



# Inspection Report

Town of Highland Beach  
3614 S. Ocean Boulevard  
Highland Beach FL 33487  
Phone: (561) 278-4548  
[mwelhaf@highlandbeach.us](mailto:mwelhaf@highlandbeach.us)



## Inspection Result

### Inspection Status

Completed with fail

### Inspected by

Joseph Brooks

### Completed at

06/04/2026 11:42:52

Address	Suite	City	State	Zip
2921 S OCEAN BLVD	--	HIGHLAND BEACH	FL	33487
		Business Name		
		Highland towers	Building Type	consolidated-building

### Building Access & Outdoor Premesis:

✓ Pass

ITEM: Are fire lanes marked & unobstructed?

✗ Fail

ITEM: Is the Knox Box accessible and contains all necessary keys?

### REMARK:

Knox box needs to be updated with E key cylinder. Highland Beach fire rescue will forward this information to Knox.

6-2-2026 I emailed Chief Welhaf the information and he will forward it to the Knox box representative.

**CODE:** Town of Highland Beach Code of Ordinances - 002, Sec 9-76 (1)(f) - (f) The door shall be labeled with a sign that reads "Fire Protection Closet." The closet shall be kept locked at all times. A key box approved by the fire and life safety division shall be installed on the outside wall, within 3 feet of the closet. The key box shall be installed 42 inches to 48 inches above grade. The key box shall contain a key to access the closet and all the keys necessary to control the fire alarm system. The property owner may provide additional keys for access to the interior of the building.



Knox box located next to lobby door

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✓ Pass

**ITEM:** Are all keys in Knox Box clearly marked and current?

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✓ Pass

**ITEM:** Are the fire hydrants / water supply present & accessible?

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✓ Pass

**ITEM:** Is the FACP Room properly labeled?

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✓ Pass

**ITEM:** Can the building address be clearly seen from the street? Numbers need to be a minimum of 8" and a maximum of 12"

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✓ Pass

**ITEM:** Are dumpsters that are kept outside at least 10' or more from combustible walls, openings, or roof eaves?

---

✓ Pass

**ITEM:** Are gas meters / piping protected against impact?

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✓ Pass

**ITEM:** Are low clearance areas marked with signage? (i.e - parking garages)

---

✓ Pass

**ITEM:** The exterior access is not blocked or inaccessible?

---

✓ Pass

**ITEM:** Are interior/exterior apartment unit ID numbers a minimum of 2"?

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**Elevators:**

✓ Pass

**ITEM:** The building elevator is keyed to Region 7.

---

✓ Pass

**ITEM:** Are all elevators in the building in proper working condition.

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✓ Pass

**ITEM:** Does elevator recall appropriately upon activation of the fire alarm?

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✓ Pass

**ITEM:** Do all elevators have a annual Certificate of Operation posted inside the elevator cab?

---



Elevator number one



Elevator # 2

✓ Pass

**ITEM:** Is there storage in the elevator room?

---

✓ Pass

**ITEM:** Are the main power breakers and cab lighting panels labeled according to which elevator it controls?

---

**Sprinkler & Standpipe:**

✓ Pass

**ITEM:** Are sprinkler heads in good condition?

---

✓ Resolved

**ITEM:** Is the fire sprinkler system's piping in good condition?

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**REMARK:**

All items must be removed from sprinkler piping

6-2-2026 item has been resolved.

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**CODE:** NFPA 25 - 5.2.2.1 \* - Pipe and fittings shall be free of mechanical damage, leakage, and corrosion.

NFPA 25 - 5.2.2.2 - Sprinkler piping shall not be used to support nonsystem components.

