



TOWN OF HIGHLAND BEACH

AGENDA MEMORANDUM

MEETING TYPE: Planning Board Meeting

MEETING DATE May 12, 2022

SUBMITTED BY: Ingrid Allen, Town Planner, Building Department

SUBJECT: Town Commission direction on the Planning Board review process for proposed amendments to the Accessory Marine Facility regulations of the Town Code

SUMMARY:

At the March 15, 2022 Town Commission meeting, the Commission considered an introduction to a proposed amendment to the Town Code of Ordinances regarding Accessory Marine Facilities (see Attachment No. 1). The Commission advised that they would like to establish a process for such item that would include public participation and review by the Planning Board. Subsequently, at the April 19, 2022 Town Commission meeting, a discussion item (No. 10D) was considered by the Commission regarding the formation of such process. The following direction was provided by the Commission (in bold):

- 1. Request that the Planning Board watch the April 19, 2022 Town Commission discussion on item number 10D**, as noted above (*Note that the Town Commission meetings can be viewed via the Town website. For assistance, please contact the Town Clerk*).
- 2. Have the Planning Board physically observe the various canal widths and existing accessory marine facilities including boat lifts located within the Town.** Given Sunshine Law restrictions, each Board member will need to make their site observations independently from other Board or Town Commission members. For those Board members who do not have access to a boat, staff will coordinate individual observation trips via the Police Department's Marine Patrol Unit. For any questions regarding Sunshine Law restrictions, please contact the Town Clerk.
- 3. Create maps of the various waterway widths (including canal and lakes).** Staff has prepared several maps of the various canals and lakes located within the Town to include approximate canal width and lot width measurements (Attachment No. 2).

The Town Commission further directed that once the site observations are completed by the Planning Board, staff is to send out notices to all waterfront property owners (west of State Road A1A) prior to a designated Planning Board meeting where the Board will discuss proposed amendment concepts including those provided to the Town Commission on March

15, 2022 (Planning Board meeting anticipated for either June 9th or July 14th and is subject to change).

FISCAL IMPACT:

N/A

ATTACHMENTS:

Attachment No. 1 – March 15, 2022 Town Commission meeting: Item No. 13A Introduction to a proposed amendment to the Town Code of Ordinances regarding Accessory Marine Facilities.

Attachment No. 2 – Maps: Canal/Lake widths

April 19, 2022 Town Commission Meeting, Marine Photos PowerPoint presented by Commissioner Peggy Gossett-Seidman

RECOMMENDATION:

NA