



## Department Report

**MEETING DATE:** December 13, 2021

**FROM:** Kara L. Irwin-Ferris, Director of Development & Neighborhood Services

**SUBJECT:** October 1, 2021 through October 31, 2021

## Development & Neighborhood Services

## Planning & Engineering

### NEW CASES

#### **The Pines**

A request by the home owners association for a class I site plan amendment (SP-78-01G) to add dumpster enclosures through-out the community. (Scheduled for LDS review meetings November 12 and November 18, 2021)

#### **Bethesda Tabernacle**

A request by the owner for a request for a site and development plan approval (SP-99-04B) to modify the previously approved site plan and a special exception (SE-21-02) to for a house of worship and develop a 16,459 square foot House of Worship use and accessory uses at 4901 Lake Worth Road. . (Scheduled for LDS review meetings November 12 and November 18, 2021)

#### **ALFA-G Arcade**

A request by the owner for a request for a special exception (SE-21-01) to allow an indoor amusement in a commercial zoning district. The site is located at 3757 S. Military Trail. (Submittal incomplete awaiting receipt of traffic study)

#### **Catalina Estates**

A request by the property owner for a class I site plan amendment (SP-18-02C) to modify the previously approved landscape plan. (Scheduled for LDS review meetings November 12 and November 18, 2021)

#### **Ministries in Bethel**

A request by the property owner for a class I site plan amendment (SP-84-12C) to add playground equipment. The site is located at 3950 S. 57<sup>th</sup> Avenue. (Scheduled for LDS review meetings November 12 and November 18, 2021)

#### **ZTA-21-06**

A request by the Planning & Engineering Department for a zoning text amendment to for Engineering Sidewalk/ROW. (Scheduled for LDS review meetings November 12 and November 18, 2021)

#### **Wachovia Bank @ Military Crossing**

A request by the property owner for a class I site plan amendment (SP-04-06A) to add an ATM machine. The site is located at 4901 S. Military Trail.

## CURRENT PLANNING CASES

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### **333 Jackson Avenue**

A request by the owner for a variance from Article III, Division 4, Section 16-309(c) to reduce the setback requirements for an existing single-family home and accessory structure. The site is located at 333 Jackson Avenue. (Scheduled for LDS reviews on August 12, 2021 and August 19, 2021)(Scheduled for the Zoning Board of Adjustments & Appeals meeting on October 5, 2021. Applicant requested postpone until full board is available)

### **ANX-08-01**

Annexation into the City of various road rights-of-way per Interlocal Annexation Agreement (ANX-07-05). (Staff review)

### **ANX-20-03 4180 S. Jog Road (Lake Worth Plaza West Shopping Center)**

A request by the owner for a voluntary annexation (ANX-20-03) for one parcel of land totaling approximately 27.14 acres. The site is located at 4180 S. Jog Road.

### **CPA-21-02 – Ordinance 2021-15 CIE Update**

A request by the Planning & Engineering Department to amend the Capital Improvement Element of the Comprehensive Plan to update in accordance with Palm Beach County and Palm Beach County School Board capital projects. (Scheduled for Planning Commission meeting on October 20, 2021 and first reading City Council meeting on November 1, 2021)

### **CPA-21-03 - Ordinance 2021-17 Water Supply Plan Update**

Amending the Water Supply Plan, as adopted by reference in the Intergovernmental and Public Facilities Elements of the City of Greenacres Comprehensive Plan, to be compliance with Palm Beach County and South Florida Water Management District Plans. (Transmitted to the Dept. of Economic Opportunity on November 3, 2021)

### **CPA-21-04 - Ordinance 2021-14 Property Rights Element**

Adopt a newly created Property Rights Element in accordance with state statute. (Transmitted to the Dept. of Economic Opportunity on November 3, 2021)

### **ISBA-2020 Northeast Corner of S Jog and Lake Worth Road**

A request initiated by the City of Greenacres to Palm Beach County for a Interlocal Service Boundary Agreement (ISBA) to address the potential issues for services upon annexation for the unincorporated property located at the north west corner of Lake Worth Road and South Jog Road. City Council approved Resolution 2020-45 to initiate the action on November 2, 2020. Palm Beach County Board of County Commissioners adopted a Resolution to support the ISBA. City and County staff met in January to start drafting the Agreement and continue to work out issues. City staff and the property owner met with Palm Beach County Fire Rescue and a representative from IAFF on June 29, 2021. Staff is checking in with County staff weekly for an update on the proposed language for the Agreement.

