



## Department Report

**MEETING DATE:** April 18, 2022

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

**SUBJECT:** March 1, 2022 through March 31, 2022

## Development & Neighborhood Services

### Planning & Engineering

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#### NEW CASES

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**ZTA-22-05**

A City-initiated request for a text amendment to add Adult Entertainment to zoning districts.

**ZTA-22-06**

A City-initiated request for a text amendment that require gated communities within the City of Greenacres to install Knox-Boxes and/or Click2Enter Systems per decision of the city's fire chief.

**ZTA-22-07**

A City-initiated request for a text amendment to amend the final and preliminary plat procedures.

**ZTA-22-08**

City-initiated zoning text amendment to require all fees owed the City to be paid prior to issuance of a Business Tax Receipt.

**Church of God 7<sup>th</sup> Day of Palm Beach**

A request by the applicant for a site plan amendment (SP-08-01C) to change the metal roof to asphalt shingle due to cost constraints. The site is located at 3535 S. Jog Road. (Scheduled for the DRC meetings April 14 and April 21, 2022)

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#### CURRENT PLANNING CASES

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**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. (Item was tabled until appropriate permits are filed)

**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. The City has been negotiating an Interlocal Service Boundary Agreement with Palm Beach County, in accordance with Florida Statutes to facilitate the annexation of the plaza and the outparcels. Staff has received an Agreement from Palm Beach County and has started the adoption process.

**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. . (Resubmittal received on March 15, 2022 and is under staff review, LDS comments sent on March 24, 2022, meeting scheduled with applicant on March 25 to discuss comments.)

**Chick Fil A Greenacres**

A request by the owner for a site and development plan (SP-85-12RR) approval to construct a 4,646 fast food restaurant with a drive-thru window and a special exception (SE-21-03) request to allow a fast food/drive thru restaurant in a commercial intensive zoning district. The site is located in the River Bridge Centre on the southwest corner of Forest Hill Blvd and S. Jog Road. (Resubmittal received on March 25, 2022, under consultant review)

**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. PBC Staff has recently forwarded the Agreement, staff is reviewing it and starting the process to bring to Council for adoption.

**Pink Bird Stand Alone Car Wash**

A request by the applicant to change the special exception (SE-22-01) for a stand alone car wash in a commercial general zoning district. A site and development plan (SP-22-02) request to construct a stand alone car wash. The site is located at 6200 Lake Worth Road. (Scheduled for DRC meetings February 10, 2022 and February 17, 2022)

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## SITE PLAN AMENDMENTS

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### **AT&T Store**

A request by the property owner for a class I site plan amendment (SP-89-06C) to allow for façade improvements to the existing building. The site is located at 5177 Lake Worth Road.

### **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. (Resubmittal received received on March 24, 2022)

### **Tire Kingdom @ Woodlake Plaza**

A request by the owner for a class I site plan amendment (PCD-84-02CC) for exterior elevations. The site is located at 5901 Lake Worth Road. (Scheduled for DRC review February 10, 2022 and February 17, 2022)

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

A request by the property owner for a class I site plan amendment (SP-04-06A) to add cash machine. The site is located at 4901 S. Military Trail. (Complete submittal package received on February 14, 2022. Scheduled for DRC review meetings on March 10, 2022 and March 17, 2022)

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## ZONING TEXT AMENDMENTS

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

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

### **ZTA-21-05 MXD-O**

A request by the Planning & Engineering Department for a zoning text amendment to modify MXD-O. (Scheduled for City Council on May 2, 2022)

### **ZTA-21-07 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. (Staff Review)

### **ZTA-22-01 Stand Alone Car Wash**

A request by the applicant to change the special exception requirements for the Commercial Intensive zoning district for a Stand Alone Car Wash Facility be located adjacent to a gas station but rather provide more stringent location requirements. (Scheduled for first reading at City Council on April 18, 2022)

### **ZTA-22-02 Construction Noise**

A City-initiated request for a text amendment that reduce the hours for construction and machinery activity and to add regulations on commercial sanitation operations, heating, ventilation, and air conditioning (HVAC) equipment on residential property and landscaping and yard maintenance power tools or motorized equipment where the Zoning Code is presently silent. (Scheduled for second reading and adoption at City Council on April 4, 2022)

