



TOWN OF HIGHLAND BEACH AGENDA MEMORANDUM

MEETING TYPE: Town Commission Meeting

MEETING DATE July 14, 2026

SUBMITTED BY: Ingrid Allen, Town Planner, Building Department

SUBJECT: AN ORDINANCE OF THE TOWN OF HIGHLAND BEACH, FLORIDA, AMENDING CHAPTER 23, "SIGNS AND ADVERTISING," OF THE TOWN CODE OF ORDINANCES BY AMENDING SECTION 23-5, "PERMITTED SIGNS," TO INCREASE THE MAXIMUM SQUARE FOOTAGE OF A PERMANENT SIGN FROM 10 SQUARE FEET TO 32 SQUARE FEET, TO INCREASE THE MAXIMUM SQUARE FOOTAGE OF AN INGRESS AND/OR EGRESS SIGN FROM THREE (3) SQUARE FEET TO 12 SQUARE FEET AND BY AMENDING SECTION 23-8, "APPEALS," TO PROVIDE AN APPEAL PROCESS FOR GRANTING AN INCREASE IN THE MAXIMUM SQUARE FOOTAGE OF A PERMANENT SIGN

SUMMARY:

At the June 16, 2026 Town Commission meeting (first read), the Commission made a motion to approve the proposed Ordinance subject to reducing the size of ingress/egress signs from 32 square feet to 12 square feet (motion carried 5-0). Based on the Commission's latter motion, staff has revised the Ordinance as provided below (deletions are denoted by a **bolded double strikethrough**, and additions are denoted by a **bolded double underline**). *Note that proposed text deletions and additions, as provided to the Commission on June 16, 2026, are denoted by a single ~~strikethrough~~, and a single underline, respectively.*

Sec. 23-5. Permitted signs.

* * *

(b) *All zoning districts.*

(1) In all zoning districts, one entrance (ingress) and one exit (egress) sign is permitted for directing traffic flow. Each sign may be single-faced or double-faced and shall meet Department of Transportation standards, and not exceed **12** ~~32~~ ~~three (3)~~ square feet in size. Each sign may be illuminated or non-illuminated as determined by the owner and police department. A permit is required.

FISCAL IMPACT:

N/A

ATTACHMENTS:

Ordinance (revised)

BIE (revised)

Town Commission Agenda Memorandum and corresponding attachments – June 16, 2026

RECOMMENDATION:

At the discretion of the Town Commission.