### **Nash Trail PUD**

A request by the owner for a comprehensive plan amendment (**CPA-20-4**) from Medium Residential – 5 units per acre (MR-5) and Low Residential – 1 unit per acre (LR-1) (Palm Beach County's Future Land Use (FLU) designation) to Residential Medium Density (RS-MD) and Residential High Density (RS-HD) (City of Greenacres' FLU designation); a zoning designation (**ZC-20-04**) from Agricultural Residential (AR) and Residential Estate (RE) (Palm Beach County's FLU designation) to Residential High Density (RH) (City of Greenacres' FLU designation); a special exception (**SE/PUD-20-03**) to allow a

Planned Unit Development (PUD) for the subject site; a site & development plan (**SP-20-03**) to permit development of 213 dwelling units (76 zero-lot line (ZLL) homes and 137 townhomes); and variance (**BA-20-03**) to allow for the reduction of 5 feet from the required 25 feet building separation between two multi-family buildings; to allow for the reduction of 24 feet for side from the required 50 feet and 13 feet for rear from the required 50 feet PUD setbacks as related to Townhouse (TH); and to allow a reduction of 16 inches from the required 12-feet in net width of parking space clear of obstructions for any single vehicle garage. (The variance was denied at the Zoning Board of Adjustment & Appeals meeting on July 27, 2021) (Scheduled for Planning Commission meeting on December 1, 2021)

#### **Sunset Springs**

A request by the applicant for site and development approval (SP-21-01) for 25 single family homes and a variance (BA-21-01) request to reduce to landscape buffer from 10 ft to 5 ft. The site is located at 6645 Chickasaw Road. (Resubmittal received on October 1, 2021)

#### **Tapatia Market Greenacres**

A request by the applicant referencing SB-2156 (6 month extension for the Coronavirus (EO 20-52)) for Development Orders approved and a one-year time extension for SP-19-01.

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### **SITE PLAN AMENDMENTS**

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**None**

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### **ZONING TEXT AMENDMENTS**

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#### **ZTA-16-05 – Building Heights**

A city-initiated request for a text amendment to revise Building heights based on comments from the City Council workshop on October 24, 2016. (Postponed from the Planning Commission meeting of August 16, 2017 to the Planning Commission meeting of September 20, 2017, currently no date set for review awaiting Visioning direction)

#### **ZTA-19-02 – Development Order Extensions**

A city-initiated request for a text amendment to revise development order extensions.

#### **ZTA-19-05 - Art in Public Places**

A City-initiated request to add regulations for the creation of a program providing for the placement of art in public spaces within the City.

#### **ZTA-21-01 - PZAB**

A request by the Planning & Engineering Department to create a new Board, Planning and Zoning Board of Appeals. (First reading of City Council held on November 1, 2021, second reading and adoption scheduled for December 13, 2021)

#### **ZTA-21-02 - Uses**

A request by the Planning & Engineering Department for a zoning text amendment to reflect uses in all zoning districts.

#### **ZTA-21-03 – LDS to DRC**

A request by the Planning & Engineering Department for a zoning text amendment to update procedures for Land Development Staff and change to Development Review Committee. (Scheduled for Planning Commission meeting on November 17, 2021)

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#### **ZTA-21-04 – Major/Minor Amendments**

A request by the Planning & Engineering Department for a zoning text amendment to approved Special Exceptions and Site Plans. (Scheduled for Planning Commission meeting on November 17, 2021)

#### **ZTA-21-05 – MXD-O**

A request by the Planning & Engineering Department for a zoning text amendment to modify MXD-O to allow for community serving retail uses.

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### **PERMITS - RESIDENTIAL**

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#### **Catalina Estates**

Plat application received on May 16, 2019. Comments letter sent to applicant on July 17, 2019, resubmittal received on August 25, 2019 and approved by City Council on October 7, 2019. MOT Plan issued drainage work to begin October 5, 2020.

#### **Ranchette Road Townhomes**

Plat Application received on March 23, 2021. Comments letter sent to applicant on May 17, 2021, resubmittal received on June 1, 2021. Final plat received and utility permit reviewed by City's engineer. Plat approved by City Council on October 4, 2021. Utilities permit approved by City's consulting engineer on 10/1/2021.

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### **PERMITS - COMMERCIAL**

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#### **Braman Honda**

Revised replat under review. Construction of the vehicle storage lot is complete. Permit application for the recently approved service department expansion (SP-97-06G) was issued. Comments sent to applicant on March 22, 2021. Awaiting receipt of final plat.