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### **ZTA-22-03 Public Hearings**

A City-initiated request for a text amendment that add a chart which will provide the application approvals and notice requirements for each Planning and Zoning Division petition. (Scheduled for second reading and adoption at City Council on April 4, 2022)

### **ZTA-22-04**

This zoning text amendment proposes to revise Chapter 16, Article IV Supplemental District Regulations, Division 2, Area and Height Limitations, Section 16-630, in order to address accessory structures on large Residential lots and accessory structures allowed within the required setbacks for single family residential structures. (Scheduled for the City Council meeting on April 4, 2022 for second reading and adoption.)

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## **RESIDENTIAL PERMITS**

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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. Pre-construction meeting held on November 19, 2021.

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## **COMMERCIAL PERMITS**

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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. Final plat received and under review, to be scheduled for a future City Council meeting.

### **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.

### **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.

### **Palm Beach Christian Academy**

Revision to building permit received on November 1, 2021 comments sent to applicant on November 17, 2021, waiting on outside agency permits and resubmittal to address City's engineer comments.

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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 DHES 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 have been sent to DHES.

### **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. Design completed January 28, 2022, expected to advertise for bid on January 30, 2022. Pre application meeting was held on February 10, 2022. The bid opening was held on March 2, 2022. On March 21, 2022 the City Council awarded bid to TCLM, Inc.

**FY 2022 Data:**

<b>Case</b>	<b>Current Period</b>	<b>FY 2021 to Date</b>	<b>FY 2021 Budget</b>
Annexation	0	0	2
Comprehensive Plan Amendment	0	4	5
Zoning Changes	0	1	3
Special Exceptions	0	1	5
Site Plans	1	2	5
Site Plan Amendments	2	6	14
Variances	0	0	4
Zoning Text Amendments	1	2	3

<b>Inspection Type</b>	<b>Current Period</b>	<b>FY 2021 to Date</b>	<b>FY 2021 Budget</b>
Landscaping	2	25	130
Zoning	2	16	121
Engineering	3	61	100

**Building Division**

**1) ADMINISTRATION:**

- a) Researched and completed one hundred and forty-five (145) lien searches providing permit and code enforcement case information.
- b) Researched and completed seventy-two (72) records request for historical permits.
- c) Congratulations to Jeremy Scott for receiving his Qualified Stormwater Management Inspector license.

**2) PERMITS/INSPECTIONS:**

<b>PERMITS/INSPECTIONS</b>	<b>DURING THIS PERIOD</b>	<b>FYTD 2021</b>
New Applications Received / Permits Created	318	1,915
Applications Approved	83	414
Applications Canceled	1	15
Applications Denied	4	50
Applications Reopened	3	19
Permits Issued	334	1,856
Permits Completed	232	1,424
Permits Canceled	2	39
Permits Reopened	28	69

Permits Expired	2	8
Inspections Performed	508	3763
Construction Value of Permits Issued	\$3,515,773.68	\$21,557,531.06
Construction Reinspection Fees	\$400.00	\$2,350
CO's Issued	1	4
CC's Issued	0	11
Temporary CO's Issued	0	0

**3) BUSINESS AND CONTRACTOR REGISTRATION (see attached reports):**

ACTION	DURING THIS PERIOD	FYTD 2021
BTR Inspections Performed	38	127

(See Attached Summary Reports)

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

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT#
Tire Kingdom – *APPLICATION EXPIRED*	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
Luna Café *APPPLICATION EXPIRED* (Waiting for a Contractor)	2930 S Jog Rd	1,520 sq.ft.	Interior Remodel – Convert office space into Restaurant	2021-2464
ABCE Restaurant	3034 S Jog Rd	1,400	Interior Renovation	2021-1302

