



TOWN OF HIGHLAND BEACH

AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting

MEETING DATE December 17, 2024

SUBMITTED BY: Ingrid Allen, Town Planner, Building Department

SUBJECT: Request for a Town of Highland Beach Right-of-Way (ROW) permit for the property located at 4306 South Ocean Boulevard

SUMMARY:

On December 7, 2021, the Town Commission adopted Ordinance No. 2021-018 which provides for the protection of the public ROW while also allowing certain improvements. Pursuant to Section 25-1 of the Town Code, it shall be unlawful to construct improvements or install new trees in new locations within the public ROW including swales without first obtaining a Town ROW permit from the Building Department unless waived or otherwise determined as not required by the Town's Public Works Director. At the same Town Commission meeting, Resolution No. 2021-041 was adopted which requires Town Commission approval of ROW permits for construction of improvements or placement of trees in new locations within State Road A1A ROW. The latter approval is applicable until the Florida Department of Transportation's (FDOT) Resurfacing, Restoration and Rehabilitation Project ("RRR Project") is completed.

The Applicant is proposing a new driveway and has received a driveway connection permit (Permit No. 2024-A-496-00043) from FDOT (Attachment No. 1). The Town's Public Works Department has indicated that the proposed driveway plan does not conflict with existing Town utilities. Note that the Applicant is not proposing any changes to landscaping located in FDOT's right-of-way.

On November 14, 2024, the Planning Board recommended site plan approval (motion carried 7-0) for a new three-story, two-unit (5,217 square foot per unit) townhome development with pool and spa at the property (Development Order No. PZ-24-4). Concurrent with this request for a Town ROW permit, the Commission will also consider the request for site plan approval (Development Order No. PZ-24-4).

FISCAL IMPACT:

N/A

ATTACHMENTS:

Attachment No. 1 - FDOT driveway connection permit (No. 2024-A-496-00043).

RECOMMENDATION:

At the discretion of the Town Commission.