



HIGHLAND BEACH BUILDING DEPARTMENT

3614 S. Ocean Boulevard
Highland Beach, FL 33487
Ph: (561) 278-4540

PLANNING BOARD STAFF REPORT

MEETING OF: June 8, 2023

TO: PLANNING BOARD

FROM: INGRID ALLEN, TOWN PLANNER

SUBJECT: APPLICATION BY CHRISTOPHER GULLACE, WEST GENERAL CORPORATION, FOR A MAJOR MODIFICATION TO AN EXISTING BUILDING AS PROVIDED IN SECTION 30-39 OF THE TOWN CODE OF ORDINANCES INCLUDING BUT NOT LIMITED TO THE ADDITION OF TWO NEW GARAGES, A NEW COVERED ENTERTAINMENT AREA AND CHANGES TO THE EXTERIOR FAÇADE, AND ROOF LINE FOR THE PROPERTY LOCATED AT 2362 SOUTH OCEAN BOULEVARD. (DO#23-0002).

I. GENERAL INFORMATION:

Applicant (Property Owner): David A. Willens
2362 South Ocean Boulevard
Highland Beach, FL 33487

Applicant's Agent: Christopher Gullace
West General Corporation
275 Hamlet Drive
Delray Beach, FL 33445

Property Characteristics:

Comprehensive Plan Land Use: Single Family
Zoning District: Residential Single Family (RS)
Parcel PCN#: 24-43-46-28-44-000-0060
Site Location: 2362 South Ocean Boulevard

Property Background

According to the Palm Beach County Property Appraiser, the existing home was built in 2000.

Request and Analysis:

The Applicant is proposing a major modification to an existing single-family home located at 2362 South Ocean Boulevard. Pursuant to Section 30-39 of the Town Code, major modifications to existing buildings are described as follows:

“...that alter existing principal or accessory structures, including but not limited to the building footprint, number of square feet, building height, number of dwelling units, parking requirements, change in exterior facade, change of use, change of roof line, change of elevation, all exterior walls, balconies, foundations, accessory structures, and similar substantial improvements as determined by the building official.

The proposed major modification consists of the following:

- The addition of two (2) new garages totaling 1,197.41 square feet with new air-conditioned area above, and two (2) new balconies.
- A new covered entertainment area along the rear of the property.
- Exterior façade changes including alterations to windows, doors and balconies to a more modern architectural style.
- Alteration of the roof line.

The Applicant is also proposing a new pool and spa as well as new landscaping on the property and along Florida Department of Transportation’s (FDOT) right-of-way located adjacent to the property. Section 28-10 of the Town Code indicates that the property owner shall be responsible for the maintenance of all landscaping located on their property and on adjacent public rights-of-way. On July 20, 2017, the Florida Department of Transportation (FDOT) and the Town of Highland Beach entered into a Landscape Inclusive Maintenance Memorandum of Agreement (MMOA) for the purpose of maintaining landscape improvements on State Road A1A (South Ocean Boulevard). Given the Applicant is proposing landscaping on FDOT’s right-of-way, an amendment to the Landscape Inclusive Memorandum of Agreement is required. The landscaping proposed on FDOT’s right-of-way has been approved by FDOT (Permit No. 2023-L-496-00005). A resolution to execute such amended Agreement will be considered by the Town Commission.

Following an approval by the Planning Board and prior to initiation of construction, the Applicant will be required to obtain a building permit from the Town of Highland Beach Building Department. Pursuant to Section 30-21(g) of the Town Code, commencement of construction of the approved major modification shall be initiated within two (2) years following the date of approval by the Planning Board. In addition, the Applicant is proposing to remove three (3) royal palms from the property which are considered specimen trees (as provided in Section 20-135(b) of the Town Code) and therefore require Town Commission approval for such removal. Lastly, pursuant to Town Resolution No. 2021-041, Town Commission approval is required for construction of improvements within the State Road A1A right-of-way. The Applicant is proposing a new driveway and therefore

will need such right-of-way permit approval from the Town Commission. Note that the Applicant has received FDOT approval for the new driveway (Permit No. 2023-A-496-00009).

According to Section 30-39(b) of the Town Code, major building modifications are to be reviewed in the same manner as an original structure or use as required by Chapter 30 (Zoning Code). Section 30-31 of the Town Code requires site plan approval from the Planning Board for new single-family residences. Pursuant to Section 30-22 of the Town Code, when acting in a decision-making capacity, the Planning Board shall approve, approve with conditions, or deny applications for development approval which includes major modifications.

Staff has reviewed the Applicant's proposed request including plans date stamped received by the Building Department on May 11, 2023 and finds that the project is consistent with the Code of Ordinances.

Should you have any questions, please feel free to contact me at (561) 637-2012 or iallen@highlandbeach.us

**Ingrid Allen
Town Planner**

**Attachments: Application
Aerials
Applicant proposed Plans (11X17)**