**5) PROJECTS IN PROGRESS – PRINCIPAL REMODELING/RENOVATION:**

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT #
Sanctuary Medicinals LLC	6905 Lake Worth Rd	3,700 sq.ft.	Commerical Renovation – Change of Use	2021-3948
Kids In Care	2904 S Jog Rd	3,385	Remodel – Outpatient Medical Facility	2022-0454
Catayu Baking	3797 S Military Trail		Convert former Carolina Furniture store into Factory for Bakery with Business Use	2021-3806
Eagle Grill	4624 Lake Worth Rd	1,100	Remodel New Kitchen & Accessible Restroom	2021-4016
Convenience Store/Laundry	5470 10 <sup>th</sup> Ave N	1,604 sq.ft.	Interior Remodel – Add Coin Laundry to Convenience Store	2021-1191
Ministries in Bethel	3950 S 57 <sup>th</sup> Ave	6,939 sq.ft.	House of Workship	2021-0365
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
Target	5900 Lake Worth Rd	1,394	Remove Café/Snack Bar & Convert to Online Pick-Up Storage Area	2021-0756
Crunch Fitness	6846 Forest Hill Blvd	26,002	Remodel Gym	2021-2002
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
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:**

<b>PROJECT</b>	<b>ADDRESS/LOCATION</b>	<b>UNITS OR SQ. FT. APPROVED</b>	<b>UNITS C.O.'D</b>
Ranchette Townhomes	1093 Ranchette Rd / Common Area	74 T/H	
Catalina Estates	4500 Catalina Way / Common Area	20 S/F	
Original Section	249 Martin Ave	1,797 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**

<b>CODE ENFORCEMENT</b>	<b>DURING THIS PERIOD</b>	<b>FYTD 2021</b>
Inspections Related to Active Code Cases	231	3463
New Cases Started	92	1052
Cases Complied	60	805
Current Open Cases	276	1836
Notices Sent	122	3278
Illegal Signs Removed from right-of-ways	321	3415
Inspections Not Related to Active Code Cases	231	1710
Complaints Received and Investigated	20	435
Warning Tickets	337	1261



# License Activity Report

Activity Date Range 03/01/22 - 03/31/22

Summary Listing

License Type	Category	Application Received	Application Denied	Application Approved	New License Issued	License Renewed	License Revoked	License Canceled
Cont Office - Contractor Office	Business	1	0	0	0	0	0	0
Contractor Reg - Contractor Registration	Business	51	0	0	43	8	0	0
Exemptions - Exemptions / Non-Profit	Business	1	0	0	1	0	0	0
General Retail - General Retail	Business	2	0	0	2	0	0	0
General Service - General Service	Business	1	0	0	4	2	0	0
General Svc Reg - General Service Registration	Business	0	0	0	0	1	0	0
Home - Home Based Business	Business	1	0	0	1	2	0	0
Professional - Professional	Business	5	0	0	5	2	0	0
Rental Unit - Rental Unit	Business	11	0	0	5	9	0	0
Grand Totals		73	0	0	61	24	0	0

CITY OF GREENACRES  
**Licensing Revenue Summary Report**  
 Licensing Revenue Summary Report - Summary  
 From Date: 03/01/2022 - To Date: 03/31/2022

