



Department Report

MEETING DATE: October 18, 2021

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

SUBJECT: September 1, 2021 through September 30, 2021

Planning & Zoning Division

NEW CASES

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. Postponed to date certain October 25, 2021)

SE-81-03C (4750 Jog Road)

A class I site plan amendment to modify the previously approved color scheme located at 4750 Jog Road.

SP-10-06 (3797S. Military Trail)

A class I site plan amendment for exterior modifications to the building located at 3797 S. Military Trail.

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.

CIE Update (CPA-21-02)

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.

Water Supply Plan (CPA-21-03)

A request by the Planning & Engineering Department to amend the Water Supply Element of the Comprehensive Plan to update in compliance with Palm Beach County and South Florida Water Management Plans.

Property Rights Plan (CPA-21-04)

A request by the Planning & Engineering Department to add a new Property Rights Element to the Comprehensive Plan.

ZTA-21-01

A request by the Planning & Engineering Department to create a new Board, Planning and Zoning Board of Appeals.

ZTA-21-02

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

ZTA-21-03

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.

ZTA-21-04

A request by the Planning & Engineering Department for a zoning text amendment to approved Special Exceptions and Site Plans.

CURRENT PLANNING CASES

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.

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.

Legacy Church Ministries

A request by the applicant for an abandonment (AB-18-01) of a right of way located to the south portion of the parcel located between 400 and 420 Jackson Avenue. (On September 8, 2021 a 30 day warning letter was sent to close the application)

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 scheduled for the Zoning Board of Adjustment & Appeals meeting on July 27, 2021 and was denied) (Resubmittal received on September 13, 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)

SITE PLAN AMENDMENTS

None.

ZONING TEXT AMENDMENTS

ZTA-16-05

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

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.

RESIDENTIAL

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 to be scheduled for City Council.

COMMERCIAL

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 is under construction.

CAPITAL IMPROVEMENTS

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. Review of asbuilts and closeout paperwork in progress.

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.

FY 2021 Data:

Case	Current Period	FY 2021 to Date	FY 2021 Budget
Annexation	0	1	2
Comprehensive Plan Amendment	1	2	5
Zoning Changes	1	2	3
Special Exceptions	0	5	4
Site Plans	0	3	5
Site Plan Amendments	0	7	16
Variances	0	2	4
Zoning Test Amendments	0	0	4

Inspection Type	Current Period	FY 2021 to Date	FY 2021 Budget
Landscaping	1	41	130
Zoning	4	43	121
Engineering	3	77	100

Building Division**1) ADMINISTRATION:**

- a) Researched and completed one hundred and twenty-six (126) lien searches providing permit and code enforcement case information.
- b) Researched and completed twenty-five (25) records request for historical permits.

2) PERMITS/INSPECTIONS:

PERMITS/INSPECTIONS	DURING THIS PERIOD	FYTD 2021
Applications Created	51	942
Applications Approved	58	848
Applications Canceled	6	42
Applications Denied	2	27
Permits Created	226	3138
Permits Issued	332	3851
Permits Completed	270	2804
Permits Canceled	13	92
Inspections Performed	793	8546
Construction Value of Permits Issued	1,319,144	16,735,352
Construction Reinspection Fees	\$350.00	\$4,650.00
CO's Issued		9
CC's Issued		7
Temporary CO's Issued		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#
Luna Cafe	2930 S Jog Rd	1,520 sq.ft.	Interior Remodel – Convert office space into Restaurant	2021-2464
Majestic Aesthetics	5315 Lake Worth Rd	1,406 sq.ft.	Interior Remodel	2021-3339
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

5) PROJECTS IN PROGRESS – PRINCIPAL REMODELING/RENOVATION:

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT #
Convenience Store/Laundry	5470 10 th Ave N	1,604 sq.ft.	Interior Remodel – Add Coin Laundry to Convenience Store	2021-1191
Conviva Care Center	6766 Forest Hill Blvd	6,715 sq.ft.	Interior Remodel of Existing Space	
Ministries in Bethel	3950 S 57 th Ave	6,939 sq.ft.	House of Workship	2021-0365
Kids College (Phase 2)	1091 S Jog Rd	2,530	Construct One Story, 2 nd 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
CSL Plasma Center	3961 S Jog Rd Unit B1	9,830 sq.ft.	Interior Remodel – Convert former Peter Piper Pizza into Blood Plasma Collection Facility	2021-1259
Five Below	6826 Forest Hill Blvd	9,368 sq. ft.	Interior Remodel for New Retail Store	2021-1546
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 Worship	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 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
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	193	2265
New Cases Started	82	676
Cases Complied	29	509
Current Open Cases	260	260

Fines Collected		
Notices Sent	190	2335
Illegal Signs Removed from right-of-ways	158	2295
Inspections Not Related to Active Code Cases	94	1038
Complaints Received and Investigated	38	310
Warning Tickets	123	522



License Activity Report

Activity Date Range 09/01/21 - 09/30/21

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	21	0	0
Cont Office - Contractor Office	Business	0	0	0	0	4	0	0
Contractor Reg - Contractor Registration	Business	20	0	0	20	34	0	0
Exemptions - Exemptions / Non-Profit	Business	0	0	0	0	91	0	0
Food Service - Food Service / Bar / Lounge	Business	0	0	0	0	73	0	0
General Retail - General Retail	Business	0	0	0	0	103	0	0
General Service - General Service	Business	3	0	0	5	215	0	0
General Svc Reg - General Service Registration	Business	1	0	0	2	5	0	0
Home - Home Based Business	Business	2	0	0	4	221	0	0
Industrial - Industrial	Business	0	0	0	0	2	0	0
Insurance Co - Insurance Sales Company	Business	11	0	0	11	21	0	0
Professional - Professional	Business	3	0	0	0	140	0	0
Rental Office - Rental Office	Business	0	0	0	0	8	0	0
Rental Unit - Rental Unit	Business	0	0	0	0	68	0	0
Storage/WH Units - Storage / Warehouse Units	Business	0	0	0	0	2	0	0
Grand Totals		40	0	0	42	1008	0	0

CITY OF GREENACRES
Licensing Revenue Summary Report
 Licensing Revenue Summary Report - Summary
 From Date: 09/01/2021 - To Date: 09/30/2021

Charge Code	No. of Billing Transactions	No. of Adjustment Transactions	Billed Amount	Adjustments	Net Billed
License Type: Amusement-Amusement & Entertainment					
Amusement Sq Ft-Amusement Square Feet	4	0	\$2,637.22	\$0.00	\$2,637.22
Vending Machine-Amuse/ Vending / Coin Operated	10	0	\$4,362.54	\$0.00	\$4,362.54
Food-Food Service	1	0	\$121.55	\$0.00	\$121.55
Food Per Seat-Food Per Seat	1	0	\$334.53	\$0.00	\$334.53
License Type Amusement-Amusement & Entertainment Totals	16	0	\$7,455.84	\$0.00	\$7,455.84
License Type: Cont Office-Contractor Office					
Cont Office-Contractor Office	1	0	\$116.22	\$0.00	\$116.22
License Type Cont Office-Contractor Office Totals	1	0	\$116.22	\$0.00	\$116.22
License Type: Food Service-Food Service / Bar / Lounge					
Food-Food Service	31	0	\$3,768.05	\$0.00	\$3,768.05
Food Per Seat-Food Per Seat	27	0	\$8,193.92	\$0.00	\$8,193.92
Vending Machine-Amuse/ Vending / Coin Operated	2	0	\$495.04	\$0.00	\$495.04
License Type Food Service-Food Service / Bar / Lounge Totals	60	0	\$12,457.01	\$0.00	\$12,457.01
License Type: General Retail-General Retail					
General Retail-General Retail Sq Feet	49	0	\$19,933.54	\$0.00	\$19,933.54
Vending Machine-Amuse/ Vending / Coin Operated	2	0	\$123.76	\$0.00	\$123.76
General Service-General Service	5	0	\$553.45	\$0.00	\$553.45
Food Service-Food Service	2	0	\$243.10	\$0.00	\$243.10
Food Svc/Seating-Food Svc/Seating	2	0	\$173.46	\$0.00	\$173.46
License Type General Retail-General Retail Totals	60	0	\$21,027.31	\$0.00	\$21,027.31
License Type: General Service-General Service					
General Service-General Service	120	0	\$13,227.46	\$0.00	\$13,227.46
Vending Machine-Amuse/ Vending / Coin Operated	1	0	\$309.40	\$0.00	\$309.40
Collection Fee-Collection Fee	1	0	\$25.00	\$0.00	\$25.00
Cosmetology-Cosmetology / Barber	11	0	\$425.48	\$0.00	\$425.48

