



TOWN OF HIGHLAND BEACH

AGENDA MEMORANDUM

MEETING TYPE: Town Commission

MEETING DATE November 7, 2023

SUBMITTED BY: Ingrid Allen, Town Planner, Building Department

SUBJECT: Planning Board Recommendations on the proposed amendment concepts pertaining to the Accessory Marine Facility (AMF) and seawall regulations of the Town Code

SUMMARY:

At the February 7, 2023 Town Commission meeting, the Commission considered a discussion item pertaining to the December 2022 Accessory Marine-related Public Input Meetings including a summary of the public input received and next steps. Consensus from the Commission was to have the Planning Board review the proposed amendment concepts and provide their recommendations to the Commission (see table below). The Commission emphasized that the Board's review should not be rushed. Accordingly, between March 2023 and October 2023, the proposed amendment concepts have been a continuing item of discussion on the Board's meeting agendas.

At the September 21, 2023 and October 12, 2023 Board meetings, the Planning Board made the below recommendations on the proposed amendment concepts. *For Amendment Concept No. 1, motion carried 5-2 (October 12, 2023), and for Amendment Concepts 2-7 motion carried 6-0 (September 21, 2023).*

PROPOSED AMENDMENT CONCEPT	BOARD RECOMMENDATION
1. Maximum height for AMFs: Base Flood Elevation (BFE) plus 7 feet.	Maximum height for AMFs: BFE plus 8 feet.
2. Exempt personal watercraft (PWC) lifts from the requirement that "in no case shall the lift be higher than the superstructure of the boat when lifted" OR remove requirement.	Exempt personal watercraft (PWC) lifts from the requirement that "in no case shall the lift be higher than the superstructure of the boat when lifted."
3. Maximum seawall cap width = 3 feet; maximum seawall cap plus dock width = 8 feet.	Maximum seawall cap plus dock width at eight (8) feet.
4. Encroachment into water at 25 feet or 25% of waterway width, whichever is	Encroachment into water for AMFs at 25 feet or 25 percent of the waterway

<i>less (measured from the shortest distance adjacent to property line).</i>	(excludes AMFs along the Intracoastal Waterway) to be measured from <i>wetface of seawall or bulkhead.</i>
<i>5. 10 foot side setback for all zoning districts. For lots < 100 feet in width, setback is 10% of width; however, setback cannot be less than 5 feet.</i>	No side setback for docks Townwide. A minimum 10-foot side setback for all other AMFs Town wide (For lots less than 100 feet in width, setback is 10% of width, setback cannot be less than 5 feet). Such recommendation does not apply to floating vessel platforms which are regulated by Florida Statute.
<i>6. Require a ladder for every 50 feet of dock.</i>	Provide one (1) ladder for each 100 feet abutting waterway, canal or lake, for properties less than 100 feet, provide one ladder. The ladder shall be either adjustable or fixed and shall extend into the water at mean low tide. Ladder requirement would be triggered as part of a special exception request.
<i>7. Maximum seawall height</i>	Maximum seawall height: BFE plus one (1) foot.

A brief history on hearings held and other related matters pertaining to the proposed amendment concepts 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 AMF 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 AMFs 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 AMF regulations of the Town Code.

May 23-27, 2022 – Planning Board participates in individual site observations of the Town waterways 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.

June 21, 2022 – Town Commission considers a discussion on a “review timeline” for proposed amendment concepts. Consensus from the Commission was to hold neighborhood meetings at the Town library in an effort to engage input from residents on the proposed changes, and that such meetings commence in October or November upon return of seasonal residents.

August 16, 2022 - Town Commission considers a discussion on a “review timeline” for proposed amendment concepts. Consensus from the Commission is to hold three (3) evening meetings in early November 2022.

December 5, 7, 13, 2022 – Public Input Meetings regarding proposed changes (“amendment concepts”) to the AMF and seawall regulations of the Town Code of Ordinances were held at the Town Library.

February 7, 2023 – Town Commission discussion on December 2022 Public Input Meetings to include summary and next steps.

February 23, 2023 - At the request of the Bel Lido HOA president, staff presented the proposed amendment concepts at the Bel Lido HOA meeting.

June 6, 2023 – At the request of the Town Commission, an update on the Planning Board’s ongoing discussion of the amendments concepts was provided to the Commission.

June – July 2023 - At the request of the Planning Board, an additional round of individual Board member site observations of the Town waterways was conducted via the Police Department’s Marine Patrol Unit. Note five (5) of the seven (7) Board members participated.

ATTACHMENTS:

- March 15, 2022 Town Commission memorandum with Attachments 1-5 regarding introduction to proposed changes to AMF regulations.
- February 7, 2023 Town Commission memorandum with Public Input Meeting sign-in sheets and comment sheets Attachments.
- Maps: Canal, lake and lots widths.
- Additional Public Comment.

RECOMMENDATION:

At the discretion of the Town Commission.