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
Com Inspection-Commercial Inspection	1	0	\$69.00	\$0.00	\$69.00
Collection Fee-Collection Fee	1	0	\$25.00	\$0.00	\$25.00
Delinquent >150-Delinquent Over 150 Days	1	0	\$100.00	\$0.00	\$100.00
License Type Cont Office-Contractor Office Totals	5	0	\$426.44	\$0.00	\$426.44
License Type: Exemptions-Exemptions / Non-Profit					
Com Inspection-Commercial Inspection	1	0	\$69.00	\$0.00	\$69.00
License Type Exemptions-Exemptions / Non-Profit Totals	1	0	\$69.00	\$0.00	\$69.00
License Type: Food Service-Food Service / Bar / Lounge					
Food-Food Service	4	0	\$486.20	\$0.00	\$486.20
Food Per Seat-Food Per Seat	4	0	\$1,949.36	\$0.00	\$1,949.36
Com Inspection-Commercial Inspection	1	0	\$69.00	\$0.00	\$69.00
Transfer-Transfer	1	0	\$25.00	\$0.00	\$25.00
Collection Fee-Collection Fee	4	0	\$100.00	\$0.00	\$100.00
Delinquent > 150-Delinquent Over 150 Days	4	0	\$400.00	\$0.00	\$400.00
License Type Food Service-Food Service / Bar / Lounge Totals	18	0	\$3,029.56	\$0.00	\$3,029.56
License Type: General Retail-General Retail					
General Retail-General Retail Sq Feet	8	0	\$1,160.89	\$0.00	\$1,160.89
Com Inspection-Commercial Inspection	2	0	\$138.00	\$0.00	\$138.00
Collection Fee-Collection Fee	5	0	\$125.00	\$0.00	\$125.00
Delinquent >150-Delinquent Over 150 Days	5	0	\$500.00	\$0.00	\$500.00
License Type General Retail-General Retail Totals	20	0	\$1,923.89	\$0.00	\$1,923.89
License Type: General Service-General Service					
General Service-General Service	15	0	\$1,660.35	\$0.00	\$1,660.35
Vending Machine-Amuse/ Vending / Coin Operated	1	0	\$3,805.62	\$0.00	\$3,805.62
Com Inspection-Commercial Inspection	4	0	\$276.00	\$0.00	\$276.00
Collection Fee-Collection Fee	12	0	\$300.00	\$0.00	\$300.00

CITY OF GREENACRES  
**Licensing Revenue Summary Report**  
 Licensing Revenue Summary Report - Summary  
 From Date: 03/01/2022 - To Date: 03/31/2022

Charge Code	No. of Billing Transactions	No. of Adjustment Transactions	Billed Amount	Adjustments	Net Billed
Delinquent > 150-Delinquent Over 150 Days	12	0	\$1,200.00	\$0.00	\$1,200.00
Cosmetology-Cosmetology / Barber	2	0	\$77.36	\$0.00	\$77.36
License Type General Service-General Service Totals	46	0	\$7,319.33	\$0.00	\$7,319.33
License Type: General Svc Reg-General Service Registration					
General Svc Reg-General Service Registration	1	0	\$25.00	\$0.00	\$25.00
License Type General Svc Reg-General Service Registration Totals	1	0	\$25.00	\$0.00	\$25.00
License Type: Home-Home Based Business					
Home-Home Based Business	22	0	\$1,705.22	\$0.00	\$1,705.22
Collection Fee-Collection Fee	21	0	\$525.00	\$0.00	\$525.00
Delinquent >150-Delinquent Over 150 Days	21	0	\$2,100.00	\$0.00	\$2,100.00
License Type Home-Home Based Business Totals	64	0	\$4,330.22	\$0.00	\$4,330.22
License Type: Professional-Professional					
Professional-Professional	8	0	\$929.76	\$0.00	\$929.76
Cosmetology-Cosmetology / Barber	5	0	\$193.40	\$0.00	\$193.40
Real Estate-Real Estate Broker / Ins Agents	1	0	\$93.00	\$0.00	\$93.00
Com Inspection-Commercial Inspection	1	0	\$69.00	\$0.00	\$69.00
Collection Fee-Collection Fee	6	0	\$150.00	\$0.00	\$150.00
Delinquent > 150-Delinquent Over 150 Days	6	0	\$600.00	\$0.00	\$600.00
General Service-General Service	1	0	\$110.69	\$0.00	\$110.69
License Type Professional-Professional Totals	28	0	\$2,145.85	\$0.00	\$2,145.85
License Type: Rental Unit-Rental Unit					
Rental Unit-Rental Unit	439	1	\$27,224.28	(\$38.68)	\$27,185.60
Rental Insp-Rental Inspection	9	0	\$400.00	\$0.00	\$400.00
Collection Fee-Collection Fee	229	0	\$5,725.00	\$0.00	\$5,725.00
Delinquent >150-Delinquent Over 150 Days	229	0	\$22,900.00	\$0.00	\$22,900.00
License Type Rental Unit-Rental Unit Totals	906	1	\$56,249.28	(\$38.68)	\$56,210.60