#### **Church of God 7th Day (3535 S Jog Road)**

The building permit and engineering permit are both issued for the development. Stop work order was issued by Building Official on September 28, 2018. Subsequent meetings have been held with Building Official and Consultant Engineer. The Building Official has re-issued the permits to the contractor. The construction is moving forward

#### **Jog Professional**

Building construction is completed. Landscape and zoning final inspections are completed. Engineering review finalized received signed and sealed as-builts and outside agency acceptance letters. The property has received a Certificate of Completion (CC) for the building shell.

#### **Kid's College Greenacres Campus**

Plat application received on October 19, 2018 with complete submittal received on November 6, 2018. The Plat was approved January 7, 2019 by City Council. Utility permit issued on January 25, 2019; pre-con meeting for underground work only held on January 30, 2019. Building permit signed off by zoning on February 15, 2019. Pedestrian Access Easement Agreement signed and recorded on May 15, 2019. Building Dept. permit issued on May 15, 2019. Building construction has been completed for the first building. The second building has been completed. Final landscape and building inspections passed on October 18, 2021.

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## CAPITAL IMPROVEMENTS

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### Original Section Drainage Improvement – Phase 7

An application for Phase 7 of the Original Section Drainage Improvements project was submitted to DES on March 12, 2020. The CDBG Grant Agreement for FY 20-21 was approved by City Council on September 24, 2020. Agreement sent to DHES on October 6, 2020. Project was advertised for bid on January 31, 2021. Virtual Pre-bid meeting was held on February 17, 2021. The bid opening was March 3, 2021. On March 15, 2021 City Council awarded the bid to TCLM Enterprise Inc. Notice of Award issued on March 24, 2021. The Preconstruction meeting was held on April 21, 2021. Notice to Proceed issued on April 27, 2021. Resident Notification letters sent on April 20, 2021. Physical construction started on May 24, 2021. Substantial completion reached on August 11, 2021; third payment request received and processed on August 24, 2021. Final inspection passed Tuesday, September 14, 2021. Final invoice processed on October 14, 2021. Final close out documents are being processed.

### Original Section Drainage Improvement – Phase 8

An application for Phase 8 of the Original Section Drainage Improvements project was submitted to DES on February 8, 2021. The CDBG Grant Agreement for FY 21-22 was approved by City Council on August 18, 2021. Agreement sent to DHES on August 25, 2021.

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#### FY 2022 Data:

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Case	Current Period	FY 2021 to Date	FY 2021 Budget
Annexation	0	0	2
Comprehensive Plan Amendment	0	0	5
Zoning Changes	0	0	3
Special Exceptions	0	0	5
Site Plans	0	0	5
Site Plan Amendments	2	2	14
Variances	0	0	4
Zoning Test Amendments	0	0	3

Inspection Type	Current Period	FY 2021 to Date	FY 2021 Budget
Landscaping	5	5	130
Zoning	5	5	121
Engineering	23	23	100

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## Building Division

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### 1) ADMINISTRATION:

- Researched and completed one hundred and seven (107) lien searches providing permit and code enforcement case information.
- Researched and completed twenty-nine (29) records request for historical permits.

## 2) PERMITS/INSPECTIONS:

PERMITS/INSPECTIONS	DURING THIS PERIOD	FYTD 2021
New Applications Received / Permits Created	328	328
Applications Approved	67	67
Applications Canceled	1	1
Applications Denied	11	11
Applications Reopened	3	3
Permits Issued	332	332
Permits Completed	250	250
Permits Canceled	7	7
Permits Reopened	10	10
Permits Expired	2	2
Inspections Performed	771	771
Construction Value of Permits Issued	\$3,852,322.00	\$3,852,322.00
Construction Reinspection Fees	\$600.00	\$600.00
CO's Issued	0	0
CC's Issued	6	6
Temporary CO's Issued	0	0

## 3) BUSINESS AND CONTRACTOR REGISTRATION:

(See Attached Summary Reports)

## 4) PERMIT APPLICATIONS IN PLAN REVIEW – PRINCIPAL NEW OR REMODEL PROJECTS:

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT#
Tire Kingdom	5901 Lake Worth Rd		Exterior Improvements - New storefront Fascade	2021-3309
Palm Beach Christian Academy	5208 S Haverhill Rd	4,250	Construct two new classroom buildings & one bathroom building	2021-3230
Eagle Grill	4624 Lake Worth Rd	1,100	Remodel New Kitchen & Accessible Restroom	2021-4016

Sanctuary Medicinals LLC	6905 Lake Worth Rd	3,700 sq.ft.	Commerical Renovation – Change of Use	2021-3948
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## 5) PROJECTS IN PROGRESS – PRINCIPAL REMODELING/RENOVATION:

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT #
Majestic Aesthetics	5315 Lake Worth Rd	1,406 sq.ft.	Interior Remodel	2021-3339
Luna Cafe	2930 S Jog Rd	1,520 sq.ft.	Interior Remodel – Convert office space into Restaurant	2021-2464
Convenience Store/Laundry	5470 10 <sup>th</sup> Ave N	1,604 sq.ft.	Interior Remodel – Add Coin Laundry to Convenience Store	2021-1191
Conviva Care Center	6766 Forest Hill Bvd	6,715 sq.ft.	Interior Remodel of Existing Space	
Ministries in Bethel	3950 S 57 <sup>th</sup> Ave	6,939 sq.ft.	House of Workship	2021-0365
Kids College (Phase 2)	1091 S Jog Rd	2,530	Construct One Story, 2 <sup>nd</sup> Building for Daycare	2021-1772
Greenacres Plaza Landlord Improvements	3953 S Jog Rd		Interior Remodel – Subdivide one bay into three.	2021-2600
Greenacres Plaza Landlord Improvements	3951 S Jog Rd		Interior Remodel – Subdivide one bay into three.	2021-2599
Greenacres Plaza Landlord Improvements	3949 S Jog Rd		Interior Remodel – Subdivide one bay into three.	2021-2598
Conviva Care Center	5799 Lake Worth Rd	7,673 sq.ft.	Interior Demo of former Pool & Patio Depot	2021-1771
Target	5900 Lake Worth Rd	1,394	Remove Café/Snack Bar & Convert to Online Pick-Up Storage Area	2021-0756
Supertech Communications (Waiting for a Contractor)	5305 Lake Worth Rd	800	Interior Remodel	2021-1498
Isabel Barber Salon	3820 S Jog Rd	1,040	Remodel Add Mani/Pedi Stations New Salon	2020-2742
Mission of Grace	6200 Lake Worth Rd	3690 sq. ft.	Convert former Restaurant to House of Workship	2020-2095
Mission of Grace	6200 Lake Worth Rd		Interior Demo of Former Steak N Shake	2020-1748
Landlord Improvement	3937 S Jog Rd	1,240 sq. ft.	White Box Space for Future Tenant	2019-1458
VCA Simmons Animal Hospital	4975 Lake Worth Rd	12,372	Interior Renovation – Modify Layout	2019-1189
Church of God 7 <sup>th</sup> Day	3535 S Jog Rd	11,500 sq. ft.	New Church	2016-2382



## 6) PROJECTS IN PROGRESS – PRINCIPAL NEW CONSTRUCTION:

PROJECT	ADDRESS/LOCATION	UNITS OR SQ. FT. APPROVED	UNITS C.O.'D
Las Ramblas	3900 La Rambla / Common Area	14	8
Santa Catalina	3145 S Jog Rd (Townhomes and Commercial units)	29 residential/ 12 commercial	29/res 1Pool/Cabana
Original Section	339 Martin Ave	1,761 sq.ft.	New Single Family
Original Section	345 Martin Ave	1,761 sq.ft.	New Single Family
Original Section	349 Martin Ave	1,761 sq.ft.	New Single Family
Original Section	353 Martin Ave	1,761 sq.ft.	New Single Family
Original Section	357 Martin Ave	1,761 sq.ft.	New Single Family
Original Section	249 Martin Ave	1,797 sq. ft.	New Single Family
Original Section	328 Jackson Ave	2,012 sq. ft.	New Single Family
Original Section	349 Jackson Ave	1,951 sq. ft.	New Single Family
Original Section	409 Broward Ave	1,951 sq. ft.	New Single Family

## Code Enforcement Division

CODE ENFORCEMENT	DURING THIS PERIOD	FYTD 2021
Inspections Related to Active Code Cases	254	2519
New Cases Started	70	746
Cases Complied	57	566
Current Open Cases	275	535
Notices Sent	161	2496
Illegal Signs Removed from right-of-ways	116	2411
Inspections Not Related to Active Code Cases	89	1127
Complaints Received and Investigated	26	336
Warning Tickets	152	522