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Apartment 401 residential storage locker

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✓ Pass

**ITEM:** Are the fire department connections easily accessible?

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✓ Pass

**ITEM:** Is the backflow preventer / OS&Y / PIV in the open position?

✓ Pass

**ITEM:** Does the backflow preventer / OS&Y / PIV have a FD lock & chain?

✓ Pass

**ITEM:** Are fire sprinkler water flow & tamper switches connected to a central station fire alarm system?

✓ Pass

**ITEM:** Is the fire sprinkler riser room & fire pump room labeled?

✓ Pass

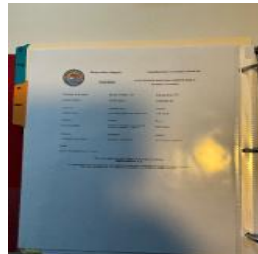
**ITEM:** Is the fire sprinkler system inspected annually? (record company & date)



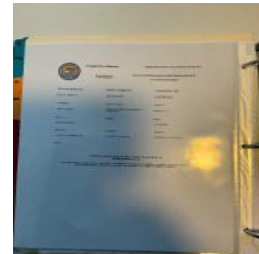
Sprinkler final inspection documentation



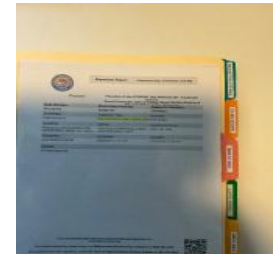
Sprinkler final inspection documentation



Sprinkler final inspection documentation



Sprinkler final inspection documentation



Sprinkler final inspection documentation

✓ Pass

**ITEM:** Has the fire sprinkler system been through a 5 year inspection? (record company and date)

✓ Pass

**ITEM:** Are hose connection cabinets labeled according to what's inside? such as Hose connection? fire extinguisher?

✓ Pass

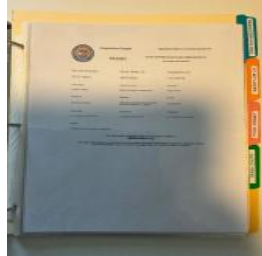
**ITEM:** Is the fire pump exercised regularly?

✓ Pass

**ITEM:** Has the fire pump been inspected within the last 12 months? (record company & date)



Fire pump final inspection documentation



Fire pump final inspection documentation

✓ Pass

**ITEM:** Are standpipes in good condition?

✓ Pass

**ITEM:** Does the building have adequate fire sprinkler coverage?

✓ Pass

**ITEM:** Is there at least 18" of clearance below fire sprinkler heads?

✓ Pass

**ITEM:** Are fire sprinkler control valves labeled and readily accessible?

✓ Pass

**ITEM:** Do the fire department connections have appropriate signage?

✓ Pass

ITEM: No storage in fire pump room - (sign posted)?

✓ Pass

ITEM: Record current fire sprinkler company name & contact phone number

### Fire Alarm & Detection System:

✓ Pass

ITEM: Is the fire alarm system tested & inspected annually? (record company & date)



Fire alarm final inspection document

✓ Pass

ITEM: Is fire alarm registered with the Town of Highland Beach? (confirm building point of contact information)

✓ Pass

ITEM: Are all pull station boxes in good condition?

✓ Pass

ITEM: Are all smoke/heat detectors in good working condition?

✓ Pass

ITEM: Is the fire alarm battery back-up present, connected, & in good working condition?

✓ Pass

**ITEM:** Are alarm notification devices located throughout the building and in good working condition?

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✓ Pass

**ITEM:** Is the Fire alarm control panel and annunciators in normal condition? (no trouble, supervisory, or alarm)

---

✓ Resolved

**ITEM:** If building is UL listed, is UL certification posted in FACP room?

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**REMARK:**

Final inspection for newly installed fire alarm system was just completed last week. Fire alarm company is going to schedule UL certification.

6-2-2026 item has been resolved.

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**CODE:** Florida Fire Prevention Code (NFPA 1 FL) - 13.7.1.1 - Where building fire alarm systems or automatic fire detectors are required by other sections of this Code, they shall be provided and installed in accordance with NFPA 70, NFPA 72, and Section 13.7.

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6-2-2026

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✓ Pass

**ITEM:** "No Storage" in fire alarm room - (sign posted)?

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**Exits & Means of Escape:**

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✓ Pass

**ITEM:** Are combustibles being stored in exit egress path?

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✓ Pass

**ITEM:** Are the exit doors are easy to identify, access, and operate normally?

---

✓ Pass

**ITEM:** Are there enough exit doors? (min of two)

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✓ Pass

**ITEM:** Do exit doors open from the inside without keys or special knowledge?

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✓ Pass

**ITEM:** Is there excessive travel distance to an exit?

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✓ Resolved

**ITEM:** Are all fire doors self closing and latching?

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**REMARK:**

6-2-2026 item has been resolved.

