



HIGHLAND BEACH BUILDING DEPARTMENT

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

PLANNING BOARD STAFF REPORT

MEETING OF: June 12, 2025

TO: PLANNING BOARD

FROM: INGRID ALLEN, TOWN PLANNER

SUBJECT: APPLICATION BY ILEEN GONZALEZ, BREEZY PERMITS LLC,
REQUESTING A SPECIAL EXCEPTION TO INSTALL A 1,000
SQUARE FOOT DOCK FOR THE PROPERTIES LOCATED AT 1107,
1109 AND 1111 RUSSELL DRIVE. (APPLICATION NO. PZ-25-22)

I. GENERAL INFORMATION:

Applicant (Property Owner): Highland House Home Owners Association, Inc.
1111 Russell Drive Unit A
Highland Beach, FL 33487

Applicant's Agent: Ileen Gonzalez
Breezy Permits
128 E. Central Blvd.
Lantana, Fl. 33462

Property Characteristics:

Comprehensive Plan Land Use: Multi Family Low Density
Zoning District: Residential Multiple Family Low Density (RML)
Parcel Control Number: 24-43-47-04-03-000-0161
Site Location: 1107, 1109, 1111 Russell Drive

Request and Analysis:

The Applicant is requesting a special exception to install a 1,000 square foot dock (200 feet in length x 5 feet in width) for the properties located at 1107, 1109, and 1111 Russell Drive. There is currently a wood dock located along the subject site. The Applicant is proposing to remove the current dock and replace it with the proposed request.

The Applicant has obtained Florida Department of Environmental Protection (FDEP) authorization for the above-referenced dock (FDEP File No. 50-174602-004, 005-EE). According to the FDEP authorization (dated December 18, 2024), a separate authorization from the U.S. Army Corps of Engineers is not required. Note that the plans the Applicant submitted to FDEP indicate a dock length of 190 feet while the plans submitted to the Town reflect a dock length of 200 feet. Email correspondence provided by the Applicant from FDEP indicates that they do not object to the additional square footage. (see attached).

Pursuant to Section 30-68(g)(6)d.2. of the Town Code, multifamily zoned districts require a 5 foot accessory marine facility side yard setback except for interior lots which are exempt from such setbacks. The property is considered an interior lot, as defined in Section 30-131 of the Town Code, and therefore an accessory marine facility side yard setback is not required.

Section 30-67(b) of the Town Code indicates that docks 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 accessory marine facilities.

If the Planning Board approves the request, the Applicant will be required to obtain a building permit from the Town of Highland Beach Building Department following such approval and prior to initiation of construction. 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 to include plan set, date stamped received by the Building Department on May 7, 2025 and finds that it 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 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

Photos of current dock (provided by Applicant)

FDEP approval

HOA approval

Applicant Plans (11X17)