



# Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

## NOTICE OF HEARING / APPEARANCE

CASE NO. CC2021-12-023

TOWN OF HIGHLAND BEACH, FLORIDA

VS.

Joseph Zonfrilli and Kathleen Amison  
17 Old Greenville Rd  
Johnston, RI 02919 1223

**Re:** 3114 South Ocean Blvd., #403, Highland Bch, FL 33487 (PCN: 24-43-46-33-09-000-4030)

**YOU ARE HEREBY NOTIFIED** that pursuant to Article V, Chapter 2 (Administration) of the Town of Highland Beach's Code of Ordinances, the Code Enforcement Board will be conducting a Code Enforcement Board meeting on **Wednesday, March 09, 2022, at 1:00 P.M.**, reference the impact door installation without permit, (30-122 (A) Building Permits Required. During the meeting, a hearing will take place to determine whether you have violated one or more provisions and/or sections of the Town of Highland Beach's Code, as set forth in the attached "Violation Notice," sworn to by the Code Enforcement Officer of the Town of Highland Beach.

**THEREFORE, YOU ARE HEREBY COMMANDED** to be and appear before the Code Enforcement Board at the aforesaid place, date, and time. The attached Notice of Public Meeting Protocol document, is an informational guide to provide you with assistance in attending, participating, or viewing the meeting. **IF YOU FAIL TO APPEAR, A JUDGMENT MAY BE RENDERED AGAINST YOU.**

**ADDITIONALLY, YOU ARE ENTITLED** to be represented by counsel, to present testimony and evidence, and to testify on your own behalf. Subpoenas for records, surveys, plats, and other materials and for witnesses may be requested and will be issued by the Code Enforcement Board upon proper request.

## CERTIFICATE OF SERVICE

**I HEREBY CERTIFY** that a copy of the foregoing notice has been furnished to the above-named addressee by posting on the door of the addressee's residence and by U.S. Postal Service Certified Mail, Return Receipt Domestic Mail, **SIGNED** this 17<sup>th</sup> day of February 2022.

  
Jason Manko  
Code Compliance Officer

Certified Mail: 7018 3090 0002 0478 2438

[www.highlandbeach.us](http://www.highlandbeach.us)

Tel (561) 278-4548 • Fax (561) 265-3582



# Town of Highland Beach

## Notice of Public Meeting Protocol

The Town of Highland Beach is committed to serving the needs of the public while also working to ensure the safety and health of the town's staff, the community and visitors alike. In accordance with the State and the County's easing of the COVID-19 restrictions, effective June 01, 2021, all town departments reopened with regular operating hours.

That said, as an added layer of protection for the safety of all attending meetings in the Commission Chambers, the wearing of facial coverings or masks is required. Also, until further notice, Social distancing requirements and in-person meeting capacity limits remains in place. For those interested, Zoom Video Communications and telephone participation are offered.

The following information is guidance for preregistration for in-person, Zoom or telephone participation, and for viewing and providing public comments at the meeting:

### **PREREGISTRATION FOR IN-PERSON ATTENDANCE/PARTICIPATION AT ALL MEETINGS:**

- All interested persons, Quasi-Judicial meeting applicants, their representatives, and witnesses **must preregister** to attend/participate in a meeting by sending an email to Town Clerk Lanelda Gaskins at [publiccomments@highlandbeach.us](mailto:publiccomments@highlandbeach.us) or contacting (561) 278-4548 no later than one (1) business day prior to the meeting date (**e.g. by 4:30 P.M. on a Monday, if the meeting is scheduled for that Tuesday, etc.**) The subject matter to be discussed must be included in the preregistration request. If the meeting is a **Public Hearing Quasi-Judicial meeting**, the subject matter and application number must be included in the preregistration request.
- In-person attendance/participation will be based upon the order in which the preregistration requests are received by the Town Clerk's Office. For **Public Hearing Quasi-Judicial meetings**, precedence into the Commission Chambers will be given to applicants, their representatives and/or witnesses over all others preregistered parties. The Quasi-Judicial meeting participants will also be allowed in the Commission Chambers at the time of the hearing that is relevant to their applicant/client.
- The Zoom Video Communications is an option for those individuals who are interested in participating on the meeting online or via telephone.

### **ZOOM PARTICIPATION:**

**Online or Telephone Access** – Access to the meeting will begin on the date and time of the meeting.

- To Join Meeting: All interested persons **must preregister** to participate by contacting Town Clerk Lanelda Gaskins at [publiccomments@highlandbeach.us](mailto:publiccomments@highlandbeach.us) or by calling (561) 278-4548 no later than one (1) business day prior to the meeting date (**e.g. by 4:30 P.M. on a Monday if the meeting is scheduled for that Tuesday; and by 4:30 P.M.**).
- Meeting access information and instructions will be provided to those persons two hours prior to the meeting.
- The video camera display feature will only be enabled for Public Hearing Quasi-Judicial matters and during public comments only. The video camera display feature will be disabled for public use.

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For additional information on using Zoom, please visit Zoom Support by click on the following link: <https://support.zoom.us/hc/en-us>.

