



HIGHLAND BEACH BUILDING DEPARTMENT

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

TOWN COMMISSION STAFF REPORT

MEETING OF: **APRIL 7, 2026**

TO: **TOWN COMMISSION**

FROM: **INGRID ALLEN, TOWN PLANNER**

SUBJECT: **APPLICATION BY JASON R. BORDEN, P.E., O&S ASSOCIATES INC., FOR A MAJOR MODIFICATION REQUEST TO ALLOW FOR THE CONSTRUCTION OF A NEW 472 SQUARE FOOT FIRE PUMP STRUCTURE FOR THE PROPERTY LOCATED AT 3224 SOUTH OCEAN BOULEVARD. (PZ-26-1)**

I. GENERAL INFORMATION:

Applicant (Property Owner): Seagate of Highland Beach Condominiums, Inc.
3224 South Ocean Boulevard
Highland Beach, FL 33487

Applicant's Agent: Jason R. Borden, P.E.
6030 Hollywood Boulevard, Suite 230
Hollywood, FL 33024

Property Characteristics:

Comprehensive Plan Land Use: Multi Family High Density
Zoning District: Residential Multiple Family High Density (RMH)
Property Location: 3224 South Ocean Boulevard

Adjacent Properties:

PARCEL	ZONING DISTRICT	FUTURE LAND USE DESIGNATION
North	Residential Multiple Family High Density (RMH)	Multi Family High Density
South	Residential Multiple Family Medium Density (RMM)	Multi Family Medium Density
East	Residential Multiple Family High Density (RMH)	Multi Family High Density
West	NA (Intracoastal Waterway)	NA (Intracoastal Waterway)

Property History:

According to the Palm Beach County Property Appraiser, the Seagate Condominium was built in 1970.

On October 23, 2025, the Board of Adjustment and Appeals approved a variance allowing a reduction in the front yard setback from 40 feet to eight (8) feet seven (7) inches, and to reduce the side yard (south) setback from 12 feet to seven (7) feet in order to construct a fire pump structure (Application No. PZ-25-31).

Request and Analysis:

The Applicant's request is for a major modification to allow for the construction of a new 472 square foot fire pump structure located at 3224 South Ocean Boulevard (southeast corner of the Seagate of Highland Beach condominium). According to the Applicant, the structure will house two (2) new fire pumps which will service the four (4) residential buildings of the community as well as the fire hose connections at the seawall and dock area. According to the property survey, there is currently a bulk storage area in the vicinity of where the fire pump station is proposed. The Applicant has indicated that the bulk storage area will not be relocated, and that the community will do without a bulk storage area. The Applicant has also indicated that there will be no alterations or changes to the existing landscaping or existing parking spaces.

Pursuant to Section 30-39 of the Town Code, major modifications to existing buildings are described as follows:

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

Pursuant to the permitted uses table found in Section 30-67 of the Town Code, an accessory use is permitted in the RMH zoning district. Section 30-131 of the Town Code defines accessory use and accessory structure as follows:

Use, accessory means a permitted use that is customarily associated with the principal use or structure, is located on the same lot as the principal use or structure, is clearly incidental to the principal use, and is subordinate in area, extent, or purpose to and serves only the principal use.

Structure, accessory means a detached building or other improvement which is clearly incidental to the principal structure, and is subordinate in area, extent, size, or purpose and serves only the principal structure.

According to the Applicant, the current fire pump rooms located in each of the four (4) residential buildings are insufficient to meet the current National Fire Protection Agency code requirements. These requirements include an increased flow rate which requires larger fire pumps and clearances

for repair and maintenance. The Town's Assistant Fire Chief/Fire Marshal, Matt Welhaf, has provided a letter of support (see attached).

Pursuant to Section 30-39(b) of the Town Code, major building modifications are to be reviewed in the same manner as an original structure or use. The original use in this case is a multifamily development. Section 30-31 of the Town Code states that for a multifamily site plan application, the Planning Board provides an advisory review while the Town Commission is the decision-making authority. The Planning Board was scheduled to review and consider the request at their March 12, 2026 meeting; however, a quorum was not met. A Planning Board Special Meeting was approved by the Town Manager for April 6, 2026. The Planning Board's recommendation to the Town Commission will be provided at the April 7, 2026 Commission meeting. Pursuant to Section 30-21 of the Town Code, the Town Commission shall approval, approval with conditions, or deny the request.

If the request is approved by the Town Commission, then prior to initiation of construction, the Applicant will be required to obtain a building permit from the Town of Highland Beach Building Department. Pursuant to Section 30-21(g) of the Town Code, commencement of construction of the approved major modification shall be initiated within two (2) years following the date of approval by the Town Commission.

Staff reviewed the Applicant's proposed request including plans date stamped received by the Building Department on February 25, 2026 and finds that the project is consistent with the Zoning Code (Chapter 30) and the Town Comprehensive Plan.

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

Attachments: Application

Aerials

Photo of existing bulk storage area

Letter from Matt Welhaf, Town Assistant Fire Chief

Seagate HOA approval letter

Applicant plans (11X17)