



# Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

## NOTICE OF HEARING / APPEARANCE

**CASE NO. CC2022-07-003**

TOWN OF HIGHLAND BEACH, FLORIDA

VS.

Jill Giles  
7565 Foster Ridge Rd  
Memphis TN, 38138

**Re:** 4023 S Ocean Blvd, Highland Beach FL, 33487 (PCN: 24-43-47-04-00-005-0080)

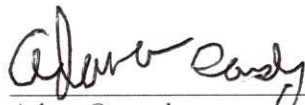
**YOU ARE HEREBY NOTIFIED** that pursuant to Article V, Chapter 2 (Administration) of the Town of Highland Beach's Code of Ordinances; the Code Enforcement Board will be conducting a Code Enforcement Board meeting on ***Tuesday, September 13, 2022, at 1:00 P.M.***, regarding repeat complaint about exterior lights left on during turtle season at night(4-8(C) Lighting restrictions for protection of sea turtles); noticed electrical work being performed then noticed exposed framing near a fireplace. In the kitchen area there is a bathroom that was gutted, getting a full remodel., (30-122 (A) Building Permits Required). During the meeting, a hearing will take place to determine whether you have violated one or more provisions and/or sections of the Town of Highland Beach's Code, as set forth in the attached "Violation Notice," sworn to by the Code Enforcement Officer of the Town of Highland Beach.

**THEREFORE, YOU ARE HEREBY COMMANDED** to be and appear before the Code Enforcement Board at the aforesaid place, date, and time. The attached Notice of Public Meeting Protocol document is an informational guide to provide you with assistance in attending, participating, or viewing the meeting. **IF YOU FAIL TO APPEAR, A JUDGMENT MAY BE RENDERED AGAINST YOU.**

**ADDITIONALLY, YOU ARE ENTITLED** to be represented by counsel, to present testimony and evidence, and to testify on your own behalf. Subpoenas for records, surveys, plats, and other materials and for witnesses may be requested and will be issued by the Code Enforcement Board upon proper request.

## CERTIFICATE OF SERVICE

**I HEREBY CERTIFY** that a copy of the foregoing notice has been furnished to the above-named addressee by posting on the door of the addressee's residence and by U.S. Postal Service Certified Mail, Return Receipt Domestic Mail, **SIGNED** this 29<sup>th</sup> day of August 2022.

  
Adam Osowsky  
Code Compliance Officer

Certified Mail: 7021 1970 0002 3024 4808

[www.highlandbeach.us](http://www.highlandbeach.us)

Tel (561) 278-4548 • Fax (561) 265-3582



# Town of Highland Beach Notice of Public Meeting Protocol

The Town of Highland Beach is committed to serving the needs of the public while also working to ensure the safety and health of the town's staff, the community, and visitors alike.

The following information is guidance for preregistration for Zoom or telephone participation, and for viewing and providing public comments at the meeting:

## **ZOOM PARTICIPATION:**

**Online or Telephone Access** – Access to the meeting will begin on the date and time of the meeting.

- To Join Meeting: All interested persons **must preregister** to participate by contacting Town Clerk Lanelda Gaskins at [publiccomments@highlandbeach.us](mailto:publiccomments@highlandbeach.us) or by calling (561) 278-4548 no later than one (1) business day prior to the meeting date (**e.g. by 4:30 P.M. on a Monday if the meeting is scheduled for that Tuesday; and by 4:30 P.M.**).
- Meeting access information and instructions will be provided to those persons two hours prior to the meeting.
- The video camera display feature will only be enabled for Public Hearing Quasi-Judicial matters and during public comments only. The video camera display feature will be disabled for public use.

For additional information on using Zoom, please visit Zoom Support by click on the following link: <https://support.zoom.us/hc/en-us>.

**Viewing Only** - To view the meeting, preregistration is not required. The public can view the meeting on the following:

- Highland Beach TV Channel 99 online streaming on the Town's website and via Highland Beach YouTube at <https://www.youtube.com/channel/UCTAGr8WCa44Y3Q2Bb6UN2mw>.

