

**MINUTES
TOWN OF HILLSBORO BEACH
BOARD OF ZONING & APPEALS MEETING**

THURSDAY

JULY 31, 2025

9:00 A.M.

CALL TO ORDER AND ROLL CALL

Mayor Dawn Miller called the meeting to order at 9:00 A.M. Roll was called with the Commission members and staff present as listed below.

Town Commission:

Mayor Dawn Miller	Vice Mayor David Ravanese
Commissioner Vinnie Andreano	Commissioner Heather Berman
Commissioner Jane Reiser	

Town Staff:

Town Manager William “Mac” Serda, ICMA-CM
 Town Attorney Donald J. Doody, Esq.
 Town Clerk Sherry D. Henderson, CMC

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

I. QUASI-JUDICIAL PUBLIC HEARINGS

- A. Variance Request for property located at 955 Hillsboro Mile, Hillsboro Beach, FL 33062**

Property Owner: Mike Manley

Request: The Authorized Agent, Bob Mayor, is seeking approval of a variance from Section 12-124 of the Land Development Code to allow for an elevated pool/garage structure within the front yard setback, located at 955 Hillsboro Mile.

Staff: Graham Long, Development Planner, CG&A

At this time any individuals wishing to speak on the Item were sworn in by Town Attorney D.J. Doody, and any ex parte communications were disclosed at this time.

Planning Consultant Graham Long, CG&A, stated that the Applicant requests a variance from Town Code Section 12-124 in order to construct an elevated pool/garage within an 85 ft. front setback. The subject property is located within the RS-2 single-family zoning district. The lot is the smallest in that district.

The Applicant proposes to maintain the existing house on the lot, with an extension to the front of the house to construct a 6 ft. to 7 ft. elevated pool with a garage bay underneath. It would be attached to the front of the house on the north side of the property.

The site currently includes a driveway with a required outdoor enclosed parking space and three garage bays within the existing house, as well as a small swimming pool within the front yard. This configuration meets the Town's zoning requirements, including the 45 ft. setback for the swimming pool. The Applicant's proposal would place the pool within a garage structure attached to the house; if it is considered part of the structure, this triggers an 85 ft. front setback from the center line of the roadway. Mr. Long further clarified that an in-ground swimming pool is not considered a structure by Code.

Bob Mayer, 350 E 28th Avenue, Pompano Beach, Florida, representing the Applicant, stated that the property owner's plan is to renovate the existing house on the lot. Due to the small size of the lot, the swimming pool is currently located in the front yard. The client will also have a generator which must be placed in the front yard.

Mr. Mayer showed the current configuration of the front yard, pointing out that the proposed distance between the pool and the garage railing is approximately 25 ft., or the depth of the garage. He reviewed the proposed layout of the renovated property, pointing out that the pool deck would not be exposed to the street front, as it would be screened by landscaping. The driveway would be pushed to the south end of the property. He reviewed the configuration of the garage and a 6 ft. wall, noting that the changes will provide for guest parking on the property and address the generator issue while allowing the Applicant to retain a smaller house.

Mr. Mayer concluded that the Applicant has provided letters from the homeowners to the north and south of the property which do not object to the proposed project.

Commissioner Reiser requested additional information regarding a glass feature along the top of the garage door area. Mr. Mayer explained that there is a 42 in. glass handrail on the pool deck. Railings and handles on the house itself will be made of metal.

Mr. Mayer stated that the hardship facing the Applicant is the size of the lot, as well as making the pool functional while maintaining the existing house structure. The pool will be placed on the north side due to the neighboring elevations on the north and south sides of the property, which are higher and lower respectively. The Applicant also hopes to

maintain mature landscaping on the site.

Mayor Miller asked if the Applicant has attempted to fit a sport utility vehicle (SUV) into the driveway to the far right. Mr. Mayer reviewed the current configuration of the driveway and garage, which requires significant maneuvering for parking and is not functional for a larger vehicle.

Mr. Long advised that the Staff Report lists recommended conditions for approval, and should the Board approve the Application. He reviewed the recommendations as follows:

- The pool and garage structure should be constructed to the minimum height possible to accommodate the garage bay
- The structure will meet the minimum 45 ft. setback for in-ground swimming pools
- A berm with landscaping will be placed on the west and north sides of the property to minimize the exposure of retaining walls

Mayor Miller noted that the Board is asked to determine that the proposed reconfiguration will not impair an adequate supply of light, air, and sunlight to adjacent properties, contribute to an unreasonable increase in congestion on the street, or endanger public safety. She asked if Mr. Long has seen anything that would indicate the proposed changes would lead to these conditions. Mr. Long replied that he found no element of the Applicant's plan to suggest any of these results.

Mayor Miller continued that it is part of the Board's responsibility to grant variances in the case of practical difficulties or unnecessary hardships if it will not adversely affect the Town or adjacent properties.

At this time Mayor Miller opened the public hearing. With no individuals wishing to speak on the Item, the Mayor closed the public hearing.

The Commissioners discussed the presentation, noting the unique features of the subject property, including the size of the front yard, which presents challenges in the current configuration. Commissioner Reiser commended the Applicant for their intent to retain the existing house and noted that the proposed garage would free up more parking in the front of the house. Mayor Miller added that the design of the garage door would provide a seamless appearance of the structure.

Town Attorney Doody requested that any motion of approval identify the hardship involved.

