



## Department Report

**MEETING DATE:** July 15, 2024

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

**SUBJECT:** June 1, 2024, through June 30, 2024

## Development & Neighborhood Services Department

### Planning, GIS & Engineering Division

#### NEW CASES

##### **Ice Cream La Bendicion Building - 560 Jackson Avenue - (SP-24-04)**

A request for a Site and Development Plan (SP-24-04) to construct an 882 sq ft two story building with ice cream/raspado shop on the ground floor and a single unit living quarters on the second floor.

##### **ZTA-24-08: Electric Substation**

A City-initiated request for a Zoning Text Amendment regarding electric substation provisions. (Scheduled for PZBA meeting on July 11, 2024.)

##### **ZTA-24-09: Art in Public Places**

A City-initiated request for a Zoning Text Amendment to provide for further standards and the use of the City Art Fund. (Scheduled for PZBA meeting on July 11, 2024.)

##### **Woodlake Plaza – 5815 Lake Worth Road – (PCD-84-02DD)**

A request for a Site and Development Plan Amendment (PCD-84-02DD) to change color awning.

#### CURRENT PLANNING CASES

##### **3067 S. Jog Road (SP-24-02)**

A request for a Site and Development Plan 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 applicant's resubmittal)

##### **Perry Office - 3130 Perry Avenue (SP-22-03) and (BA-23-03)**

A request for 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 10<sup>th</sup> 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)

**Astoria Townhomes – 6240 Dodd Road and adjacent vacant parcel (CPA-23-04), (ZC-23-02), (SP-23-06), (BA-23-07), and (MSP-24-02)**

A request for a Future Land Use map amendment (CPA-23-04) from Residential Medium Density and Commercial to Residential High Density; a Rezoning (ZC-23-02) from Residential Medium Density and Commercial General to Residential High Density; Site and Development Plan (SP-23-06) to construct 60 townhomes in a 6, 7 and 8 unit building; and Variances (BA-23-07) from the minimum side setback of 20 ft. between end units and to the maximum number of 6 units per building and a Master Sign Plan (MSP-24-02) for townhome development. (Resubmittal received on June 21, 2024 under staff review)

**Bethesda Tabernacle – 4901 Lake Worth Road (SP-99-04C) and (SE-23-01)**

A request for a Site and Development Plan (SP-99-04C) approval 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. (Resubmittal to July 13, 2023, DRC comments received on March 15, 2024. Staff comments were sent, and meeting was held on May 3, 2024; pending resubmittal.)

**C&C Legacy Plaza – 3494 S. Jog Road (SP-24-01), (BA-24-01) and (MSP-24-03)**

A request for a 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; a Variance (BA-24-01) from the landscape code requirements for a one-story office building and a two-story townhouse building with three townhouses and a Master Sign Plan (MSP-24-03) and a Plat application for the site and development plan. (Resubmittal received on June 27, 2024, under staff review)

**Church in the Palms – 3812 S. Jog Road (SE-24-01)**

A request for a Special Exception for a private school (Palm Beach Christian) in a commercial zoning district. (Sufficiency letter sent June 10, 2024, to applicant)

**City Initiated Chickasaw and Wry Roads Annexations (ANX-22-02)**

Annexation 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).

**Lake Worth Plaza West Master Sign Plan (6404 Lake Worth Road) (MSP-24-01)**

A request for a Master Sign Plan for Lake Worth Plaza West.

**Garden Square – 6645 Chickasaw Road (SP-23-03)**

A request for a Site and Development Plan 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 (SP-22-05A), (SE-22-04) and (BA-22-01)**

A request for a Major Site Plan Amendment (SP-22-05A) and a Special Exception (SE-22-04) to allow a house of worship within an existing building located within the Commercial Intensive zoning district, and a Variance (BA-22-01) to allow for a reduction in the front and rear landscape buffers. (Awaiting receipt of applicant's response to the DRC comments resubmittal, provided on June 1, 2024.)

**Murphys USA Greenacres – 6270 Forest Hill Boulevard (SE-23-05), (BA-23-08) and (SP-23-07)**

A request for a Special Exception (SE-23-05) for a proposed convenience store and gasoline service station within the Commercial Intensive zoning district, a Variance (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. (Awaiting receipt of applicant's response to the DRC comments resubmittal, provided on May 30, 2024.)

**Office Depot Plaza (Aloha Shopping Center) Retro Fitness – 4558 Lake Worth Road (SP-16-03B) and (MSP-24-04)**

A request for a Minor Site and Development Plan Amendment (SP-16-03B) to change the exterior façade of the leased area for Retro Fitness premises only and a Master Sign Plan (MSP-24-04) for the Aloha Shopping Center. (Awaiting receipt of applicant's response to DRC comments provided on June 24, 2024.)

**Orchid Cove – 1105 S. Jog Road (SP-23-01) and (BA-23-04)**

A request for a Site and Development Plan (SP-23-01) approval of a twelve duplex unit development, an Administrative Variance (BA-23-04) for a 5' reduction from the required rear and side street setbacks. (Awaiting receipt of applicant's response to DRC comments provided on June 7, 2024.)

**Pentecostal Tabernacle – 6030 Lake Worth Road (BA-23-05)**

A request for a Variance to allow for a fence to be located within the front yard of the Church. (Resubmittal received on June 11, 2024, scheduled for July 18, 2024 DRC Meeting.)