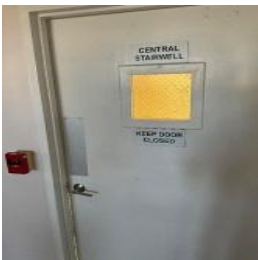
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**CODE:** Florida Fire Prevention Code (NFPA 101 FL) - 7.2.12.3.4.3 - Door assemblies in the barriers specified in 7.2.12.3.4 shall have not less than a 20-minute fire protection rating, unless a greater rating is required in other provisions of this Code, and shall be either self-closing or automatic -closing in accordance with 7.2.1.8.

Florida Fire Prevention Code (NFPA 101 FL) - 29.3.6.2.3 - Doors that open onto exit access corridors shall be self-closing and self-latching.

Florida Fire Prevention Code (NFPA 101 FL) - 31.3.6.2.3 - Doors that open onto exit access corridors shall be self-closing and self-latching.

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Second floor center stairwell door

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✓ Pass

**ITEM:** Are all exits, isles, & corridors free of obstructions?

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✓ Pass

**ITEM:** Are exit corridors fire rated?

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✓ Pass

**ITEM:** Is panic hardware provided / required on exit doors?

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✓ Pass

**ITEM:** Are all aisles leading to exit at least 28" wide?

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✓ Pass

**ITEM:** Are exits improperly locked during business hours?

---

✓ Pass

**ITEM:** Are improper locking devices being utilized?

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### **Electrical Systems:**

✓ Resolved

**ITEM:** Are all electrical cords, wires, appliances, junction boxes, circuit breaker boxes & fixtures in good condition? (not frayed, no exposed wiring, are doors and covers in normal working condition?)

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### **REMARK:**

6-2-2026 item has been resolved.

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**CODE:** FFPC NFPA 1 - 11.1.1 - General. - Section 11.1 shall apply to permanent and temporary electrical appliances, equipment, fixtures, and wiring.

FFPC NFPA 1 - 11.1.2.1 - All new electrical wiring, fixtures, appliances and equipment shall be installed in accordance with NFPA 70.

FFPC NFPA 1 - 11.1.2.2 - Unless determined to present an imminent danger, existing electrical wiring, fixtures, appliances, and equipment shall be permitted to be maintained in accordance with the edition of NFPA 70 in effect at the time of the installation.

FFPC NFPA 1 - 11.1.2.3 - Permanent wiring abandoned in place shall be tagged or otherwise identified at its termination and junction points as "Abandoned in Place" or removed from all accessible areas and insulated from contact with other live electrical wiring or devices.

FFPC NFPA 1 - 11.1.5.1 - Extension cords shall be plugged directly into an approved receptacle, power

tap, or multiplug adapter and shall, except for approved multiplug extension cords, serve only one portable appliance.

FFPC NFPA 1 - 11.1.5.3 - The extension cords shall be maintained in good condition without splices, deterioration, or damage.

FFPC NFPA 1 - 11.1.5.5 - Extension cords and flexible cords shall not be affixed to structures; extend through walls, ceilings, or floors, or under doors or floor coverings; or be subject to environmental or physical damage.



Dungeon room hallway

### ✓ Resolved

**ITEM:** Are all electrical cords, wires, appliances, junction boxes, circuit breaker boxes & fixtures in good condition? (not frayed, no exposed wiring, are doors and covers in normal working condition?) 2nd Instance

### REMARK:

6-2-2026 item has been resolved.

**CODE:** FFPC NFPA 1 - 11.1.1 - General. - Section 11.1 shall apply to permanent and temporary electrical appliances, equipment, fixtures, and wiring.

FFPC NFPA 1 - 11.1.2.1 - All new electrical wiring, fixtures, appliances and equipment shall be installed in accordance with NFPA 70.