Motion made by Commissioner Reiser, seconded by Vice Mayor Ravanese, that the owners have a hardship, as they are unable to use the garage space, and the revision that has been proposed will eliminate cars on the road and give them room to put their vehicles in the

garage without going into the swimming pool, hitting the fence, or hitting the tree, with the inclusion of the conditions that the Planner has recommended in the approval. In a roll call vote, the **motion** passed unanimously (5-0).

II. ADJOURNMENT

Motion made by Vice Mayor Ravanesi, seconded by Commissioner Andreano, to adjourn. In a roll call vote, the **motion** passed unanimously (5-0).

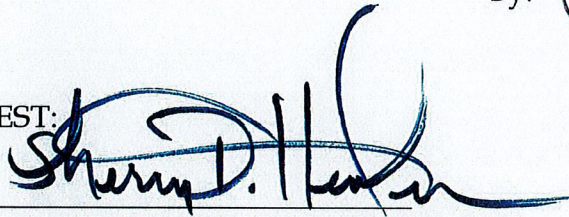
There being no further business before the Board of Zoning and Appeals, the meeting was adjourned at 9:31 a.m.

ADOPTED THIS 9th DAY OF SEPT 2025.

By: 

Dawn Miller, Mayor

ATTEST:



Sherry D. Henderson, CMC Town Clerk

9/9/2025

**TOWN OF HILLSBORO BEACH
1210 HILLSBORO MILE
HILLSBORO BEACH, FL 33062**



*Hand-outs Provided or Presented at Meeting - Entered into the Record and/or
Written Comments emailed to Town Clerk, Entered into the Record.*

JULY 31, 2025

Board of Zoning Appeals

Town of Hillsboro Beach
1210 Hillsboro Mile
Hillsboro Beach, FL 33062
TownofHillsboroBeach.com
954-427-4011

10:00am
Special Commission Mtg.



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

Phone: (954) 427-4011

Fax: (954) 427-4834

TO: Mayor Miller and Town Commission
THROUGH: Mac Serda, Town Manager
FROM: Graham Long, Planning Consultant
DATE: July 31, 2025
SUBJECT: Construction Site Management Plan – Demolition
LOCATION: 1205 Hillsboro Mile

Additional Staff Recommended Condition of Approval

At the request of the Building Official, based on Town code requirements in section 12-50, staff recommends the addition of a condition of approval to address mitigation of the effect of debris and airborne particles on surrounding properties.

Recommended Conditions:

1. Applicant must submit to the Town proof of notice to owners of property within 1,000 feet of the subject property at least 21 days prior to commencement of any demolition activities.
2. Applicant shall maintain a water meter with operating water service on site, to be used for control of dust and debris during demolition.

THE BG GROUP, LLC

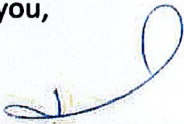
July 28, 2025

Town of Hillsboro Beach
Building Department
1210 Hillsboro Mile
Hillsboro Beach, FL 33062

RE: Daily Work Schedule

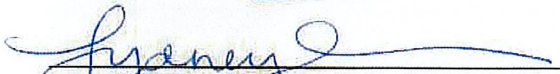
The BG Group, LLC plans on having construction operations between 8:00 AM and 5:00PM Monday thru Saturday for the duration of the demo project at **1205 Hillsboro Mile, Hillsboro Beach, FL 33062**. We plan on using a CAT 336 excavators, or others of similar size, to complete the demolition. Should you have any questions or concerns, please feel free to contact me at 561-998-7997

Thank you,

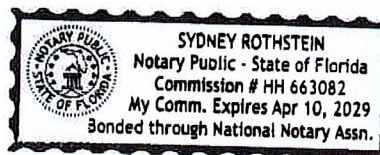


Ivy Fradin
Managing Member
The BG Group, LLC

Sworn to and subscribed before me this 28 day of July,
2025, who is personally known or has produced _____ as identification.


NOTARY PUBLIC, State of Florida

My commission expires: 4/10/29



10:00am
Special Commission Mtg.



1210 Hillsboro Mile
Hillsboro Beach, FL 33062

TOWN OF HILLSBORO BEACH

Phone: (954) 427-4011

Fax: (954) 427-4834

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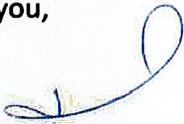
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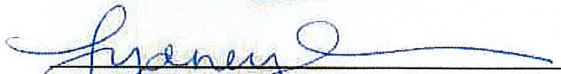
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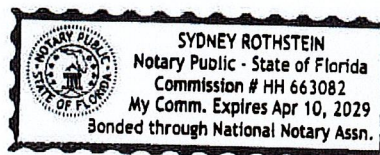


Ivy Fradin
Managing Member
The BG Group, LLC

Sworn to and subscribed before me this 28 day of July,
2025, who is personally known or has produced _____ as identification.