**Viewing Only** - To view the meeting, preregistration is not required. The public can view the meeting on the following:

- Highland Beach TV Channel 99 online streaming on the Town's website and via Highland Beach YouTube at <https://www.youtube.com/channel/UCTAGr8WCa44Y3Q2Bb6UN2mw>.

### **PROVIDING PUBLIC COMMENT:**

Persons desiring to provide public comments must do so by one of the methods listed below. Public comments will be limited to five minutes (three minutes for special Commission meeting items only) per person during the designated section of the agenda. If an interested person desires to provide written public comment, all comments must be directed to Lanelda Gaskins, Town Clerk as follows:

### **TO SEND COMMENTS IN ADVANCE VIA EMAIL:**

- To submit public comments, click on the link <https://mmportal6.teamunicode.com/> to go to the Agendas and Meeting webpage. At the top of the page click on "Public Comments" to submit your comments, or
- Submit your comments to [publiccomments@highlandbeach.us](mailto:publiccomments@highlandbeach.us).
- The Town will receive such public comments no later than two (2) hours prior to the meeting. If timely received, Town staff will read the public comment at the meeting.
- Live Zoom Video Participation - If attending via Zoom online, please follow Zoom instructions above. Once the meeting gets to the applicable public comment period, the host of the meeting will allow public participants (audio only) into the meeting from the waiting room, to provide live public comment.
- Live Zoom Telephone Participation - If attending via Zoom by telephone, please follow the instructions above. Once the meeting gets to the appropriate public comment period, the host of the meeting will allow public participants into the meeting from the waiting room, to provide live public comment.

Should you have any questions, please feel free to contact the Town Clerk's Office at (561) 278-4548.

Published: 05.26.2021/Updated 08.02.2021



7018 3090 0002 0478 2438

U.S. Postal Service™  
**CERTIFIED MAIL® RECEIPT**  
Domestic Mail Only

For delivery information, visit our website at [www.usps.com](http://www.usps.com)®.

**OFFICIAL USE**

Certified Mail Fee

\$ 3.75

Extra Services & Fees (check box, add fees as appropriate)

☐ Return Receipt (hardcopy) \$ 3.05

☐ Return Receipt (electronic) \$

☐ Certified Mail Restricted Delivery \$

☐ Adult Signature Required \$

☐ Adult Signature Restricted Delivery \$

Postage

\$ .38

Total Postage

\$ 7.38

Sent To

Street and A

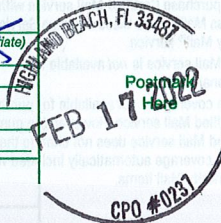
City, State, ZIP+4®

Joseph Zonfrilli

3114 South Ocean Blvd., #403

Highland Bch, FL 33487

CC2021-12-023



**Property Detail**

Location Address 3114 S OCEAN BLVD 403  
 Municipality HIGHLAND BEACH  
 Parcel Control Number 24-43-46-33-09-000-4030  
 Subdivision MONTEREY HOUSE COND DECL IN  
 Official Records Book 25535 Page 1141  
 Sale Date AUG-2012  
 Legal Description MONTEREY HOUSE COND APT 403

**Owner Information**

<b>Owners</b>	<b>Mailing address</b>
AMISON KATHLEEN M	17 OLD GREENVILLE RD
ZONFRILLI JOSEPH &	JOHNSTON RI 02919 1223

**Sales Information**

<b>Sales Date</b>	<b>Price</b>	<b>OR Book/Page</b>	<b>Sale Type</b>	<b>Owner</b>
AUG-2012	\$10	25535 / 01141	WARRANTY DEED	ZONFRILLI JOSEPH &
JUN-1983	\$95,000	03960 / 00832	WARRANTY DEED	KACZALA THEODORE &

**Exemption Information**

No Exemption information available

**Property Information**

Number of Units 1  
 \*Total Square Feet 1102  
 Acres  
 Use Code 0400 - CONDOMINIUM  
 Zoning RMH - Multi-Family High-Density ( 24-HIGHLAND BEACH )

**Appraisals**

<b>Tax Year</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>
Improvement Value	\$245,000	\$250,000	\$250,000
Land Value	\$0	\$0	\$0
Total Market Value	\$245,000	\$250,000	\$250,000

*All values are as of January 1st each year***Assessed and Taxable Values**

<b>Tax Year</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>
Assessed Value	\$245,000	\$250,000	\$250,000
Exemption Amount	\$0	\$0	\$0
Taxable Value	\$245,000	\$250,000	\$250,000

**Taxes**

<b>Tax Year</b>	<b>2021</b>	<b>2020</b>	<b>2019</b>
Ad Valorem	\$4,153	\$4,321	\$4,377
Non Ad Valorem	\$96	\$95	\$97
Total tax	\$4,249	\$4,416	\$4,474

Dorothy Jacks, CFA, AAS PALM BEACH COUNTY PROPERTY APPRAISER [www.pbcgov.org/PAPA](http://www.pbcgov.org/PAPA)





# Town of Highland Beach

3614 South Ocean Boulevard • Highland Beach, Florida 33487

## NOTICE OF HEARING / APPEARANCE

CASE NO. CC2021-12-023

TOWN OF HIGHLAND BEACH, FLORIDA

VS.

