



Department Report

MEETING DATE: April 15, 2024

FROM: Denise Malone, AICP, Development & Neighborhood Services Director

SUBJECT: March 1, 2024, through March 31, 2024

Development & Neighborhood Services Department

Planning, GIS & Engineering Division

NEW CASES

ZTA-24-03 Pervious Surface and Driveways

A City-initiated request for a Zoning Text Amendment to provide updated standards for overall impervious coverage on residential lots and in front yards within residential zones, ensuring consistency with the standards governing lot coverage for residential lots, as well as limits on driveways expansions. (Scheduled for Planning and Zoning Board of Appeals on April 11, 2024 and City Council first reading tentatively May 6 or 20, 2024).

ZTA-24-04 Temporary Use – City Parks

A City-initiated request for a zoning text amendment to streamline the application process for the rental of pavilions and fields in City Parks for temporary uses. (Scheduled for Planning and Zoning Board of Appeals on April 11, 2024 and tentatively City Council first reading April 15, 2024).

ZTA-24-05 Signs

A City-initiated request for a zoning text amendment to revise the sign regulations for further clarity, additions to window signage for concealing commercial fixtures that can not be placed away from a storefront, and revisions to temporary signs including temporary noncommercial signs before an election and free standing commercial temporary signs. (Scheduled for Planning and Zoning Board of Appeals on April 11, 2024 and tentatively City Council first reading May 6, 2024).

Ministries in Bethel – 3950 S. 57th Avenue

A request by the owner for a minor Site and Development Plan amendment (SP-84-12E) to relocate parking spaces.

CURRENT PLANNING CASES

Master Sign Plan (MSP-24-01)

A request by the owner for a Master Sign Plan for Flagstar Bank at 6404 Lake Worth.

3494 S. Jog Road

Plat application received for the site and development plan (SP-24-01) to construct a 3,000 sq. ft one story office building and a two-story townhouse building with three townhouses. Plat application received for site and development plan. (Scheduled for DRC review on March 21, 2024)

3067 Jog Road

A request by the owner for a Site and Development Plan (SP-24-02) to construct a 6,000 sq ft office/retail building with a 798 sq. ft. mezzanine. (Sufficiency letter sent March 11, 2024 awaiting receipt of additional items requested)

3130 Perry Avenue

A site and development plan (SP-22-03) for a vacant parcel to construct a 6241 sq. ft office space totaling 4 bays for flexible office space use. The site is located on the northeast corner of Perry Avenue and 10th Avenue South. A request by the owner for a variance (BA-23-03) request to reduce the landscape buffer on the eastern side of the site plan from 10 ft to 5 ft. (Awaiting receipt of applicant's response to DRC comments and outside agency approvals for the site plan submittal. The variance application is on hold until DRC comments are addressed for the site plan)

4964 Gardner Lane (Denton Nursery)

A request for a voluntary annexation (ANX-23-02) for one parcel of land totaling 3.6 acres, including a commercial nursery and landscape service operation. (Scheduled for City Council first reading on April 15, 2024)

ANX-23-03 - City EOC Site – 4901 and 4977 S. 56th Terrace

A voluntary annexation of two City owned parcels of land totaling 8.69 acres. (Scheduled for City Council second reading and adoption on April 15, 2024)

Astoria Towns – 6240 Dodd Road

A request by the owner, for a Future Land Use designation change (CPA-23-04) from residential medium density and Commercial to Residential High Density, a zoning change (ZC-23-02) from residential medium density and commercial general to residential high density and site and development plan (SP-23-06) to construct 60 townhomes in a 6, 7 and 8 unit building and a variance (BA-23-07) from the minimum side setback of 20 ft. between end units and to the maximum number of 6 units per building. The site is located at 6240 Dodd Road and the vacant parcel. (Awaiting receipt of applicant's response to March 21, 2004 DRC comments).

