



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting

MEETING DATE August 16, 2022

SUBMITTED BY: Ingrid Allen, Town Planner, Building Department

SUBJECT: Discussion of review timeline for proposed amendments to the Accessory Marine Facility regulations of the Town Code

SUMMARY:

At the June 21, 2022 Town Commission meeting, the Commission considered a discussion item regarding a “review timeline” for proposed amendment concepts pertaining to the Town’s Accessory Marine Facilities regulations. Consensus from the Commission was that a more detailed outreach effort (by neighborhood) be made in order to engage Town residents on this matter. That said, the Commission directed that neighborhood meetings be held at the Town Library (to include evening hours) in an effort to get input from residents on the proposed amendment concepts, and that such meetings commenced in October or November upon the return of seasonal residents.

Upon discussion with the Town Manager, staff proposes that three (3) meetings of equal content be held at the Town Library. All waterfront property owners (west of State Road A1A) will be noticed of such meetings. It may be helpful for residents in one neighborhood to hear the input of residents in another neighborhood and therefore having open meetings for all neighborhoods to attend may be a more inclusive approach for engaging residents. In addition, the three (3) open meeting concept will prevent scheduling conflicts that may arise if a particular neighborhood resident cannot attend their designated meeting date. The following library meeting dates are proposed:

October 26th – 10:00am and 6:00pm

October 27th – 10:00am

For reference purposes, a brief history on hearings held (and other related matters) relating to proposed accessory marine facility amendments to the Town Code are provided below:

November 17, 2020 - Town Commission authorized Vice-Mayor Greg Babij to sponsor the review and propose any amendment(s) to the accessory marine structure ordinance provisions (motion carried 5-0).

March 15, 2022 – Town Commission considers introduction to proposed amendment concepts regarding the accessory marine facility provisions of the Town Code. Commission

consensus was to establish a process for review of such amendment concepts to include public participation and review by the Planning Board.

April 19, 2022 – Town Commission provides direction in establishing a process for review of amendment concepts as follows:

1. Requests that the Planning Board watch the April 19, 2022 Town Commission discussion on such item (Number 10D).
2. Requests that the Planning Board physically observe the various canal/lot widths and existing accessory marine facilities including boat lifts located within the Town.
3. Create maps of the various waterway widths (including canal and lakes).
4. Once Board site observations are complete, staff is to send out notices to all waterfront property owners (west of State Road A1A) prior to the Planning Board meeting where the Board will discuss proposed amendment concepts as provided to the Town Commission on March 15, 2022.

May 12, 2022 – Planning Board considers the April 19, 2022 direction provided by the Town Commission regarding Board review process for proposed amendments to the Accessory Marine Facility regulations of the Town Code.

May 23-27, 2022 – Individual Board site observations, as noted above, are conducted via the Police Department's Marine Patrol Unit (for those Board members who do not have access to a boat). Note five (5) of the seven (7) Board members conducted their observations on the Marine Patrol Unit vessel.

ATTACHMENTS:

Draft meeting notice.

RECOMMENDATION:

At the discretion of the Commission.