NOTARY PUBLIC, State of Florida

My commission expires: 4/10/29



955 Hillsboro Mile Variance Request

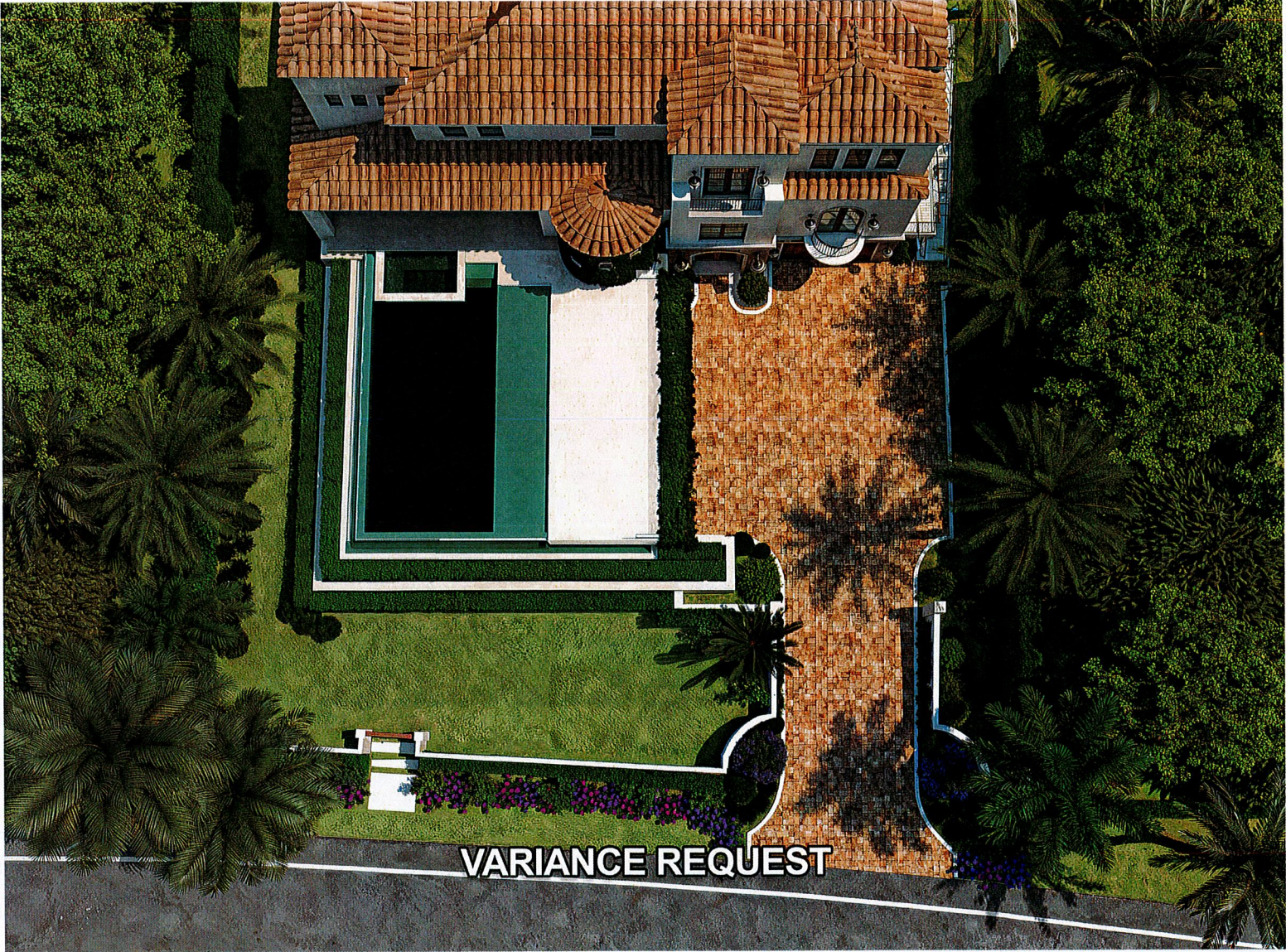
07/31/2025











VARIANCE REQUEST





VARIANCE REQUEST



VARIANCE REQUEST



VARIANCE REQUEST



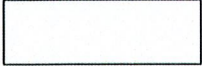
PER CODE - NO GARAGE



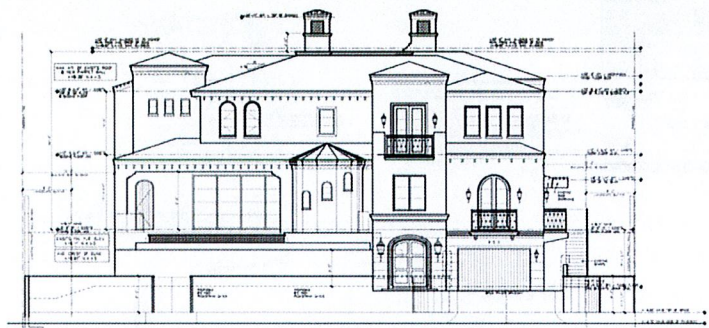
PER CODE - NO GARAGE



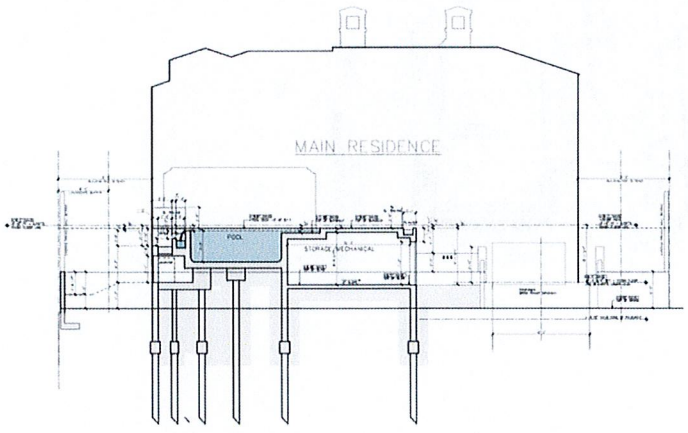
**VARIANCE REQUEST
GARAGE**



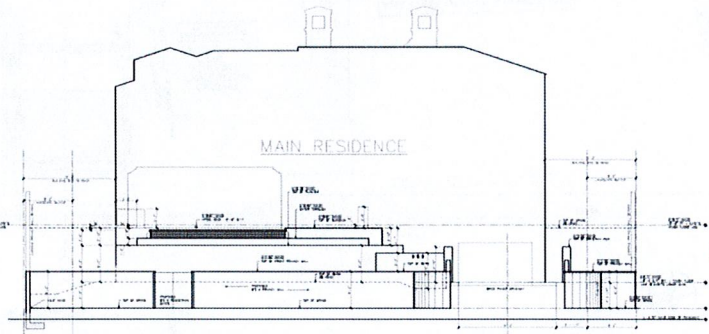
THIS ITEM HAS BEEN DIGITALLY
SIGNED AND SEALED BY CARLOS
MARTIN ON THE DATE ADJACENT
TO THE SEAL.
PRINTED COPIES OF THIS
DOCUMENT ARE NOT CONSIDERED
COPIES



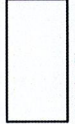
PROPOSED FRONT ELEVATION
SCALE: 1/8" = 1'-0"



POOL/ PLANTER SECTION A-A
SCALE: 1/8" = 1'-0"



FRONT POOL/ PLANTER WALLS ELEVATION
SCALE: 1/8" = 1'-0"



**Carlos Martin
Architects, Inc.**
955 Hillsboro Mile
Hillsboro Beach, Florida 33422
Tel: 904.241.1111
Fax: 904.241.1112

**955 Hillsboro Mile
Residence**