Bethesda Tabernacle – 4901 Lake Worth Road

A request by the owner for a site and development plan approval (SP-99-04C) to modify the previously approved site plan and a special exception (SE-23-01) to

develop a 28,930 square foot House of Worship and accessory uses at 4901 Lake Worth Road. (Resubmittal to DRC comments received on March 15, 2024)

CPA-24-02 and ZC-24-02 - Gardner Lane Denton Nursery – 4964 Gardner Lane

A City initiated request for a Future Land Use designation change from Palm Beach County LR-2 Low residential, 2 units per acre to Residential Low Density (RL-LD) to City Agricultural (AR) and a zoning designation change from PBC Agricultural Residential (AR) to City Agricultural (AR). (Scheduled City Council first reading April 15, 2024 and second reading May 6, 2024)

CPA-24-03 and ZC-24-03 - City EOC Site – 4901 and 4977 S. 56th Terrace

A City initiated request for a Future Land Use designation change from Palm Beach County LR-1 Low Residential, 1 unit per acre to City Public Institution (PI) and a zoning designation change from Palm Beach County Agricultural Residential (AR) to City Government Use (GU). (Scheduled City Council first reading April 15, 2024 and second reading May 6, 2024)

Church of God 7th Day of Palm Beach – 3535 S. Jog Road

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. (DRC meetings April 14 and April 21, 2022. City Council on May 2, 2022. The City Council postponed until the applicant is ready for certificate of occupancy).

Garden Square – 6645 Chickasaw Road

A request by the owner for a site plan (SP-23-03) approval to construct 4 - five-unit townhomes and 6 - four-unit townhomes (total of 44 units). (Scheduled for DRC meeting on December 21, 2023) (Awaiting receipt of applicant's response to DRC comments and outside agency approvals for the site plan submittal).

Iglesia Bautista Libre Emmanuel – 5083 Lake Worth Road

A request by the property owner for a major site plan amendment (SP-22-05A) and a special exception request (SE-22-04) to allow a house of worship within an existing building located within a Commercial Intensive zoning district and a variance request (BA-22-01) to allow for a reduction in the front and rear landscape buffers. (Awaiting receipt of applicant's response to sufficiency comments).

Interlocal Annexation 2022

Annexation (ANX-22-02) of sixteen enclaves located on Chickasaw and Wry Road into the City through an Interlocal Agreement with Palm Beach County. (Staff anticipates initiating in the near future given progress on the City proposed Chickasaw Road Improvement).

Murphys USA Greenacres - 6270 Forest Hill Boulevard

A request by the owner for a Special Exception request (SE-23-05) for a proposed convenience store and gasoline service stations within the Commercial Intensive zoning district, a variance request (BA-23-08) from the required 1500 foot separation of an existing gas station and convenience store to 750 feet and a site and development plan (SP-23-07) to construct a 2,824 convenience store and gas station with 6 pumps. (Resubmittal received on February 2, 2024, DRC meeting March 21, 2024. Awaiting response to DRC comments).

Orchid Cove – 1105 S. Jog Road

A request by Aaron Taylor, representative of the property owner, US Nursing Group Florida, LLC, for Site Plan (SP-23-01) approval of a twelve duplex unit development on the west side of Jog Road at 1105 S Jog Road and an administrative variance request (BA-23-04) for a 5' reduction from the required rear setback and side street back. (Awaiting receipt of resubmittal).

Pentecostal Tabernacle – 6030 Lake Worth Road

A request by the owner for a variance (BA-23-0) to allow for a fence to be located within the front yard of the Church. (Awaiting receipt of comments from sufficiency letter sent December 18, 2023)

Soma Medical – 3581 S. Jog Road

A request by the owner for a site and development plan (SP-23-04) to construct a 10,357 sq.ft. medical office building. The site is located at 3581 S. Jog Road. (DRC meeting on December 21, 2023, resubmittal received on March 21, 2024 – in review).

SITE PLAN AMENDMENTS

Youth Program Building

A request by the owner for a Site and Development Plan amendment (SP-97-07A) to construct a two-story 15,600 sq ft building. The site is located at 501 Martin Avenue. (DRC meeting March 21, 2024. Awaiting response to DRC comments).

Blossom Trail

A minor site plan amendment (SP-20-03A and SP-20-03B) to revise architectural plans for the 5,6, 7, and 8 unit townhomes and the single family homes for the Ponte Vedra, Delray, Aisle and Robie Models. (Resubmittal received March 22, 20024 – In review).

Potentia Academy Site Plan Amendment

The petitioner is requesting a minor site plan amendment (SP-11-01D)_to add a portable 1,269 sq. ft. classroom. The site is located at 4784 Melaleuca Lane. (Time extension granted until May 3, 2023, May 26, 2023 meeting with applicant. Awaiting receipt of remaining fees for Major Site plan amendment and applicant response).

