 494			
Receipt #: 000494			
AID: A0000000031010			
AL: VISA CREDIT			
PIN: Not Required			
			Chip

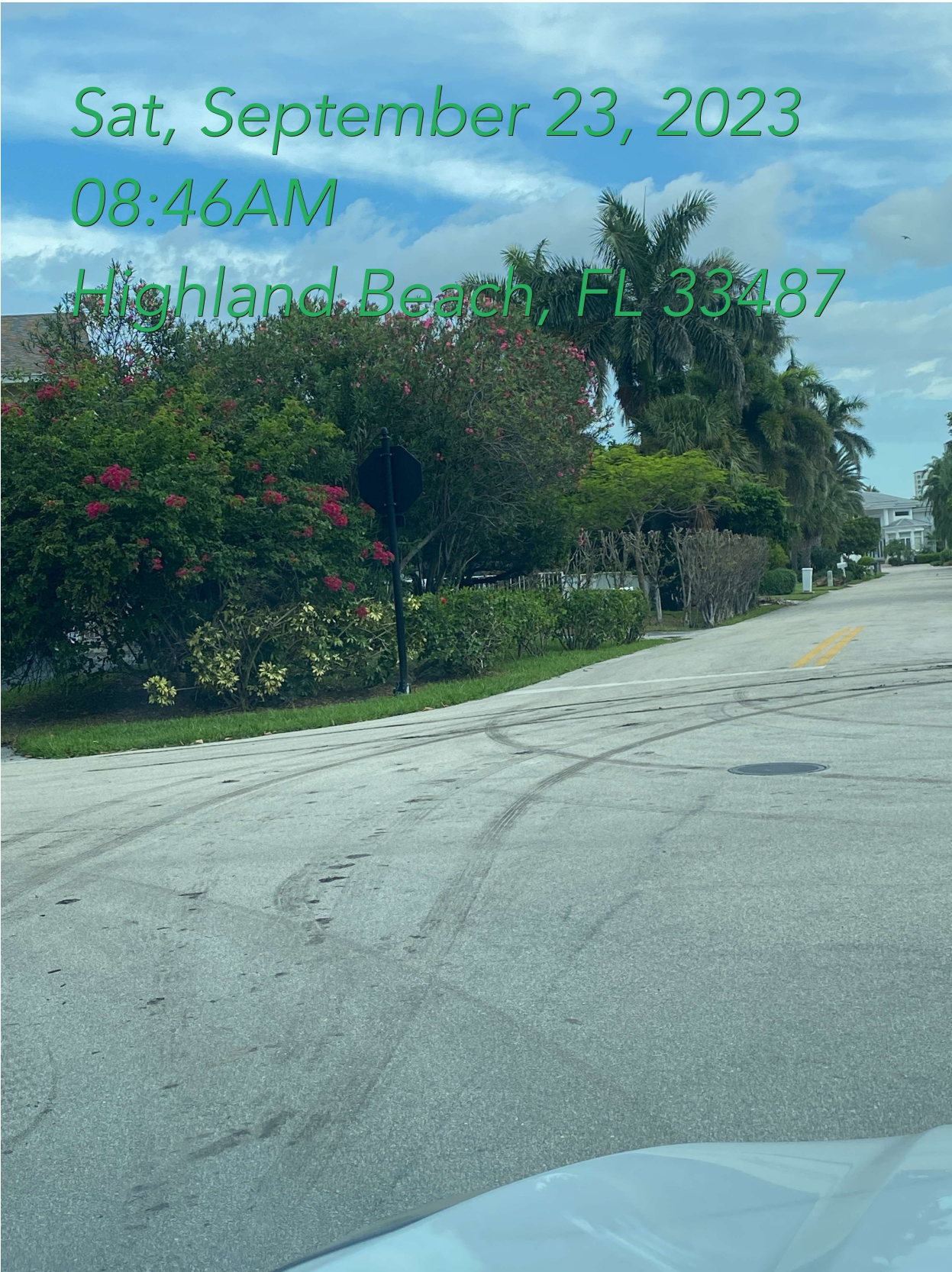
Evidence Sheet	
Case Number:	CC2023-09-019
Property Address:	4229 Tranquility Dr
Officer:	Adam Osowsky