Hillsboro Beach

MANLEY
DATE: 06-06-23

MANLEY

DATE: 06-06-23

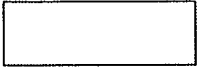
VARIANCE NO:
Proposed Elevated Pool
Section & Elevations
955 Hillsboro Mile
Hillsboro Beach, Florida 33422

SHEET
SP-1.1

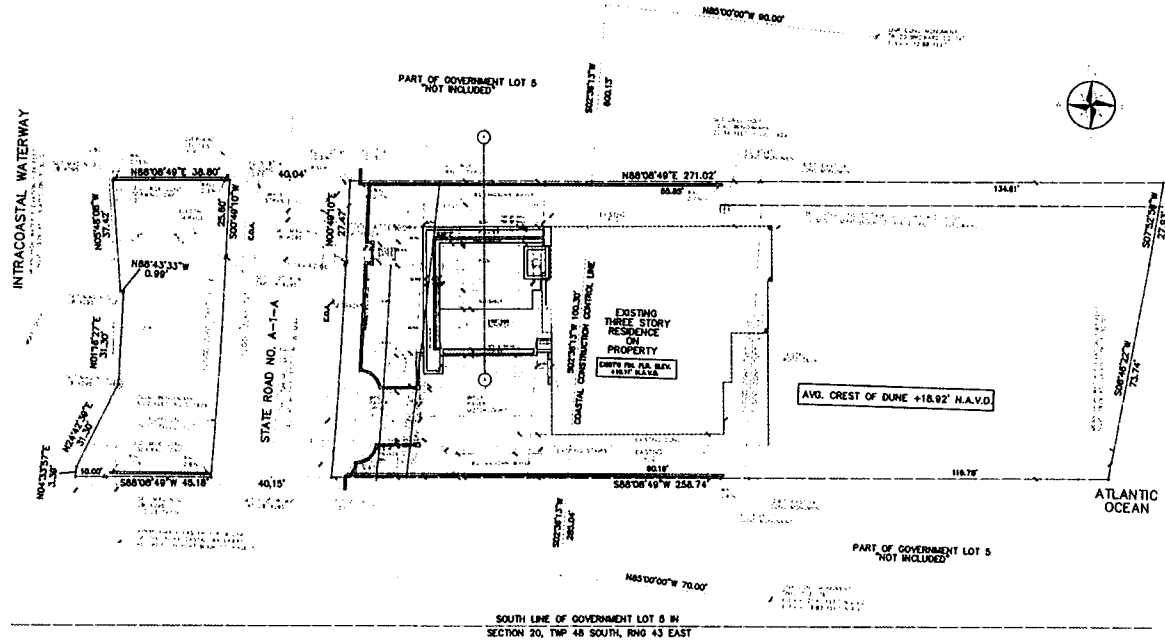
DRAWN BY
CAMERON

CHECKED BY
CARLOS MARTIN

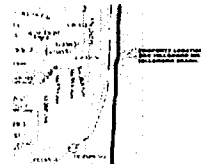
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 SIGNED AND SEALED BY CARLOS
 MARTIN ON THE DATE ADJACENT
 TO THE SEAL.
 PRINTED COPIES OF THIS
 DOCUMENT ARE NOT CONSIDERED
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SOUTH LINE OF GOVERNMENT LOT 5 IN
 SECTION 20, TWP 48 SOUTH, R90 43 EAST



LAND DESCRIPTION:
 ALP'S ESTATE (HILLSBORO MILE) & 955 HILLSBORO MILE
 PROPOSED ELEVATED POOL
 SITE PLAN
 955 HILLSBORO MILE
 HILLSBORO BRANCH, TOWNSHIP 48 SOUTH, RANGE 43 EAST

PROPOSED SITE PLAN

NOTE:
 THIS SITE PLAN IS A PRELIMINARY DESIGN AND IS SUBJECT TO THE APPROVAL OF THE LOCAL GOVERNMENT AND THE STATE OF FLORIDA.

