



Palm Beach County  
CONSTRUCTION BOARD OF ADJUSTMENT AND APPEALS (CBAA)

January 12, 2023 MEETING

## MINUTES

### I. CALL TO ORDER

Rex Kirby, Chair, called the meeting to order at 2:03 pm. The meeting was conducted in Room 1W-47, Palm Beach County Planning, Zoning and Building Department, 2300 N Jog Road, West Palm Beach, FL.

#### A. Roll Call

##### *Members Present*

Rex Kirby, Division 1 Contractor, **Chair**  
Jessica Dornblaser, Architect, **Vice Chair**  
Manuel Oyola, Roofing Contractor  
Ron Dixon, Engineer

Steven Markel, HVAC Contractor

##### *Members Absent*

Timothy Wingate, Division 1 Contractor

Bart Rasper, Plumbing Contractor

##### *Others Present*

Doug Wise, Building Official (PBC)  
Thomas Banzhaf, Construction Services Coordinator (PBC)  
Michelle Carter, Recording Secretary  
Dean Wells, Construction Services Coordinator (PBC)  
Mark Hagen, Information Management Services Specialist

Shannon Fox, Senior County Attorney  
Ryan Maher, Assistant County Attorney  
Affette McIntosh, Building Division Coordinator

#### B. Approval of Minutes

- ✦ Mr. Oyola made a motion to approve the January 12, 2023 meeting minutes. Ms. Dornblaser seconded the motion. The motion carried unanimously.

#### C. Administer Oath to Witnesses

Ms. Carter administered an oath to the witnesses testifying in the proceedings.

### II. ADDITIONS AND DELETIONS

None

### III. OLD BUSINESS

#### A. 2022-05 4498 Thornwood Circle

- ✦ Mr. Wise stated this is a previous case and they were given time to come into compliance. Mr. Wise then a Tom Banzhaf to brief the board on the case.
- ✦ Mr. Banzhaf stated since their last appearance before the board they were given 60 days to come back with either a construction contract or a contract to sell the property. They sold the property on November 28, 2022. The new owner is here today and they are in process of getting a permit to start repairs, I believe the permit is in the plan review as of yesterday.
- ✦ Renee Wilson (owner of 4498 Thornwood Circle) We are in the process of renovating per your instructions. We have had a general inspection and I had an engineer draw a drawing for the actual wall that was damaged. The electrical permit is in the process right now.
- ✦ Discussion Ensued
- ✦ Mr. Markel made a motion to give 90-day extension to get their permitting work submitted to the building department so they can become compliant Mr. Oyola second the motion. The motion carried unanimously.

B. 2022-06 6347 Harbour Star Drive

- + Mr. Wise states this is another previous case and the board granted more time.
- + Mr. Banzhaf this case you granted them 90 days to rehabilitate the structure. It was sold also and the new owner was present during the last hearing.
- + Mr. Kirby states that a permit was submitted.
- + Mr. Banzhaf stated they did submit for a permit but it was submitted incorrectly and it has since been fixed.
- + Discussion Ensued
- + Ryan Dobson states he is the contractor for with the owner to repair the property. We went in to make sure the structure is safe, no more wet walls and we demo most of the walls so no more wet walls.
- + Mr. Oyola asked if the property is secured.
- + Mr. Dobson confirmed that the property is secured.
- + Mr. Markel made a motion to give the appellant 90 days to continue on with the process and make sure they get all their permits applied for and continue on with work. Mr. Oyola second the motion. The motion carried unanimously.

C. 2022-07 7660 Hooper Road

- + Mr. Wise states again this is a previous case and the board granted them more time. I think along with everybody else the owner of the property is having trouble getting materials and everything else during the supply chain shortage
- + Mr. Wells this case was given 90 days by the board to apply for a permit. I have spoke with the owner serval times and they are having trouble with getting the materials. The existing material that was their/damaged the owner is having trouble finding nobody is manufacturing it anymore. From what they are saying, the material they have found is not going to comply with what they have. As of today nothing has changed, it is in the condition it was but it is secure and no one is able to access it.
- + Discussion Ensued
- + Mr. Markel made a motion to give a 30-day extension to allow the owner to apply for permits to any extent they can. Made an addition to his motion that the owner has a contract with a contractor within 30 days. Mr. Oyola second the motion. The motion carried unanimously.

IV. NEW BUSINESS

None

V. BOARD MEMBER COMMENTS

None

VI. STAFF COMMENTS

None.

VII. ADJOURNMENT

Rex Kirby adjourned the meeting at approximately 2:26 PM.

Signed for the Board by,

  
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Rex Kirby, Chair

Respectfully submitted by  
Michelle Carter, Recording Secretary