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FFPC NFPA 1 - 11.1.5.5 - Extension cords and flexible cords shall not be affixed to structures; extend through walls, ceilings, or floors, or under doors or floor coverings; or be subject to environmental or physical damage.



Maintenance room ground floor

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✓ Resolved

**ITEM:** Are all electrical cords, wires, appliances, junction boxes, circuit breaker boxes & fixtures in good condition? (not frayed, no exposed wiring, are doors and covers in normal working condition?) 3rd Instance

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**REMARK:**

Electrical conduit cannot be used for storage.

6-2-2026 item has been resolved.

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**CODE:** FFPC NFPA 1 - 11.1.1 - General. - Section 11.1 shall apply to permanent and temporary electrical appliances, equipment, fixtures, and wiring.

FFPC NFPA 1 - 11.1.2.1 - All new electrical wiring, fixtures, appliances and equipment shall be installed in accordance with NFPA 70.

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Apartment 603 residential storage locker

✓ Pass

**ITEM:** Extension cords are not in use for permanent fixtures?

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✓ Pass

**ITEM:** Are all extension cords grounded?

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✓ Pass

**ITEM:** Do electrical power strips all have built in circuit breakers?

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✓ Pass

**ITEM:** Is there storage in electrical rooms?

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✓ Pass

**ITEM:** Is there storage in apartment interior and exterior hallway water heater/ air handler closets?

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✓ Pass

**ITEM:** Is there storage in the buildings utility closets?

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✓ Pass

**ITEM:** Is there storage in boiler rooms?

---

✓ Pass

**ITEM:** Is a "no storage" sign posted at electrical rooms?

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✓ Pass

**ITEM:** Are the electrical circuits properly labeled on all panels?

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✓ Pass

**ITEM:** Is there 30 inches of access in front of each electrical panel?

---

✓ Pass

**ITEM:** Are breaker blanks needed for open spaces in breaker panel?

---

✓ Pass

**ITEM:** Is overcurrent protection present for all electrical equipment / appliances? (fuses or circuit breakers)

---

✓ Pass

**ITEM:** Are electric and fueled powered vehicles being charged inside and outside parking structures in compliance with NFPA 70?

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✓ Pass

**ITEM:** Are refrigerators, microwaves, washer machines on its own dedicated circuit with a single receptacle outlet?

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✓ Pass

**ITEM:** Is there storage in pool pump rooms?

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### Emergency Lighting:

✓ Resolved

**ITEM:** Is emergency lighting present and operational?

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### REMARK:

6-2-2026 item has been resolved.

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**CODE:** Florida Fire Prevention Code (NFPA 1 FL) - 14.13.1.1\* - Emergency lighting facilities for means of egress shall be provided in accordance with Section 14.13 for the following: (1) Buildings or structures where required in Chapters 11 through 43 of NFPA 101 (2) Underground and limited access structures as addressed in Section 11.7 of NFPA 101 (3) High-rise buildings as required by NFPA 101 (4) Doors equipped with delayed-egress locks (5) Stair shafts and vestibules of smokeproof enclosures, for which the following also apply: (a) The stair shaft and vestibule shall be permitted to include a standby generator that is installed for the smokeproof enclosure mechanical ventilation equipment. (b) The standby generator shall be permitted to be used for the stair shaft and vestibule emergency lighting power supply. (6) New sensor-release of electrical locking systems in accordance with 14.5.3.2 [101 :

### 7.9.1.1]

Florida Fire Prevention Code (NFPA 101 FL) - 7.9.1.1\* - Emergency lighting facilities for means of egress shall be provided in accordance with Section 7.9 for the following: (1) Buildings or structures where required in Chapters 11 through 43 (2) Underground and limited access structures as addressed in Section 11.7 (3) High-rise buildings as required by other sections of this Code (4) Doors equipped with delayed-egress locks (5) Stair shafts and vestibules of smokeproof enclosures, for which the following also apply: (a) The stair shaft and vestibule shall be permitted to include a standby generator that is installed for the smokeproof enclosure mechanical ventilation equipment. (b) The standby generator shall be permitted to be used for the stair shaft and vestibule emergency lighting power supply. (6) New sensor-release of electrical locking systems in accordance with 7.2.1.6.2.