ZONING:
 SP-1.0

ITEM	DATE	BY
DESIGNED	06/06/23	CM
CHECKED		
APPROVED		



Professional Seal of Carlos Martin, Architect, Inc.

Carlos Martin
 Architect, Inc.
 1111 Hillsboro Branch, Orlando, FL 32812
 P: 407.226.1111 F: 407.226.1112

955 Hillsboro Mile
 Residence
 Hillsboro Branch

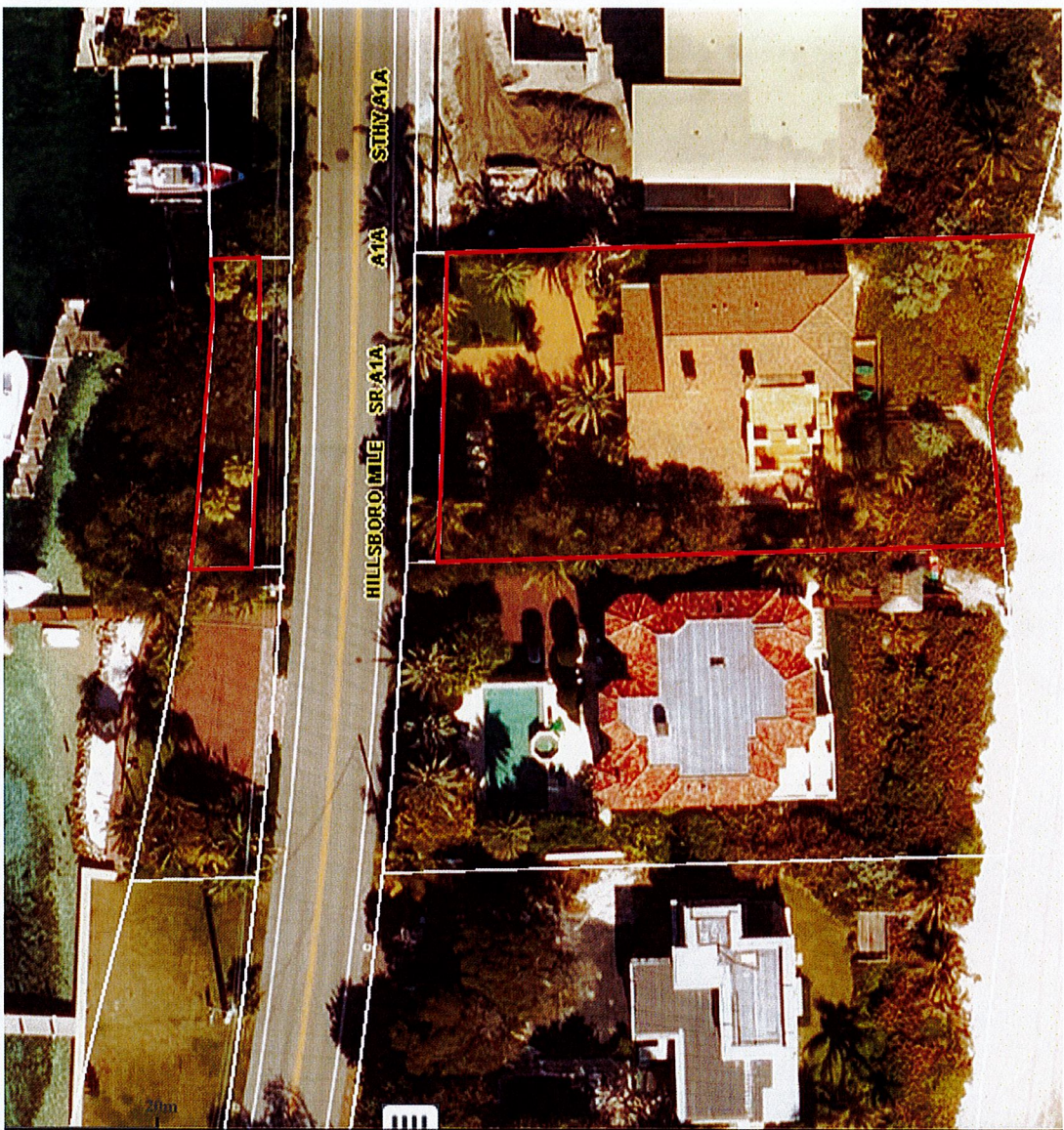


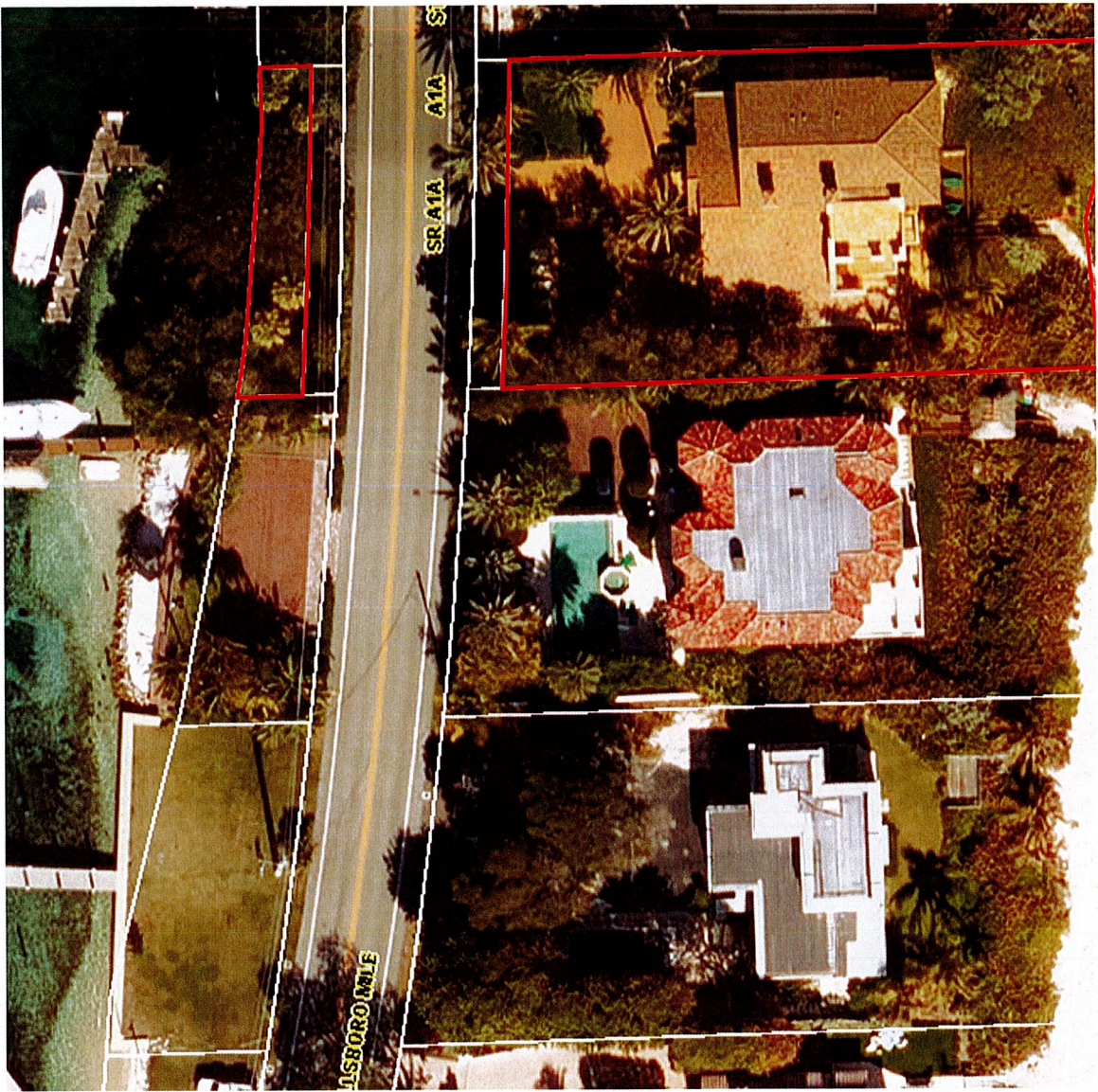
STANLEY
 06/06/23

VARIANCE NO.
 Proposed Elevated Pool
 Site Plan
 955 Hillsboro Mile
 Hillsboro Branch, Township 48 South, Range 43 East