Trafalgar Square

Class I site plan amendment (PCD-83-01J) to change the exterior paint colors at 6358 Forest Hill Blvd- WSS. (Awaiting applicants resubmittal in response to staff comments).

ZONING TEXT AMENDMENTS

New cases brought forward for PZBA consideration and recommendations to Council.

RESIDENTIAL DEVELOPMENT PROJECTS

Catalina Estates

Approved for 20 single family units. Final inspections have been completed. Ready for closeout. Approved bond in place until July 2024.

Ranchette Road Townhomes

Approved for 74 Townhomes. 68 Cos issued to date. Traffic Control Jurisdiction Agreement (TCJA) approved. Approved Bond in place.

Blossom Trail (Nash Trail)

Plat application received on July 8, 2022. Complete submittal of application received. Final engineering permit reviewed and awaiting issuance with the Plat. (Plat Revisions. Waiting on applicant to provide required revised Plat and associated documents to proceed with Council Final Plat approval.

NON-RESIDENTIAL DEVELOPMENT PROJECTS

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 as well as DNS staff. Code enforcement provided a time certain of July 19th to bring the exterior code maintenance items into compliance. (Applicant responded to Code Enforcement request for site maintenance. Active building permits. Code and Building Divisions will continue to monitor for compliance).

Chick Fil A

The building permit has been received. Awaiting receipt of engineering permit and outside agency permits. The site is located within the River Bridge Centre on the southwest corner of the intersection of South Jog Road and Forest Hill Boulevard.

Mint Eco Car Wash (4840 Lake Worth Road)

The engineering permit has been applied for. Awaiting applicant response to comments including posting bond.

EI Car Wash (6200 Lake Worth Road)

The engineering permit has been applied for. Awaiting applicant response to comments including posting bond.

The Pickleball Club (FKA Palm Beach Christian Academy)

Property is currently under contract with The Pickleball Club.

Application for the Pickleball Club was received on 11/20/2023 and is currently being reviewed. Staff has met multiple times with the applicant. The special exception and site plan was approved by City Council on February 5, 2024 and administrative variance on February 26, 2024.

BTR/Fire/Finance Fees Map/Database

Map all active/inactive BTR licenses to create a citywide database that will combine to show active fees for fire inspections and BTRs. This effort attempts to provide a workaround for Fire, Finance and Business Tax to query and record all fees attached to BTRs. The goal is to use GIS as a central database that can be used in the field for fire inspections and in house by Finance staff.

Finance Asset Management

Assist the Finance Department with the mapping of all major and minor assets. This effort provides spatial visualization of all assets and database for quick access. The purpose is to assist with FEMA and insurance reimbursement.

TEMPORARY USE PERMITS

TU-2024-0109 – C & O Restaurant Group Inc. – 6376 Forest Hill Blvd (El Centenario) – In Process

A request from the restaurant for “Live Entertainment Permit” for DJs/Karaoke/Live local artists for Friday and Saturdays from 9:00 pm to 1:30 am. Waiting for applicants response.

TU-2024-0391 – Planet Fitness Storage Containers for 6488 Lake Worth Road – In Process

A temporary use permit request for Planet Fitness for storage containers, dumpster and restroom while interior renovations are being done (associated with building permit).

TU-2024-1021 – 2024 Egg’stravaganza - Approved

A temporary use permit request from Nichole King, on behalf of the City of Greenacres - CRS Department for the 2024 Egg’stravaganza event to be held on Saturday, March 30, 2024, from 10:00 AM to 2:00 PM at the Samuel J. Ferreri Community Park, 2905 Jog Road.

TU-2024-1345 – 4558 Lake Worth Road – Retro Fitness Tent – In Process

A temporary use permit request for pre-sales tent to be on-site.

FY 2024 Data:

Case Approvals	Current Period	FY 2024 to Date	FY 2024 Budget
Annexation	2	2	2
Comprehensive Plan Amendment	2	2	3
Zoning Changes	2	2	3
Special Exceptions	0	2	4
Site Plans	0	2	5
Site Plan Amendments	1	3	10
Variances	0	2	3
Zoning Text Amendments	2	4	3

Inspection Type	Current Period	FY 2024 to Date	FY 2024 Budget
Landscaping	5	23	80
Zoning	0	11	45
Engineering	3	19	75

Building Division

Building Department Report (March 1, 2024 – March 31, 2024)

1) ADMINISTRATION:

- a) Researched and completed Ninety-Eight (98) lien searches providing open and/or expired permit information.
- b) Researched and completed twenty-six (26) records requests for historical permits.