# License Activity Report

Activity Date Range 10/01/21 - 10/31/21

Summary Listing

License Type	Category	Application Received	Application Denied	Application Approved	New License Issued	License Renewed	License Revoked	License Canceled
Amusement - Amusement & Entertainment	Business	0	0	0	0	1	0	0
Cont Office - Contractor Office	Business	0	0	0	0	2	0	0
Contractor Reg - Contractor Registration	Business	26	0	0	54	1505	0	0
Exemptions - Exemptions / Non-Profit	Business	1	0	0	1	5	0	0
Food Service - Food Service / Bar / Lounge	Business	0	0	0	0	10	0	0
General Retail - General Retail	Business	1	0	0	1	14	0	0
General Service - General Service	Business	4	0	0	0	70	0	0
General Svc Reg - General Service Registration	Business	0	0	0	0	3	0	0
Home - Home Based Business	Business	9	0	0	8	72	0	0
Insurance Co - Insurance Sales Company	Business	7	0	0	9	101	0	0
Professional - Professional	Business	5	0	0	1	23	0	0
Rental Office - Rental Office	Business	0	0	0	0	1	0	0
Rental Unit - Rental Unit	Business	6	0	0	3	142	0	0
Storage/WH Units - Storage / Warehouse Units	Business	0	0	0	0	1	0	0
Grand Totals		59	0	0	77	1950	0	0

CITY OF GREENACRES  
**Licensing Revenue Summary Report**  
 Licensing Revenue Summary Report - Summary  
 From Date: 10/01/2021 - To Date: 10/31/2021

Charge Code	No. of Billing Transactions	No. of Adjustment Transactions	Billed Amount	Adjustments	Net Billed
License Type: Cont Office-Contractor Office					
Cont Office-Contractor Office	2	0	\$232.44	\$0.00	\$232.44
License Type Cont Office-Contractor Office Totals	2	0	\$232.44	\$0.00	\$232.44
License Type: Food Service-Food Service / Bar / Lounge					
Food-Food Service	2	0	\$243.10	\$0.00	\$243.10
Food Per Seat-Food Per Seat	2	0	\$471.35	\$0.00	\$471.35
License Type Food Service-Food Service / Bar / Lounge Totals	4	0	\$714.45	\$0.00	\$714.45
License Type: General Retail-General Retail					
General Retail-General Retail Sq Feet	5	0	\$853.11	\$0.00	\$853.11
Com Inspection-Commercial Inspection	1	0	\$69.00	\$0.00	\$69.00
General Service-General Service	1	0	\$110.69	\$0.00	\$110.69
License Type General Retail-General Retail Totals	7	0	\$1,032.80	\$0.00	\$1,032.80
License Type: General Service-General Service					
General Service-General Service	21	0	\$2,147.40	\$0.00	\$2,147.40
Com Inspection-Commercial Inspection	1	0	\$69.00	\$0.00	\$69.00
Delinquent > 150-Delinquent Over 150 Days	1	0	\$100.00	\$0.00	\$100.00
License Type General Service-General Service Totals	23	0	\$2,316.40	\$0.00	\$2,316.40
License Type: General Svc Reg-General Service Registration					
General Svc Reg-General Service Registration	2	0	\$50.00	\$0.00	\$50.00
License Type General Svc Reg-General Service Registration Totals	2	0	\$50.00	\$0.00	\$50.00
License Type: Home-Home Based Business					
Home-Home Based Business	34	0	\$2,619.82	\$0.00	\$2,619.82
Com Inspection-Commercial Inspection	1	0	\$69.00	\$0.00	\$69.00
License Type Home-Home Based Business Totals	35	0	\$2,688.82	\$0.00	\$2,688.82
License Type: Insurance Co-Insurance Sales Company					

CITY OF GREENACRES  
**Licensing Revenue Summary Report**

**Licensing Revenue Summary Report - Summary**

From Date: 10/01/2021 - To Date: 10/31/2021

Charge Code	No. of Billing Transactions	No. of Adjustment Transactions	Billed Amount	Adjustments	Net Billed
Insurance Reg-Insurance Registration	47	0	\$5,462.34	\$0.00	\$5,462.34
License Type Insurance Co-Insurance Sales Company Totals	47	0	\$5,462.34	\$0.00	\$5,462.34
License Type: Professional-Professional					
Professional-Professional	7	0	\$801.92	\$0.00	\$801.92
Cosmetology-Cosmetology / Barber	1	0	\$38.68	\$0.00	\$38.68
License Type Professional-Professional Totals	8	0	\$840.60	\$0.00	\$840.60
License Type: Rental Unit-Rental Unit					
Rental Unit-Rental Unit	116	0	\$4,607.52	\$0.00	\$4,607.52
Rental Insp-Rental Inspection	5	0	\$880.00	\$0.00	\$880.00
License Type Rental Unit-Rental Unit Totals	121	0	\$5,487.52	\$0.00	\$5,487.52