Evidence Sheet	
Case Number:	CC2023-09-019
Property Address:	4229 Tranquility Dr
Officer:	Adam Osowsky



Evidence Sheet	
Case Number:	CC2023-09-019
Property Address:	4229 Tranquility Dr
Officer:	Adam Osowsky



Evidence Sheet	
Case Number:	CC2023-09-019
Property Address:	4229 Tranquility Dr
Officer:	Adam Osowsky



Evidence Sheet	
Case Number:	CC2023-09-019
Property Address:	4229 Tranquility Dr
Officer:	Adam Osowsky



Evidence Sheet	
Case Number:	CC2023-09-019
Property Address:	4229 Tranquility Dr
Officer:	Adam Osowsky



Evidence Sheet	
Case Number:	CC2023-09-019
Property Address:	4229 Tranquility Dr
Officer:	Adam Osowsky



Evidence Sheet	
Case Number:	CC2023-09-019
Property Address:	4229 Tranquility Dr
Officer:	Adam Osowsky



PLACE STICKER AT TOP OF ENVELOPE TO THE RIGHT OF THE RETURN ADDRESS, FOLD AT DOTTED LINE

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

CC2023-09-019 NOV
 DUGGAN MICHAEL
 4229 TRANQUILITY DR
 HIGHLAND BEACH, FL 33487



9590 9402 8161 3030 4882 62

2. Article Number (Transfer from service label)

7021 0950 0000 8687 1714

PS Form 3811, July 2020 PSN 7530-02-000-9053

COMPLETE THIS SECTION ON DELIVERY

A. Signature Agent
 Addressee

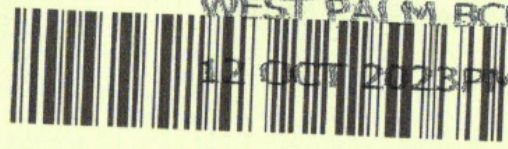
B. Received by (Printed Name) C. Date of Delivery
 Michael Duggan 10/12

D. Is delivery address different from item 1? Yes
 No
 If YES, enter delivery address below:

3. Service Type
- Adult Signature
 - Adult Signature Restricted Delivery
 - Certified Mail®
 - Certified Mail Restricted Delivery
 - Collect on Delivery
 - Collect on Delivery Restricted Delivery
 - Insured Mail
 - Insured Mail Restricted Delivery (over \$500)
 - Priority Mail Express®
 - Registered Mail™
 - Registered Mail Restricted Delivery
 - Signature Confirmation™
 - Signature Confirmation Restricted Delivery

Domestic Return Receipt

USPS TRACKING #



WEST PALM BCH, FL 334

12 OCT 2023 PM 1 L

First-Class Mail
 Postage & Fees Paid
 USPS
 Permit No. G-10

9590 9402 8161 3030 4882 62

United States Postal Service

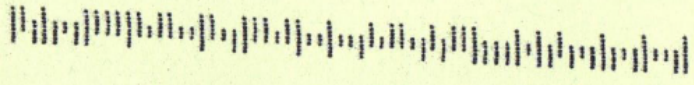
Post Office of Highland Beach, FL
Post Office Clerk's Office

OCT 16 2023

RECEIVED

• Sender: Please print your name, address, and ZIP+4® in this box •

TOWN of HIGHLAND BEACH
 CODE COMPLIANCE
 3616 SOUTH OCEAN BLVD
 HIGHLAND BEACH, FL 33487



File Attachments for Item:

C. CASE NO. CC2023-10-021

Jeanette Leaf 3720 S. Ocean Blvd. Unit 1606 Highland Beach FL, 33487 PCN: 24-43-47-04-53-000-1606

Legal Description: TOSCANA WEST CONDOMINIUM UNIT 1606/1607

Code Sections: FBC 110.5 Inspection requests, FBC 110.6 Approval required.

Repeat Violation: Inspections required. Unpaid permit fees. Permit AC23-0153 MECHANICAL AC CHANGEOUT.



Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

NOTICE OF HEARING / APPEARANCE

CASE NO. CC2023-10-021

TOWN OF HIGHLAND BEACH, FLORIDA

VS.

Jeanette Leaf
3720 S. Ocean Blvd Unit 1606
Highland Beach FL, 33487

Re: 3720 S. Ocean Blvd. Unit 1606, Highland Beach FL 33487 (PCN: 24-43-47-04-53-000-1606)

YOU ARE HEREBY NOTIFIED that pursuant to Article V, Chapter 2 (Administration) of the Town of Highland Beach's Code of Ordinances, the Code Enforcement Board will be conducting a Code Enforcement Board meeting on **Tuesday, December 14, 2023, at 1:00 P.M., in the Library Community Room at 3618 South Ocean Boulevard**, regarding inspections required, unpaid permit fees: Permit AC23-0153 MECHANICAL AC CHANGEOUT (FBC 110.5 Inspection requests, FBC 110.6 Approval required). During the meeting, a hearing will take place to determine whether you have violated one or more provisions and/or sections of the Town of Highland Beach's Code, as set forth in the attached "Violation Notice," sworn to by the Code Enforcement Officer of the Town of Highland Beach.

THEREFORE, YOU ARE HEREBY COMMANDED to be and appear before the Code Enforcement Board at the aforesaid place, date, and time. **IF YOU FAIL TO APPEAR, A JUDGMENT MAY BE RENDERED AGAINST YOU.**

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

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a copy of the foregoing notice has been furnished to the above-named addressee by posting on the door of the addressee's residence and by U.S. Postal Service Certified Mail, Return Receipt Domestic Mail, **SIGNED** this 16th day of November 2023.



Adam Osowsky
Code Compliance Officer

Certified Mail: 7021 1970 0002 3025 4722

www.highlandbeach.us

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

7021 1970 0002 3025 4722

U.S. Postal Service™
CERTIFIED MAIL® RECEIPT
Domestic Mail Only

For delivery information, visit our website at www.usps.com®

OFFICIAL USE

Certified Mail Fee	\$ 4.35
Extra Services & Fees (check box, enter fees as appropriate)	
<input type="checkbox"/> Return Receipt (hardcopy)	\$ 3.55
<input type="checkbox"/> Return Receipt (electronic)	\$
<input type="checkbox"/> Certified Mail Restricted Delivery	\$
<input type="checkbox"/> Adult Signature Required	\$
<input type="checkbox"/> Adult Signature Restricted Delivery	\$
Postage	1.66
Total Postage and Fees	8.56

HIGHLAND BEACH, FL 33487
 NOV 18 2023
 Postmark Here
 CPO #0237

Sent To **Jeanette Leaf**

Street **3720 S. Ocean Blvd Apt 1606**

City, S **Highland Beach FL 33487**

PS Fo **CC2023-10-021**

Instructions

Property Detail

Location Address 3720 S OCEAN BLVD 1606
 Municipality HIGHLAND BEACH
 Parcel Control Number 24-43-47-04-53-000-1606
 Subdivision TOSCANA WEST CONDOMINIUM
 Official Records Book 26215 Page 536
 Sale Date JUL-2013
 Legal Description TOSCANA WEST CONDOMINIUM UNIT 1606/1607

Owner Information

Owners
 LEAF JEANETTE

Mailing address
 3720 S OCEAN BLVD APT 1606
 HIGHLAND BEACH FL 33487 3391

Sales Information

Sales Date	Price	OR Book/Page	Sale Type	Owner
JUL-2013	\$2,200,000	26215 / 00536	WARRANTY DEED	LEAF JEANETTE
APR-2012	\$100	25141 / 00283	CERT OF TITLE	TOSCANA WEST CONDOMINIUM ASSOCIATION INC
NOV-2006	\$3,100,000	21057 / 01516	WARRANTY DEED	ALTOMARE RICHARD A &
JAN-2002	\$1,400,000	13361 / 01124	WARRANTY DEED	RESHEFSKY RONALD &

Exemption Information

Applicant/Owner	Year	Detail
LEAF JEANETTE	2023	HOMESTEAD
LEAF JEANETTE	2023	ADDITIONAL HOMESTEAD