Joseph Zonfrilli and Kathleen Amison  
17 Old Greenville Rd  
Johnston, RI 02919 1223

**POSTED  
ON PROPERTY**

**2/17/2022**

**DATE**

**Re:** 3114 South Ocean Blvd., #403, Highland Bch, FL 33487 (PCN: 24-43-46-33-09-000-4030)

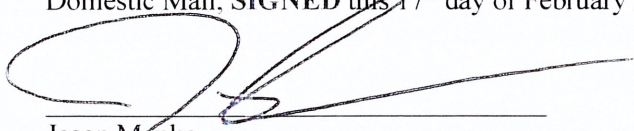
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\_\_\_\_\_  
Jason Manko  
Code Compliance Officer

Certified Mail: 7018 3090 0002 0478 2438

[www.highlandbeach.us](http://www.highlandbeach.us)

Tel (561) 278-4548 • Fax (561) 265-3582



403







## Town of Highland Beach

3616 South Ocean Blvd.  
Highland Beach, FL 33487  
Phone: 561-278-4540  
Fax: 561-278-2606

December 21, 2021

JOSEPH ZONFRILLI  
3114 SOUTH OCEAN BLVD., #403  
HIGHLAND BCH, FL 33487

RE: Code Compliance Case No. CC2021-12-023

JOSEPH ZONFRILLI,

**Location :** 3114 S. OCEAN BLVD 403  
HIGHLAND BEACH FL, 33487

**Complaint Description:**

Impact door installation without permit. PLEASE OBTAIN PERMIT FROM BUILDING DEPARTMENT BY 1/14/22.

**30-122 (A) Building Permits Required**

All construction within the Town of Highland Beach, unless otherwise exempted, shall require a building permit issued pursuant to the provisions of this code. All building permits shall be issued by the building official or designee.

Failure to comply may result in additional code enforcement actions being taken, which can result in a fine against the violator & property in the amount of \$250.00 per day for each day the violation exists. Your anticipated cooperation is greatly appreciated and simple compliance will resolve this matter easier than the formal process.

Should you have any questions, please contact Code Compliance Officer Jason Manko for a reinspection at 561-351-6169 or the Town of Highland Beach Building Dept. at 561-278-4540.

Regards,

Jason Manko  
Code Compliance Officer  
561-351-6169





# Town of Highland

3614 South Ocean Boulevard  
Highland Beach, Florida 33487

CERTIFIED MAIL



7018 3090 0002 0478 2438



quadiant  
FIRST-CLASS MAIL  
IMI  
\$007.38<sup>0</sup>  
02/17/2022 ZIP 33487  
043M31223112

US POSTAGE

RETURN RECEIPT  
REQUESTED

Joseph Zonfrilli  
3114 South Ocean Blvd., #403  
Highland Bch, FL 33487  
CC2021-12-023

RECEIVED

FEB 28 2022

Town of Highland Beach, FL  
Town Clerk's Office

NIXIE 331 DE 1 0002/24/22

RETURN TO SENDER  
VACANT  
UNABLE TO FORWARD

IA K1: 9332110930

VAC

332 33487339314 0000

BC: 33487339314 \*1106-00355-17-44



# Town of Highland Beach

3614 South Ocean Boulevard  
Highland Beach, Florida 33487

WEST PALM BCH FL 334

17 FEB 2022 PM 3 L



RECEIVED

FEB 28 2022

Joseph Zonfrilli  
3114 South Ocean Blvd., #403  
Highland Bch, FL 33487  
CC2021-12-023

Town of Highland Beach, FL  
Town Clerk's Office

NIXIE 331 DE 1 0002/24/22

RETURN TO SENDER  
VACANT  
UNABLE TO FORWARD

.. 9400921687055220

VAC

33487-253008

BC: 33487339314 \*0475-02955-17-44



PLACE STICKER AT TOP OF ENVELOPE TO THE RIGHT  
OF THE RETURN ADDRESS. FOLD AT DOTTED LINE

**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

Joseph Zonfrilli  
3114 South Ocean Blvd., #403  
Highland Bch, FL 33487  
CC2021-12-023



9590 9402 4504 8278 8909 86

2. Article Number (Transfer from service label)

7018 3090 0002 0478 2438

**COMPLETE THIS SECTION ON DELIVERY**

A. Signature

**X**

☐ Agent

☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes  
If YES, enter delivery address below: ☐ No

3. Service Type

- ☐ Adult Signature
- ☐ Adult Signature Restricted Delivery
- ☒ Certified Mail®
- ☐ Certified Mail Restricted Delivery
- ☐ Collect on Delivery
- ☐ Collect on Delivery Restricted Delivery
- ☐ Insured Mail
- ☐ Insured Mail Restricted Delivery (over \$500)

- ☐ Priority Mail Express®
- ☐ Registered Mail™
- ☐ Registered Mail Restricted Delivery
- ☐ Return Receipt for Merchandise
- ☐ Signature Confirmation™
- ☐ Signature Confirmation Restricted Delivery