CITY OF GREENACRES
Licensing Revenue Summary Report
 Licensing Revenue Summary Report - Summary
 From Date: 09/01/2021 - To Date: 09/30/2021

Charge Code	No. of Billing Transactions	No. of Adjustment Transactions	Billed Amount	Adjustments	Net Billed
License Type General Service-General Service Totals	133	0	\$13,987.34	\$0.00	\$13,987.34
License Type: General Svc Reg-General Service Registration					
General Svc Reg-General Service Registration	5	0	\$125.00	\$0.00	\$125.00
License Type General Svc Reg-General Service Registration Totals	5	0	\$125.00	\$0.00	\$125.00
License Type: Home-Home Based Business					
Home-Home Based Business	155	0	\$11,777.86	\$0.00	\$11,777.86
Collection Fee-Collection Fee	3	0	\$75.00	\$0.00	\$75.00
Delinquent >150-Delinquent Over 150 Days	2	0	\$200.00	\$0.00	\$200.00
License Type Home-Home Based Business Totals	160	0	\$12,052.86	\$0.00	\$12,052.86
License Type: Insurance Co-Insurance Sales Company					
Insurance Reg-Insurance Registration	78	0	\$9,064.94	\$0.00	\$9,064.94
License Type Insurance Co-Insurance Sales Company Totals	78	0	\$9,064.94	\$0.00	\$9,064.94
License Type: Professional-Professional					
Professional-Professional	36	0	\$4,125.86	\$0.00	\$4,125.86
Cosmetology-Cosmetology / Barber	27	0	\$1,044.36	\$0.00	\$1,044.36
Real Estate-Real Estate Broker / Ins Agents	6	0	\$558.00	\$0.00	\$558.00
Com Inspection-Commercial Inspection	2	0	\$138.00	\$0.00	\$138.00
Transfer-Transfer	1	0	\$11.62	\$0.00	\$11.62
General Service-General Service	22	0	\$2,435.18	\$0.00	\$2,435.18
License Type Professional-Professional Totals	94	0	\$8,313.02	\$0.00	\$8,313.02
License Type: Rental Office-Rental Office					
Rental Office-Rental Office	5	0	\$775.65	\$0.00	\$775.65
License Type Rental Office-Rental Office Totals	5	0	\$775.65	\$0.00	\$775.65
License Type: Rental Unit-Rental Unit					
Rental Unit-Rental Unit	135	0	\$15,123.42	\$0.00	\$15,123.42
Collection Fee-Collection Fee	1	0	\$25.00	\$0.00	\$25.00

CITY OF GREENACRES
Licensing Revenue Summary Report

Licensing Revenue Summary Report - Summary

From Date: 09/01/2021 - To Date: 09/30/2021

Charge Code	No. of Billing Transactions	No. of Adjustment Transactions	Billed Amount	Adjustments	Net Billed
Delinquent >150-Delinquent Over 150 Days	1	0	\$100.00	\$0.00	\$100.00
License Type Rental Unit-Rental Unit Totals	137	0	\$15,248.42	\$0.00	\$15,248.42
License Type: Storage/WH Units-Storage / Warehouse Units					
Storage/WH Units-Storage / Warehouse Units	2	0	\$562.27	\$0.00	\$562.27
License Type Storage/WH Units-Storage / Warehouse Units Totals	2	0	\$562.27	\$0.00	\$562.27