Dungeon room hallway

### ✓ Resolved

**ITEM:** Is emergency lighting present and operational? 2nd Instance

### REMARK:

6-2-2026 item has been resolved.

**CODE:** Florida Fire Prevention Code (NFPA 1 FL) - 14.13.1.1\* - Emergency lighting facilities for means of egress shall be provided in accordance with Section 14.13 for the following: (1) Buildings or structures where required in Chapters 11 through 43 of NFPA 101 (2) Underground and limited access structures as addressed in Section 11.7 of NFPA 101 (3) High-rise buildings as required by NFPA 101 (4) Doors equipped with delayed-egress locks (5) Stair shafts and vestibules of smokeproof enclosures, for which the following also apply: (a) The stair shaft and vestibule shall be permitted to include a standby generator that is installed for the smokeproof enclosure mechanical ventilation equipment. (b) The standby generator shall be permitted to be used for the stair shaft and vestibule emergency lighting power supply. (6) New sensor-release of electrical locking systems in accordance with 14.5.3.2 [101 : 7.9.1.1]

Florida Fire Prevention Code (NFPA 101 FL) - 7.9.1.1\* - Emergency lighting facilities for means of egress shall be provided in accordance with Section 7.9 for the following: (1) Buildings or structures where required in Chapters 11 through 43 (2) Underground and limited access structures as addressed in Section 11.7 (3) High-rise buildings as required by other sections of this Code (4) Doors equipped with delayed-egress locks (5) Stair shafts and vestibules of smokeproof enclosures, for which the following also apply: (a) The stair shaft and vestibule shall be permitted to include a standby generator that is installed for the smokeproof enclosure mechanical ventilation equipment. (b) The standby generator shall be permitted to be used for the stair shaft and vestibule emergency lighting power supply. (6) New sensor-release of electrical locking systems in accordance with 7.2.1.6.2.



Center stairwell lobby level

✓ Pass

**ITEM:** Are approved exit signs present and operational? (minimum 6" letters)

**Fire Extinguishers:**

✓ Pass

**ITEM:** There are fire extinguishers within 75 feet of all areas of the building?

✓ Pass

**ITEM:** The extinguishers are visible, labeled, and readily accessible?

✓ Pass

**ITEM:** The handle of the extinguishers will be mounted between 4 feet and 5 feet?

✓ Pass

**ITEM:** The extinguishers are fully charged, have been inspected, and are tagged within the past 12 months?

**Flammable & Hazardous Materials:**

✓ Pass

**ITEM:** Are combustible or flammable liquids stored in approved containers / cabinet?

✓ Pass

**ITEM:** Are compressed gas cylinders properly secured in a approved cage/cabinet and stored at a minimum of 10" from the structure?

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✓ Pass

**ITEM:** Are barbeque grills, hibachis, or other similar devices used for cooking, heating, or any other purpose being used or kindled on any balcony, under any overhanging portion, or within 10 feet of any structure?

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✓ Pass

**ITEM:** Are oily rags or similar materials subject to spontaneous combustion stored in an approved metal containers?

---

✓ Pass

**ITEM:** Is there improper storage of hazardous materials?

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✓ Pass

**ITEM:** Is there improper disposal of hazardous materials?

---

✓ Pass

**ITEM:** Are the hazardous materials appropriately placarded?

---

✓ Pass

**ITEM:** Are flammables properly grounded / bonded?

---

✓ Pass

**ITEM:** Are no smoking signs posted in hazardous storage area?

---

✓ Pass

**ITEM:** Are all sources of ignition eliminated from hazardous storage area?

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✓ Pass

**ITEM:** Is there adequate ventilation for hazardous storage area?

---

✓ Pass

**ITEM:** Is emergency shut-off switch required?

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✓ Pass

**ITEM:** If emergency shut-off is required, is it present and accessible?

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**General:**

✓ Resolved

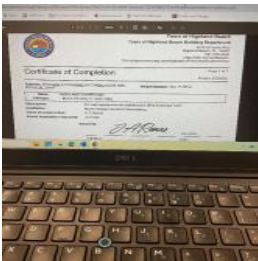
**ITEM:** Are there any non permitted rooms or partitions built within the structure to create storage rooms, maintenance rooms, or any other related functions?

