



HIGHLAND BEACH BUILDING DEPARTMENT

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

PLANNING BOARD STAFF REPORT

MEETING OF: **October 9, 2025**

TO: **PLANNING BOARD**

FROM: **INGRID ALLEN, TOWN PLANNER**

SUBJECT: **APPLICATION BY WILLIAM THOMAS, UNLIMITED PERMIT SERVICES, INC., FOR AN AMENDMENT TO A PREVIOUSLY APPROVED SPECIAL EXCEPTION REQUEST (#PZ-24-15) TO INCREASE THE HEIGHT OF THE SEAWALL FROM 6.5 FEET NAVD TO 6.83 FEET NAVD, INCREASE THE SEAWALL CAP WIDTH FROM 36 INCHES TO 45 INCHES, CHANGE THE CONFIGURATION OF THE DOCK INCLUDING AN INCREASE IN THE NUMBER OF DOCK PILES FROM NINE (9) TO 13, INCREASE THE DOCK FROM 297.5 SQUARE FEET TO 362 SQUARE FEET, AND MODIFY THE WATERWARD EXTENSION OF AN APPROVED 16,000 POUND CAPACITY ELEVATOR BOAT LIFT FROM 21 FEET TO 22 FEET 6 INCHES MEASURED FROM THE WETFACE OF THE SEAWALL FOR THE PROPERTY LOCATED AT 4203 TRANQUILITY DRIVE. (APPLICATION NO. PZ-25-32).**

I. GENERAL INFORMATION:

<u>Applicant (Property Owner):</u>	Robert D. Hammond 4205 South Ocean Boulevard Highland Beach, FL 33487
<u>Applicant's Agent:</u>	William Thomas Unlimited Permit Services, Inc. 902 NE 1 Street #2 Pompano Beach, Fl. 33060

Property Characteristics:

Comprehensive Plan Land Use: Single Family
Zoning District: Residential Single Family (RS)
Site Location: 4203 Tranquility Drive
Parcel PCN#: 24-43-47-04-02-005-0120

Property History:

On November 14, 2024, the Planning Board granted site plan approval (Application No. PZ-24-8) for a new two-story, 6,012 square foot single family residence with pool and jacuzzi (motion carried 7-0).

On December 12, 2024, the Planning Board granted a special exception (Application N. PZ-24-15) to install a 136'6" seawall along with associated seawall cap, a 297.5 square foot dock, and a 16,000 pound capacity elevator boat lift (motion carried 6-0).

Request and Analysis:

The Applicant is requesting an amendment to a previously approved special exception request (#PZ-24-15) in order to increase the height of the seawall from 6.5 feet NAVD to 6.83 feet NAVD, increase the seawall cap width from 36 inches to 45 inches, change the configuration of the approved 85 foot long dock to a lower dock (30 foot) and an upper dock (55 foot) including an increase in the number of dock piles from nine (9) to 13, increase the dock from 297.5 square feet to 362 square feet, and modify the waterward extension of an approved 16,000 pound capacity elevator boat lift from 21 feet to 22 feet 6 inches measured from the wetface of the seawall for the property located at 4203 Tranquility Drive (see attached application table). The property is currently vacant with an existing wood dock that the Applicant proposes to remove. The lot previously contained a one-story single family residence that, according to the Palm Beach County Property Appraiser, was built in 1982. A demolition permit was issued by the Town's Building Department on August 1, 2024 (Permit No. 24-636-D).

The Applicant has obtained Florida Department of Environmental Protection (FDEP) authorization for the above-referenced request (FDEP File No. 50-0452420-004,005,006, 007-EE). According to the FDEP authorization (dated June 5, 2025), a separate authorization from the U.S. Army Corps of Engineers is not required.

The proposed amendment is in compliance with the maximum combined seawall cap and dock width of eight (8) feet and the 25-foot required marine side setback for accessory marine facilities located within the Residential Single Family (RS) zoning district. In addition, the request is in compliance with the waterward extension of accessory marine facilities to 25 feet or 25 percent of the waterway width, whichever is less. Note that the waterway width is 100 feet and the boat lift extends 22 feet 6 inches from the wet face of the seawall.

Section 30-67(b) of the Town Code indicates that docks, seawalls, and boat lifts in all Residential zoning districts require special exception approval by the Planning Board. Section 30-36(a) of the Town code states that the Planning Board may approve, approve with conditions, or deny a request for special exception relating to seawalls, bulkheads, retaining walls and accessory marine facilities.

If the Planning Board approves the request, the Applicant will be required to obtain a building permit, prior to initiation of construction, from the Town of Highland Beach Building Department. Pursuant to Section 30-21(g) of the Town Code, commencement of construction shall be initiated within two (2) years following the date of approval by the Planning Board.

Staff reviewed the Applicant's proposed request including plans date stamped received by the Building Department on September 18, 2025 and finds that the project is consistent with the special exception provisions of Section 30-36 of the Town Code, were applicable, and consistent with the Town Comprehensive Plan and Town Code of Ordinances.

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

Attachments: Application

Aerials

FDEP approval

Previously approved plans (#PZ-24-15)

Applicant Plans (11X17)