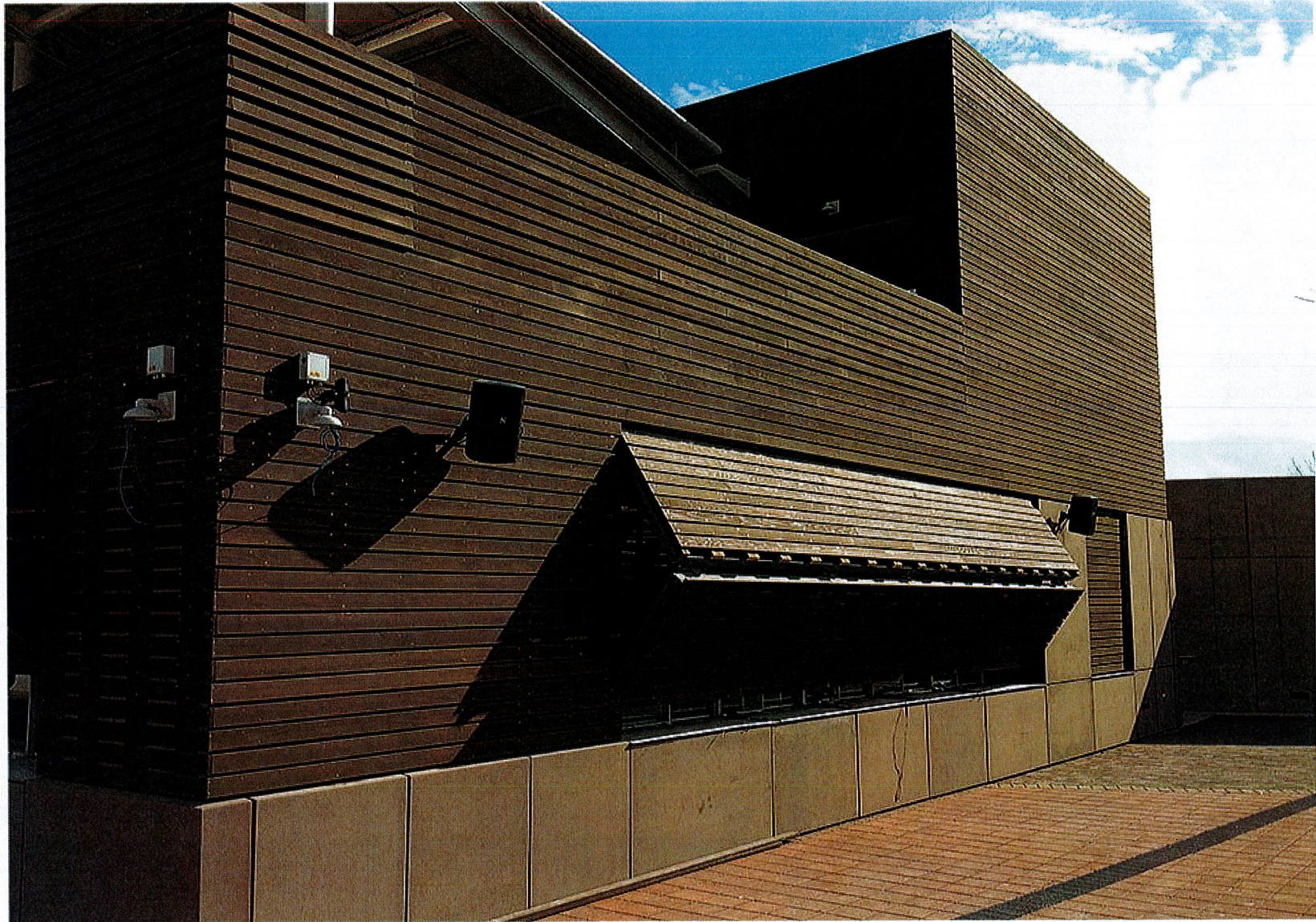
SP-1.0
 06/06/23















July 30th, 2025

Mr. John Wu
957 Hillsboro Mile
Hillsboro Beach
Florida, 33062

Dear John

Ref: Variance request for 955 Hillsboro Mile.

As part of our development of 955 we are proposing to move the pool to the NW corner of the house, raise it to the first-floor level and provide space for storage, equipment (such as the house generator) and parking underneath the pool deck. For reference the actual variance request submitted for 955 reads as follows:

Owners desire is to keep the existing residence at the property located at 955 Hillsboro Mile and renovate the home rather than raise the house and build from scratch. The homesite is the smallest single family parcel on Hillsboro Mile and due to the size of the parcel with the existing residence requires the pool to be located in the front yard which is allowable with a 45' setback. The owners are requesting a variance to build structure within the 85' front yard setback to elevate the pool to resolve front yard issues that are created by the existing garage, driveway, and pool locations. The variance request includes the elevating the pool and patio deck with a 42" glass rail at pool deck with one wall of the structure to be approximately 9' - 4" above existing grade by 32'-4" long which allows a generator and parking to be underneath. If the pool and pool deck were directly sitting on dirt, a variance would not be needed as long as no retaining walls were higher than 6' in height but because we are trying to resolve a parking issue and creating space under the pool deck area, the definition of retaining wall in the code becomes the definition of structure which requires a variance in the front yard setback. Allowing this variance will resolve these current parking, driveway, generator and pool issues.

As a part of the variance submission, we are asked to submit letters to the neighboring properties. This variance request was submitted to the Town of Hillsboro Beach and they will have a hearing on it on Thursday, July 31st at 9:00 am.

As an important part of our submission we would like to be able to confirm to the commission that we have reviewed the site plans with you and that you do not have any objections. Would you please be so kind and confirm that this is the case by counter signing this letter below.

Kind Regards



Mike Manley

To whom it may concern,

With regard to 955 Hillsboro Mile, we have reviewed the proposal to move, elevate the pool and provide storage, equipment space and parking underneath the pool structure (as described in the variance application detailed above) and have no objections.



Signed Mr. John Wu

Date: 7/30/2025



Special T Pavers, Inc.
 20 SE 9th Street-Suite A
 Deerfield Beach, FL 33441
 Office: 954-531-0007
 Fax: 954-531-0242

WWW.SPECIALPAVERS.COM

Email: support@specialpavers.com
 Licensed & Insured

Lic# CBC036355

Proposal

Date: 06/11/2025 Revised
 Prepared by: Lacy Passos
 Phone Number: 954-242-0597

Customer Information:

Name: Town of Hillsboro Beach
 Address: 1210 Hillsboro Mile
 City, State, Zip: Hillsboro Beach, FL 33062
 Phone Number: (305) 525-5505
 Fax Number: _____
 Email: mserda@townofhillsborobeach.com

Job Site Information:

Check here if same as Customer Information
 Job Name: _____
 Job Address: _____

Estimated start date: _____

Paver Order Details:

AREA	SQUARE FOOTAGE	SIZE	SHAPE	COLOR
Bocce court	approx.750 sq. ft.	2 3/8"	4x8	TBD
	includes c/w			

We hereby submit specifications and estimate for:

- To supply and install the above material listed on sand. To excavate, haul away and dispose and to clean up the job site.
- To excavate the areas located around the bocce and install std. pavers over sand reinforcing the edges with cement.
- Court to be paved on 3 sides, leaving the right(north) side undone. Walkways should approx. 3.5' wide.
- At the foot and at the head of the court paved area shall be 6' wide. On the left side of the court there will be two 13'x3.5' areas for a bench.
- To build a walkway 4' wide connecting the two bocce courts.
- To build a retaining wall using cinder blocks on the east side of the court.
- Existing sprinklers if any to be removed, capped or relocated by others.
- 3% Discount is applied and will be void if paid by credit card. Permit by others

We propose hereby to furnish material and labor-complete in accordance with the above specifications for the sum of:

Dollars (\$) 9,500.00

*This proposal may be withdrawn by us if not accepted within 30 days

Payments to be made as follows:

Down payment upon signing: 50% 4,500.00
 When pavers are delivered: 0% _____
 Balance due upon completion: 50% 4,500.00

- Permit fee plus permit cost will be added to final invoice
- Sub grade 3 1/2" below final grade by others
- Field Measure Plus 7 % Cuts & Wastes

Acceptance of Proposal

The above prices, specifications and conditions are satisfactory and hereby accepted. You are authorized to do work as specified. I agree to the terms and conditions on the second page of this Proposal/Sales Agreement and payment will be made as outlined.

Date of Acceptance: _____

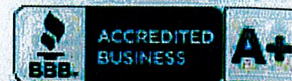
Printed Name: _____

Signature: _____

Special T Pavers, Inc. Authorized Signature



PERMIT
 YES
 NO



PROPOSAL

(954) 545-3040 • FAX (954) 946-7384
 1391 EAST SAMPLE ROAD, POMPANO BEACH, FL 33064
 E-MAIL NATIONALBRICK@BELLSOUTH.NET CGC#59126

NAME: HILLSBORO BEACH TOWN HALL
 ADDRESS: C/O MAC SERDA
 1210 HILLSBORO MILE
 HILLSBORO BEACH, FL 33062
 PHONE: 305-525-5505
 E-MAIL: MSERDA@TOWNOFHILLSBOROBEACH.COM
 DATE: 5/7/25 – REVISED 6/23/25
 SITE INSPECTION:

PAVERS: 2 3/8" THICK COLORED CONCRETE PAVERS: STANDARD SHAPES AND COLORS.
 MFG: GEM PAVERS.

PATIO: 856 SQ. FT. 10 % HAS BEEN ADDED FOR CUTS AND WASTE

ALL MATERIALS AND WORKMANSHIP MEET OR EXCEED SOUTH FLORIDA BUILDING CODES

1. REMOVE EXISTING GRASS, 756 SQ. FT. AND FILL IN PROPOSED AREA TO CREATE PROPER GRADE.
2. DELIVER, GRADE AND COMPACT 7 TONS OR A SUFFICIENT AMOUNT OF CONCRETE BEDDING SAND TO CREATE A STABLE BASE FOR PAVER INSTALLATION.
3. INSTALL PAVERS 756 SQ. FT. (AS PER SOUTH FLORIDA BUILDING CODES).
 - A) 2 WALKWAYS 7' X 10'.
 - B) 1 WALKWAY 3' 5" X 70'.
 - C) 2 WALKWAYS TO MEET 3' 5" X 7'.
 - D) 2 PATIOS 12' X 4'.
 - E) 1 WALKWAY TO CONNECT BOTH COURTS 4' X 51'
4. BUILD RETAINER WALL 100 LN. FT. WITH CONCRETE BLOCKS.
5. PLACE # 3 REINFORCING STEEL REBAR IN CONCRETE PAVERS RESTRAINING EDGE FOR EXTRA STRENGTH. WITHOUT REBAR, THE CONCRETE WILL BREAK AND THE PAVERS WILL MOVE. (EXCLUSIVE TO NATIONAL BRICK PAVERS).
6. WASH IN FINE SAND TO ALL PAVER JOINTS AND COMPACT PAVERS TO STABILIZE INSTALLATION.

20 YEAR MANUFACTURER'S STRUCTURAL GUARANTEE
 PRICE INCLUDES 2 YEARS LABOR WARRANTY ALL LABOR, MATERIALS, TAXES AND FREIGHT

NOTE #1: IF YOU ARE COMPARING PROPOSALS, PLEASE TAKE INTO CONSIDERATION OUR 2 YEAR WARRANTY. MOST COMPANIES ONLY OFFER ONE YEAR OR LESS. WE ALSO PLACE STEEL REBAR IN OUR CONCRETE RESTRAINING EDGES.

TO BE DONE BY OTHERS; ALL IRRIGATION AND LANDSCAPING WORK IN AFFECTED AREA.

CUSTOMER IS RESPONSIBLE FOR ALL FEES AND COSTS TO OBTAIN PERMIT. EXPEDITER FEES ARE \$300.00.

ACCEPTED BY: _____ TOTAL: \$7,900.00 COUPON DISCOUNT INCLUDED
 SOLD BY: BRIGITTE BAROUKH 305-588-2276
 DATE: _____ PAYMENT SCHEDULE: 1/3 DEPOSIT
 1/3 AT START
 1/3 AT COMPLETION
 MASTERCARD & VISA ADD 2%
 Please review conditions on back of Contract which are part of total Contract conditions.