

**Town of Highland Beach  
Town Commission Development Order (PB)  
Application No. PZ-25-37**



**Applicant:** Michael Kaczynski / William Thomas  
**Property Address:** 3912 S. Ocean Blvd 1415  
Highland Beach, Florida 33487

**CERTIFICATE OF MAILING AFFIDAVIT**

I hereby certify that the Town Clerk's Office mailed a copy of the Notice of Public Hearing (Exhibit A) for Application No. PZ-25-37 for the property located at 3912 S. Ocean Blvd. 1415, Highland Beach, Florida 33487, by U.S. first-class and international mail to:

All property owners and properties owned by a condominium association president and the association's registered agent within 500 feet of the property located at 3912 S. Ocean Blvd. 1415, Highland Beach, Florida 33487.

The mailings consisted of 55 notices that were sent first class mail and 00 notices that were sent by International Mail.

This 25<sup>th</sup> day of November 2025.

Highland Beach Town Clerk's Office

Jaclyn DeHart  
Deputy Town Clerk



## TOWN OF HIGHLAND BEACH NOTICE OF PUBLIC HEARING APPLICATION NO. PZ-25-37

November 25, 2025

Dear Property Owner:

This is to notify you that the **PLANNING BOARD** of the Town of Highland Beach will conduct a public hearing on ***Thursday, December 11, 2025 at 9:30 AM*** in the Commission Chambers at Town Hall located at 3614 South Ocean Boulevard, Highland Beach, Florida to consider the following application.

**APPLICATION BY WILLIAM THOMAS, UNLIMITED PERMIT SERVICES, INC., REQUESTING A SPECIAL EXCEPTION TO INSTALL A 20,000 POUND CAPACITY BOAT LIFT IN SLIP #1 FOR THE PROPERTY LOCATED AT 3912 SOUTH OCEAN BOULEVARD #1415.**

The application is available for inspection in the Town Clerk's Office at Town Hall, Monday through Friday during normal business hours of 8:30 a.m. to 4:30 p.m.

Any person that decides to appeal any decision made by the Planning Board with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record of the proceeding is made, which includes the testimony and evidence upon which the appeal is based. The Town of Highland Beach does not provide such a record.

In accordance with the Americans with Disabilities Act, persons who need special accommodation to attend or participate in this meeting should contact the Town Clerk's Office at (561) 278-4548 at least 48 hours prior to the meeting. If you are hearing or speech impaired, please contact the Florida Relay Service at 1-800-955-8770 or 1-800-955-8771.

For additional information, please contact the Town Planner at (561) 278-4540.

TOWN OF HIGHLAND BEACH, BUILDING DEPARTMENT