2) PERMITS/INSPECTIONS:

PERMITS/INSPECTIONS	DURING THIS PERIOD	FYTD 2024
New Applications Received / Permits Created	211	1,181
Applications Approved	124	703
Applications Canceled	9	38
Applications Denied	7	14
Applications Reopened	0	12
Permits Issued	199	1,070
Permits Completed	205	973
Permits Canceled	12	45
Permits Reopened	101	250
Permits Expired	37	248
Inspections Performed	404	2,512
Construction Value of Permits Issued	\$2,102,207.10	\$11,333,006
Construction Reinspection Fees	\$350.00	\$3,200
Extension/Renewal Fees	\$2,857.27	\$16,395.79
CO's Issued	0	19
CC's Issued	0	0
Temporary CO's Issued	1	6

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#
Dollar Tree	4640 Lake Worth Rd	8924	Interior Renovation	2024-1182
Supertech Comm	5305 Lake Worth Rd		Interior Remodel	2024-1285
5 Pay More or Less	3909 S Jog Rd	2,500	Interior Remodel	2024-1202
Finlay Medical	6803 Lake Worth Rd	1805	Interior Remodel	2024-1237
Gastro Health	6125 Lake Worth Rd	238	Interior Renovation	2024-0874
Dunkin Donut	4644 Lake Worth Rd	2169	Interior Remodel	2024-0471
Chik fil A	6802 Forest Hill Blvd		New Construction	2024-0270
El Car Wash	6200 Lake Worth Rd	3724	Construct Car Wash	2023-2487

5) PROJECTS IN PROGRESS – PRINCIPAL REMODELING/RENOVATION:

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT #
Discount Tire	5990 Lake Worth Rd	1704	Interior Renovation	2024-0536
Aaxon Laundry	3989 S Jog Rd	2633	Interior Renovation	2024-0587
Retro Fitness	4558 Lake Worth Rd	1547	Interior Renovation	2024-0783
Dunkin Donut	6097 Lake Worth Rd	1292	Interior Remodel	2023-2464
Charley's Cheesesteaks	6726 Forest Hill Blvd	1260	Tennant Improvements	2024-0314
Certified Spine	6415 Lake Worth Rd #307	1598	Tennant Improvement	2023-2290
Lisa Dance Studio	3963 S Jog Rd		Interior Remodel	2023-2248
Walmart	3911 Jog Rd	15,000	Interior Remodel	2023-2761

Gyro GR	6852 Forest Hill	1682	Interior Remodel	2023-1965
WSS	6358 Forest Hill	10,168	Interior Remodel	2023-2182
Public Storage	6351 Lake Worth Rd		Interior Remodel	2022-2283
Convenience Store/Laundry	5470 10 th Ave N	1,604 sq.ft.	Interior Remodel – Add Coin Laundry to Convenience Store	2021-1191
Ministries in Bethel	3950 S 57 th Ave	6,939 sq.ft.	House of Worship	2021-0365
Church of God 7 th 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
Single Family	310 Walker Ave	1 S/F	0
Single Family	344 Fleming Ave	1 S/F	0
Single Family	240 Walker Ave	1 S/F	0
Single Family	236 Walker Ave	1/SF	0

Code Enforcement Division

Code Division Report (March 1, 2024 – March 31, 2024)

CODE ENFORCEMENT	DURING THIS PERIOD	FYTD 2023
Inspections Related to Active Code Cases	185	894
New Cases Started	101	329
Cases Complied	39	223
Current Open Cases	250	840
Notices Sent	142	774
Illegal Signs Removed from right-of-way	206	863
Inspections Not Related to Active Code Cases	185	784
Complaints Received and Investigated	27	135
Warning Tickets	188	823

- 3950 S.. 57th – Greenacres Learning Ctr – last inspection passed 2/21/24 for six months – Permit 2023-2376
ROW permit issued 12/1/23
- 3535 S. Jog – Church of Seventh Day – last inspection passed 2/7/24 for six months – Permit 2016-2382
- 6450 Melaleuca Lane – Crown Plaza – permit issued 1/16/24 for six months - Permit 2023-2451
Code Case 4-23-9772
- 4720 Melaleuca – Willow Wood Stables – Code Case 12-23-10103 – Removed large amount of RVs, trailers, vehicles.
Owner working with an attorney on a boat that owner does not answer calls