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**REMARK:**

6-2-2026 item has been resolved.

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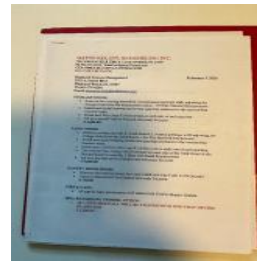
Town of Highland Beach certificate of completion.



Storage room, ground floor



Storage room, ground floor



Quote for non-permitted rooms

✓ Resolved

**ITEM:** Are there any non permitted rooms or partitions built within the structure to create storage rooms, maintenance rooms, or any other related functions? 2nd Instance

---

**REMARK:**

6-2-2026 item has been resolved.

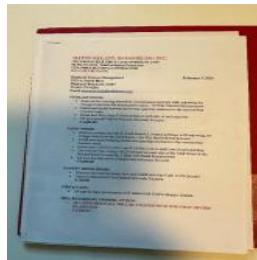
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Town of Highland Beach certificate of completion



Paint room ground level



Quote for non-permitted rooms

**✓ Resolved**

**ITEM:** Are there any non permitted rooms or partitions built within the structure to create storage rooms, maintenance rooms, or any other related functions? 3rd Instance

**REMARK:**

6-2-2026 item has been resolved.



Town of Highland Beach certificate of completion



Kitchen ground level



Quote for non-permanent rooms

**✓ Pass**

**ITEM:** Are any of the fire-rated ceiling tiles missing?

**✓ Resolved**

**ITEM:** Are trash chute doors operating properly with fusible link in place?

**REMARK:**

6-2-2026 item has been resolved.

**CODE:** Florida Fire Prevention Code (NFPA 1 FL) - 11.6.2 - Installation and Maintenance - Waste chutes, laundry chutes, and incinerators shall be installed and maintained in accordance with NFPA 82 unless such installations are approved existing installations, which shall be permitted to be continued in service. [101 : 9.5.2]



Seventh floor laundry/trash,  
shoot room

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✓ Resolved

**ITEM:** Are trash chute doors operating properly with fusible link in place? 2nd Instance

**REMARK:**

6-2-2026 item has been resolved.

**CODE:** Florida Fire Prevention Code (NFPA 1 FL) - 11.6.2 - Installation and Maintenance - Waste chutes, laundry chutes, and incinerators shall be installed and maintained in accordance with NFPA 82 unless such installations are approved existing installations, which shall be permitted to be continued in service. [101 : 9.5.2]



Sixth floor laundry/trash,  
shoot room

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✓ Resolved

**ITEM:** Are trash chute doors operating properly with fusible link in place? 3rd Instance

**REMARK:**

Multiple trash chute doors need to be replaced or repaired.

6-2-2026 item has been resolved.

**CODE:** Florida Fire Prevention Code (NFPA 1 FL) - 11.6.2 - Installation and Maintenance - Waste chutes, laundry chutes, and incinerators shall be installed and maintained in accordance with NFPA 82 unless such installations are approved existing installations, which shall be permitted to be continued in service. [101 : 9.5.2]

✓ Pass

**ITEM:** Are trash rooms doubling as a maintenance or storage rooms?

---

✓ Pass

**ITEM:** Are all fire penetrations in fire rated ceilings, walls, & doors properly sealed?

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**Stairs/Stairwells:**

✓ Pass

**ITEM:** Is there storage in exit stairwells?

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✓ Pass

**ITEM:** Are floor levels indicated on inside of stairwell doors for buildings higher than 3 stories?

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**Occupancy:**

✓ Pass

**ITEM:** Are occupant load signs posted?

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Re-Inspection scheduled to be conducted on or after Will Call

## Inspection Signatures

**Occupancy Contact Signature**

**Unable to sign:**

**Roseane is on vacation**

---

Roseane Souza  
Building Management Company  
561-577-6559  
manager@highlandtowers.org

**Inspector Signature**



---

Joseph Brooks  
Community Risk Reduction  
--  
561-239-2862  
backgrounds@highlandbeach.us