Property Information

Number of Units 1
 *Total Square Feet 4600
 Acres
 Use Code 0400 - CONDOMINIUM
 Zoning RML - MULTI-FAMILY LOW-DENSITY (24-HIGHLAND BEACH)

Appraisals

Tax Year	2023	2022	2021
Improvement Value	\$2,953,000	\$2,777,500	\$2,350,000
Land Value	\$0	\$0	\$0
Total Market Value	\$2,953,000	\$2,777,500	\$2,350,000

All values are as of January 1st each year

Assessed and Taxable Values

Tax Year	2023	2022	2021
Assessed Value	\$2,236,644	\$2,171,499	\$2,108,251
Exemption Amount	\$50,000	\$50,000	\$50,000
Taxable Value	\$2,186,644	\$2,121,499	\$2,058,251

Taxes

Tax Year	2023	2022	2021
Ad Valorem	\$35,124	\$34,933	\$35,061
Non Ad Valorem	\$103	\$100	\$96
Total tax	\$35,227	\$35,033	\$35,157

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



Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

NOTICE OF HEARING / APPEARANCE

CASE NO. CC2023-10-021

TOWN OF HIGHLAND BEACH, FLORIDA

VS.

Jeanette Leaf
3720 S. Ocean Blvd Unit 1606
Highland Beach FL, 33487

**POSTED
ON PROPERTY**

11/16/23

DATE

Re: 3720 S. Ocean Blvd. Unit 1606, Highland Beach FL 33487 (PCN: 24-43-47-04-53-000-1606)

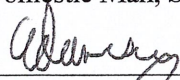
YOU ARE HEREBY NOTIFIED that pursuant to Article V, Chapter 2 (Administration) of the Town of Highland Beach's Code of Ordinances, the Code Enforcement Board will be conducting a Code Enforcement Board meeting on *Tuesday, December 14, 2023, at 1:00 P.M., in the Library Community Room at 3618 South Ocean Boulevard*, regarding inspections required, unpaid permit fees: Permit AC23-0153 MECHANICAL AC CHANGEOUT (FBC 110.5 Inspection requests, FBC 110.6 Approval required). During the meeting, a hearing will take place to determine whether you have violated one or more provisions and/or sections of the Town of Highland Beach's Code, as set forth in the attached "Violation Notice," sworn to by the Code Enforcement Officer of the Town of Highland Beach.

THEREFORE, YOU ARE HEREBY COMMANDED to be and appear before the Code Enforcement Board at the aforesaid place, date, and time. **IF YOU FAIL TO APPEAR, A JUDGMENT MAY BE RENDERED AGAINST YOU.**

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

CERTIFICATE OF SERVICE

I HEREBY CERTIFY that a copy of the foregoing notice has been furnished to the above-named addressee by posting on the door of the addressee's residence and by U.S. Postal Service Certified Mail, Return Receipt Domestic Mail, **SIGNED** this 16th day of November 2023.



Adam Osowsky
Code Compliance Officer

Certified Mail: 7021 1970 0002 3025 4722



Town of Highland Beach

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

October 18, 2023

LEAF JEANETTE
3720 S OCEAN BLVD APT 1606
HIGHLAND BEACH, FL 33487

RE: Code Compliance Case No. CC2023-10-021

LEAF JEANETTE,

Location : 3720 S OCEAN BLVD 1606
HIGHLAND BEACH FL, 33487

Complaint Description:

Compliant/ Violation: Inspections required. Unpaid permit fees. Permit AC23-0153 MECHANICAL AC CHANGEOUT.

Correction: Contact permitting at 561-278-4540 option 1 to schedule required inspections and to make payment for permit fees.

Correct by date: November 2, 2023.

FBC 110.5 Inspection requests.

It shall be the duty of the holder of the building permit or their duly authorized agent to notify the building official when work is ready for inspection. It shall be the duty of the permit holder to provide access to and means for inspections of such work that are required by this code.

FBC 110.6 Approval required.

Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the building official. The building official, upon notification, shall make the requested inspections and shall either indicate the portion of the construction that is satisfactory as completed, or notify the permit holder or his or her agent wherein the same fails to comply with this code. Any portions that do not comply shall be corrected and such portion shall not be covered or concealed until authorized by the building official. The contractor failed to request inspections for reinforcing steel, the work that was completed is not compliant per approved plans (photos indicate no reinforcement in areas where windows are attached), windows/doors are installed in openings which are not prepared for the proper sizing, bucks are non compliant per manufacturer installation instructions. Submitted drawings indicate 2 windows in rear (facing A1A) however photos indicate doors were removed and openings blocked without inspection. The worker on site was not an employee of the contractor and no site supervision was present.



Town of Highland Beach

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

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

Should you have any questions, please contact the Code Compliance Officer for a reinspection at 561-278-4540 option 4.

Regards,

Adam Osowsky
CODE COMPLIANCE OFFICER
aosowsky@highlandbeach.us
5613516169

- All Departments
- Workspace
- Favorites
- Permitting
 - Create Permit
 - Search Permits
 - Search Incomplete Permits
 - Create Estimate
 - Search Estimates
 - Search Historical Permits
 - Permit Reports
- Code Enforcement
- Licensing
- Recurring Inspections
- Common
- Accounts
- Receipts
- Administration
- Recent

Main Parcels Notes Submittals Valuations Fees Contractors Contacts Other Requirements Details Cycles/Reviews Inspections Workflow

Current processing time is 1 day (In review 1 day)
There are deferred submittals required

Project Name: Leaf

Add Note

Project Description: A/C Change out

Permit Number:	AC23-0153	Applicant:	JOE & JOE AIR CONDITIONING INC
Initial Application Number:	APP23-1391	Primary Contact:	LEAF JEANETTE
Permit Type:	MECHANICAL AC CHANGEOUT	Primary Contractor:	JOE & JOE AIR CONDITIONING INC
Status:*	ISSUED PEND NOC	Last Activity:	10/27/2023 12:38
Process State:	Issued	Last Inspection Date:	
Parent Permit:		Initiated:	06/12/2023
Assigned To:	User	Submitted:*	07/06/2023 Application is 121 days old
Fast Track:	<input type="checkbox"/>	Completed:	08/09/2023 5 of 7 submittals received, 5 of 7 submittals accepted.
Applied for Online:	<input checked="" type="checkbox"/>	Approved:	08/09/2023 2 of 2 (100%) steps approved.
		Ready:	08/09/2023 \$1,073.13 paid (100%), \$0.00 due.
		Issued:	08/10/2023
		Finalized:	0 of 1 inspections completed.
		Closed:	\$0.00 deferred fees due.
		Expires:	02/06/2024 Exp Override: <input type="checkbox"/>

Site Address

Site Address: 3720 S OCEAN BLVD 1606

Verify Address and Coordinates

Site City: HIGHLAND BEACH

Latitude:

State: FL Site Zip: 33487

Longitude:

Inspection Area:

Zone: RML Residential Multiple Family Low Density

Primary Parcel: 24-43-47-04-53-000-1606

7021 0950 0000 8687 1813

U.S. Postal Service™ CERTIFIED MAIL® RECEIPT Domestic Mail Only

For delivery information, visit our website at www.usps.com®.

OFFICIAL USE

Certified Mail Fee
\$ 4.35

Extra Services & Fees (check box, add fee as appropriate)

Return Receipt (hardcopy) \$ 3.55

Return Receipt (electronic) \$

Certified Mail Restricted Delivery \$

Adult Signature Required \$

Adult Signature Restricted Delivery \$



Postage
\$.60

Total Postage and Fees
\$ 8.56

Sent To
CC2023-10-021 NOV
LEAF JEANETTE
3720 S OCEAN BLVD APT 1606
HIGHLAND BEACH, FL 33487

PS Form 3800, April 2015 PSN 7530-02-000-9047 See Reverse for Instructions

Certified Mail service provides the following benefits:

- A receipt (this portion of the Certified Mail label).
 - A unique identifier for your mailpiece.
 - Electronic verification of delivery or attempted delivery.
 - A record of delivery (including the recipient's signature) that is retained by the Postal Service™ for a specified period.
- Important Reminders:**
- You may purchase Certified Mail service with First-Class Mail®, First-Class Package Service®, or Priority Mail® service.
 - Certified Mail service is *not* available for international mail.
 - Insurance coverage is *not* available for purchase with Certified Mail service. However, the purchase of Certified Mail service does not change the insurance coverage automatically included with certain Priority Mail items.
 - For an additional fee, and with a proper endorsement on the mailpiece, you may request the following services:
 - Return receipt service, which provides a record of delivery (including the recipient's signature). You can request a hardcopy return receipt or an electronic version. For a hardcopy return receipt, complete PS Form 3811, *Domestic Return Receipt*; attach PS Form 3811 to your mailpiece;
- For an electronic return receipt, see a retail associate for assistance. To receive a duplicate return receipt for no additional fee, present this USPS®-postmarked Certified Mail receipt to the retail associate.
- Restricted delivery service, which provides delivery to the addressee specified by name, or to the addressee's authorized agent.
 - Adult signature service, which requires the signee to be at least 21 years of age (not available at retail).
 - Adult signature restricted delivery service, which requires the signee to be at least 21 years of age and provides delivery to the addressee specified by name, or to the addressee's authorized agent (not available at retail).
- To ensure that your Certified Mail receipt is accepted as legal proof of mailing, it should bear a USPS postmark. If you would like a postmark on this Certified Mail receipt, please present your Certified Mail item at a Post Office™ for postmarking. If you don't need a postmark on this Certified Mail receipt, detach the barcoded portion of this label, affix it to the mailpiece, apply appropriate postage, and deposit the mailpiece.
- IMPORTANT: Save this receipt for your records.**

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

SENDER: COMPLETE THIS SECTION

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

CC2023-10-021 NOV
LEAF JEANETTE
3720 S OCEAN BLVD APT 1606
HIGHLAND BEACH, FL 33487

2. Article Number (Transfer from service label)
7021 0950 0000 8687 1813

3. Service Type

Adult Signature

Adult Signature Restricted Delivery

Certified Mail®

Certified Mail Restricted Delivery

Collect on Delivery

Collect on Delivery Restricted Delivery

Insured Mail

Insured Mail Restricted Delivery over \$500

Priority Mail Express®

Registered Mail™

Registered Mail Restricted Delivery

Signature Confirmation™

Signature Confirmation Restricted Delivery

COMPLETE THIS SECTION ON DELIVERY

A. Signature Agent
 Addressee

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? Yes
If YES, enter delivery address below: No

Domestic Return Receipt

PS Form 3811, July 2020 PSN 7530-02-000-9053

USPS TRACKING#
MIAMI FL 330
24 OCT 2023 PM 4 L

9590 9402 8161 3030 4879 20

First-Class Mail
Postage & Fees Paid
USPS
Permit No. G-10

United States Postal Service

RECEIVED

OCT 23 2023

Sender: Please print your name, address, and ZIP+4® in this box*

Town of Highland Beach
Building Department
3616 South Ocean Blvd.
Highland Beach, FL 33487

Town of Highland Beach, FL
Town Clerk's Office

97-339316

File Attachments for Item:

D. 2024 PROPOSED CODE ENFORCEMENT BOARD MEETING DATES



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Code Enforcement Board
MEETING DATE 12/12/2023
SUBMITTED BY: Jaclyn DeHart, Deputy Town Clerk
SUBJECT: 2024 PROPOSED CODE ENFORCEMENT BOARD MEETING DATES

SUMMARY:

This item is before the Code Enforcement Board members to discuss the below 2024 proposed meeting dates, which will be held on the second Tuesday of each month, at 1:00 P.M.

The meeting dates are as follows:

CODE BOARD MEETING DATES

- January 09, 2024
- February 13, 2024
- March 12, 2024
- April 09, 2024
- May 14, 2024
- June 11, 2024
- July 09, 2024
- August 13, 2024
- September 10, 2024
- October 08, 2024
- November 12, 2024
- December 10, 2024

FISCAL IMPACT:

N/A

ATTACHMENTS:

N/A

RECOMMENDATION:

Staff recommends approval of the proposed 2024 Code Enforcement Board meeting dates.