Code Enforcement - STATS FY 2024

	<u>NOTICES MAILED</u>	<u>SIGNS</u>	<u>INSPECTIONS</u>	<u>COMPLAINTS</u>	<u>WRITTEN WARNINGS</u>
OCTOBER 2023	112	156	189	21	220
NOVEMBER 2023	96	90	87	19	48
DECEMBER 2023	107	85	89	16	62
JANUARY 2024	156	127	207	24	183
FEBRUARY 2024	161	199	150	28	122
MARCH 2024	142	206	185	27	188
APRIL 2024					
MAY 2024					
JUNE 2024					
JULY 2024					
AUGUST 2024					
SEPTEMBER 2024					
	<u>NOTICES</u>				<u>WRITTEN</u>



License Activity Report

Activity Date Range 03/01/24 - 03/31/24
Summary Listing

License Type	Category	Application Received	Application Denied	Application Approved	New License Issued	License Renewed	License Revoked	License Cancelled
General Retail - General Retail	Business	2	0	0	1	3	0	0
General Service - General Service	Business	9	0	0	11	7	0	0
General Svc Reg - General Service Registration	Business	1	0	0	0	0	0	0
Home - Home Based Business	Business	6	0	0	6	1	0	0
Professional - Professional	Business	9	0	0	10	6	0	0
Rental Unit - Rental Unit	Business	2	0	0	6	4	0	0
Grand Totals		29	0	0	34	21	0	0

CITY OF GREENACRES

Licensing Revenue Summary Report

Licensing Revenue Summary Report - Summary

From Date: 03/01/2024 - To Date: 03/31/2024

Charge Code	No. of Billing Transactions	No. of Adjustment Transactions	Billed Amount	Adjustments	Net Billed
License Type: Food Service-Food Service / Bar / Lounge					
Food-Food Service	2	0	\$255.26	\$0.00	\$255.26
Food Per Seat-Food Per Seat	2	0	\$729.12	\$0.00	\$729.12
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 Food Service-Food Service / Bar / Lounge Totals	6	0	\$1,109.38	\$0.00	\$1,109.38
License Type: General Retail-General Retail					
General Retail-General Retail Sq Feet	8	1	\$1,470.94	(\$325.78)	\$1,145.16
Com Inspection-Commercial Inspection	1	0	\$75.00	\$0.00	\$75.00
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
25% Penalty-25% Penalty	1	0	\$40.72	\$0.00	\$40.72
License Type General Retail-General Retail Totals	22	1	\$2,336.66	(\$325.78)	\$2,010.88
License Type: General Service-General Service					
General Service-General Service	8	0	\$929.76	\$0.00	\$929.76
Com Inspection-Commercial Inspection	2	0	\$150.00	\$0.00	\$150.00
Transfer-Transfer	1	0	\$11.62	\$0.00	\$11.62
License Type General Service-General Service Totals	11	0	\$1,091.38	\$0.00	\$1,091.38
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	11	0	\$891.41	\$0.00	\$891.41
Transfer-Transfer	1	0	\$8.14	\$0.00	\$8.14
Collection Fee-Collection Fee	2	0	\$50.00	\$0.00	\$50.00
Delinquent > 150-Delinquent Over 150 Days	3	0	\$159.81	\$0.00	\$159.81
License Type Home-Home Based Business Totals	17	0	\$1,109.36	\$0.00	\$1,109.36
License Type: Professional-Professional					
Cosmetology-Cosmetology / Barber	7	0	\$284.27	\$0.00	\$284.27
Real Estate-Real Estate Broker / Ins Agents	1	0	\$97.65	\$0.00	\$97.65
License Type Professional-Professional Totals	8	0	\$381.92	\$0.00	\$381.92

License Type: Rental Unit-Rental Unit					
Rental Unit-Rental Unit	10		\$359.80	\$0.00	\$359.80
Transfer-Transfer	1		\$4.06	\$0.00	\$4.06
Collection Fee-Collection Fee	4		\$100.00	\$0.00	\$100.00
Delinquent > 150-Delinquent Over 150 Days	4		\$400.00	\$0.00	\$400.00
License Type Rental Unit-Rental Unit Totals	19		\$863.86	\$0.00	\$863.86