## **PROVIDING PUBLIC COMMENT:**

Persons desiring to provide public comments must do so by one of the methods listed below. Public comments will be limited to five minutes (three minutes for special Commission meeting items only) per person during the designated section of the agenda. If an interested person desires to provide written public comment, all comments must be directed to Lanelda Gaskins, Town Clerk as follows:

## **TO SEND COMMENTS IN ADVANCE VIA EMAIL:**

- To submit public comments, click on the link <https://mmportal6.teamunicode.com//> to go to the Agendas and Meeting webpage. At the top of the page click on "Public Comments" to submit your comments, or
- Submit your comments to [publiccomments@highlandbeach.us](mailto:publiccomments@highlandbeach.us).
- The Town will receive such public comments no later than two (2) hours prior to the meeting. If timely received, Town staff will read the public comment at the meeting.

- Live Zoom Video Participation - If attending via Zoom online, please follow Zoom instructions above. Once the meeting gets to the applicable public comment period, the host of the meeting will allow public participants (audio only) into the meeting from the waiting room, to provide live public comment.
- Live Zoom Telephone Participation - If attending via Zoom by telephone, please follow the instructions above. Once the meeting gets to the appropriate public comment period, the host of the meeting will allow public participants into the meeting from the waiting room, to provide live public comment.

Should you have any questions, please feel free to contact the Town Clerk's Office at (561) 278-4548.

**Property Detail**

Location Address 4023 S OCEAN BLVD  
Municipality HIGHLAND BEACH  
Parcel Control Number 24-43-47-04-00-005-0080  
Subdivision  
Official Records Book 33347 Page 458  
Sale Date FEB-2022  
Legal Description 4-47-43, N 100 FT OF S 445 FT OF GOV LT 5 E OF SR 140 A/K/A CITY LOT NO 47

**Owner Information**

**Owners**  
GILES JILL

**Mailing address**

7565 FOSTER RIDGE RD  
MEMPHIS TN 38138 7015

**Sales Information**

Sales Date	Price	OR Book/Page	Sale Type	Owner
FEB-2022	\$14,250,000	33347 / 00458	WARRANTY DEED	GILES JILL
DEC-2013	\$3,795,000	26489 / 00702	WARRANTY DEED	INSKEEP MATHEW J &
JAN-2009	\$100	23038 / 00548	CERT OF TITLE	RAP KNIFORE LLC
FEB-2000	\$2,200,000	11653 / 01793	WARRANTY DEED	KNIGHT WILLIAM L
JAN-1978	\$115,000	02799 / 00066		
JAN-1974	\$85,000	02371 / 01016	WARRANTY DEED	

**Exemption Information**

Applicant/Owner	Year	Detail
INSKEEP MATHEW J &	2022	HOMESTEAD
INSKEEP MATHEW J &	2022	ADDITIONAL HOMESTEAD

**Property Information**

Number of Units 1  
\*Total Square Feet 7032  
Acres 0.6457  
Use Code 0100 - SINGLE FAMILY  
Zoning RS - Residential Single Family ( 24-HIGHLAND BEACH )

**Appraisals**

Tax Year	2022 <b>P</b>	2021	2020
Improvement Value	\$1,400,594	\$1,176,117	\$1,054,988
Land Value	\$6,336,300	\$4,800,300	\$4,400,300
Total Market Value	\$7,736,894	\$5,976,417	\$5,455,288

**P = Preliminary***All values are as of January 1st each year***Assessed and Taxable Values**

Tax Year	2022 <b>P</b>	2021	2020
Assessed Value	\$4,069,234	\$3,950,713	\$3,896,167
Exemption Amount	\$50,000	\$50,000	\$50,000
Taxable Value	\$4,019,234	\$3,900,713	\$3,846,167

**Taxes**

Tax Year	2022 <b>P</b>	2021	2020
Ad Valorem	\$66,086	\$66,292	\$66,658
Non Ad Valorem	\$184	\$178	\$173
Total tax	\$66,270	\$66,470	\$66,831



7021 1970 0002 3024 4808

U.S. Postal Service™  
**CERTIFIED MAIL® RECEIPT**  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

**OFFICIAL USE**

Certified Mail Fee

\$

Extra Services & Fees (check box, add fee as appropriate)

- ☐ Return Receipt (hardcopy) \$ \_\_\_\_\_  
☐ Return Receipt (electronic) \$ \_\_\_\_\_  
☐ Certified Mail Restricted Delivery \$ \_\_\_\_\_  
☐ Adult Signature Required \$ \_\_\_\_\_  
☐ Adult Signature Restricted Delivery \$ \_\_\_\_\_

Postage

\$

Total Postage and Fees

\$

7.85

Sent To

Jill Giles

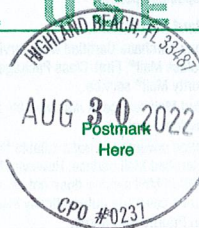
7565 Foster Ridge Rd

Street and Apt. No., o

Memphis TN, 38138

City, State, ZIP+4®

CC2022-07-003



PS Form 3800, April 2015 PSN 7530-02-000-9047

See Reverse for Instructions



# Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

## NOTICE OF HEARING / APPEARANCE

CASE NO. CC2022-07-003

TOWN OF HIGHLAND BEACH, FLORIDA

VS.

Jill Giles  
7565 Foster Ridge Rd  
Memphis TN, 38138

**POSTED  
ON PROPERTY**

**08/29/22**  
**DATE**

Re: 4023 S Ocean Blvd, Highland Beach FL, 33487 (PCN: 24-43-47-04-00-005-0080)

YOU ARE HEREBY NOTIFIED that pursuant to Article V, Chapter 2 (Administration) of the Town of Highland Beach's Code of Ordinances: the Code Enforcement Board will be conducting a Code Enforcement Board meeting on **Tuesday, September 13, 2022, at 1:00 P.M.**, regarding repeat complaint about exterior lights left on during turtle season at night(4-8(C) Lighting restrictions for protection of sea turtles); noticed electrical work being performed then noticed exposed framing near a fireplace. In the kitchen area there is a bathroom that was gutted, getting a full remodel., (30-122 (A) Building Permits Required). During the meeting, a hearing will take place to determine whether you have violated one or more provisions and/or sections of the Town of Highland Beach's Code, as set forth in the attached "Violation Notice," sworn to by the Code Enforcement Officer of the Town of Highland Beach.

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Adam Osowsky  
Code Compliance Officer

Certified Mail: 7021 1970 0002 3024 4808

[www.highlandbeach.us](http://www.highlandbeach.us)

Tel (561) 278-4548 • Fax (561) 265-3582



8/29/22, 12:29 PM  
Highland Beach



+++++



## Town of Highland Beach

3616 South Ocean Blvd.  
Highland Beach, FL 33487  
Phone: 561-278-4540  
Fax: 561-278-2606

July 22, 2022

GILES, JILL  
7565 FOSTER RIDGE RD  
MEMPHIS 38138 7015, TN 38138-7015

RE: Code Compliance Case No. CC2022-07-003

JILL GILES,

**Location :** 4023 S. OCEAN BLVD  
HIGHLAND BEACH FL, 233487

### **Complaint Description:**

Received a repeat complaint about exterior lights left on during turtle season at night. I arrived at 1550pm on 14 July 2022 and rang the doorbell. A worker answered the door and I asked for the owners or supervisor. The supervisor came to the door and I asked him to turn off the exterior lights. I showed him a picture of the violation and asked if I could enter to go to the back. When we stood near the pool, we found the lights were on. On our way back in I noticed electrical work being performed then noticed exposed framing near a fireplace. I asked if there was a permit and the supervisor stated he had to call his boss. In the kitchen area there is a bathroom that was gutted, getting a full remodel. Photos on file.

\*\*The owner has 14 days to secure a permit for the work being performed. Please secure a permit by 28 July 2022.

### **4-8(C) Lighting restrictions for protection of sea turtles.**

(c) Lighting restrictions along beach. No artificial light shall illuminate any area of the beach which may be used for turtle nesting and hatching during the period from March 1 to October 31 of each year, from dusk to dawn.

### **30-122 (A) Building Permits Required**

All construction within the Town of Highland Beach, unless otherwise exempted, shall require a building permit issued pursuant to the provisions of this code. All building permits shall be issued by the building official or designee.

Failure to comply by the above date will result, without any further notice, in you being summoned to appear before the town Code Enforcement board, which can result in a fine against the violator & property in the amount of \$250.00 per day for each day the violation exists. Your anticipated cooperation is greatly appreciated and simple compliance will resolve this matter easier than the formal process.

Should you have any questions, please contact the Code Compliance Officer for a reinspection at 561-351-6169 or the Town of Highland Beach Building Dept. at 561-278-4540.





## Town of Highland Beach

3616 South Ocean Blvd.  
Highland Beach, FL 33487  
Phone: 561-278-4540  
Fax: 561-278-2606

Regards,

Adam Osowski  
Code Compliance Officer  
5613516169

Evidence Sheet	
Case Number:	CC2022-07-003
Property Address:	4023 S. OCEAN BLVD
Inspector:	Adam Osowsky