**Soma Medical – 3581 S. Jog Road (SP-23-04)**

A request for a Site and Development Plan to construct a 10,357 sq.ft. medical office building. (Resubmittal received on June 18, 2024 under staff review)

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**SITE PLAN AMENDMENTS**

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**Ministries in Bethel – 3950 S. 57<sup>th</sup> Avenue (SP-84-12E)**

A request for a Minor Site and Development Plan Amendment to relocate parking spaces.

**Potentia Academy – 4784 Melaleuca Lane (SP-11-01D)**

A request for a Minor Site and Development Plan Amendment to add a portable 1,269 sq. ft. classroom. (May 26, 2023, meeting with applicant. Awaiting receipt of remaining fees for Major Site plan amendment and applicant response).

**Trafalgar Square – 6358 Forest Hill Blvd – WSS (PCD-83-01J)**

A request for a Minor Site and Development Plan Amendment to change the exterior paint colors of the leased area for the WSS premises only. (Resubmittal received May 28, 2024, and approved on June 28, 2024.)

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**ZONING TEXT AMENDMENTS**

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**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. Recommended for approval by Planning and Zoning Board of Appeals (PZBA) on April 11, 2024. Scheduled for City Council Meetings for 1<sup>st</sup> reading on August 5, 2024, and 2<sup>nd</sup> Reading on August 19, 2024.

**ZTA-24-07 Parking Regulations**

A City-initiated request for a Zoning Text Amendment pertaining to modifications of ARTICLE VIII. – Off-Street Parking and Loading Regulations. Recommended for approval by Planning and Zoning Board of Appeals (PZBA) on May 9, 2024. Scheduled for City Council Meetings for 1<sup>st</sup> reading on August 5, 2024, and 2<sup>nd</sup> Reading on August 19, 2024.

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**RESIDENTIAL DEVELOPMENT PROJECTS**

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**Catalina Estates**

Approved for 20 single family units. Final inspections have been completed. Approved Maintenance Bond in place until July 2024.

**Ranchette Road Townhomes**

Approved for 74 Townhomes. 73 Certificate of Completion issued to date. Traffic Control Jurisdiction Agreement (TCJA) approved. Approved Construction 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. Engineering application received April 26, 2024, awaiting receipt of consulting engineer’s comments.)

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## NON-RESIDENTIAL DEVELOPMENT PROJECTS

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### **Church of God 7<sup>th</sup> Day of Palm Beach – 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. Numerous meetings have been held with Building Official and Consultant Engineer as well as DNS staff. Code Enforcement provided a time certain of July 19, 2024, 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 continue to monitor for compliance.)

Applicant requested for a Site and Development 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).

### **Chick Fil A (within River Bridge Center) (SP-85-12RR)**

The Building Permit has been applied for. Awaiting receipt of Engineering Permit application 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. Preconstruction meeting held on May 16, 2024. Letter of credit received for civil work which expires February 28, 2025

### **EI Car Wash (6200 Lake Worth Road) (SP-22-02B)**

The Engineering Permit was issued on April 26, 2024. Preconstruction meeting held on April 26, 2024. Letter of credit received for civil work which expires February 28, 2025.

### **Mint Eco Car Wash (4840 Lake Worth Road) (SP-22-04A)**

The Engineering Permit was applied in December 2023. Comments were provided on March 12, 2024. Awaiting applicant's response to comments including posting bond.

### **The Pickleball Club (FKA Palm Beach Christian Academy) (5200 S Haverhill Road) (SP-23-05)**

Application for the Pickleball Club was received on 11/20/2023. The Special Exception and Site and Development Plans were approved by City Council on February 5, 2024, and Administrative Variance approved on February 26, 2024. Property is currently under contract with The Pickleball Club.

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## GIS

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### **Damage Assessment Training**

DNS participated in the countywide Annual Hurricane Exercise for damage assessment training in preparation for Hurricane Season. DNS will continue attending ongoing weekly meetings.

## **GIS Database Organization**

Implementing a clear, organized hierarchy that separates different stages of data management and processing. This structure is designed to ensure easy access for all departments, enhance collaboration, and streamline maintenance.

## **BTR/Fire/Finance Fees Map/Database**

Complete the map of all active/inactive BTR licenses. 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.

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## **TEMPORARY USE PERMITS**

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### **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 applicant’s response.

### **TU-2024-1307 – West Pines Baptist Church – 4906 Melaleuca Lane – In Process**

A temporary use permit request for two signs for the Soccer Camp for June 10 to June 14, 2024, Monday to Friday from 6:30 pm to 8:00 pm. (4/2/24 - Contacted applicant via email and noted request is not currently allowed by Code indicated bulletin board sign option. Awaiting applicant response.)

### **TU-2024-1308 – West Pines Baptist Church – 4906 Melaleuca Lane – In Process**

A temporary use permit request for two signs for the Soccer Camp for June 24 to June 28, 2024, Monday to Friday from 6:30 pm to 8:00 pm. (4/2/24 - Contacted applicant via email and noted request is not currently allowed by Code indicated bulletin board sign option. Awaiting applicant response)

### **TU-2024-1528 – Charley Cheesesteaks - 6726 Forest Hill Blvd - Approved**

A temporary use permit request for a Grand opening and building banner sign for May 31, 2024.

### **TU 2024-1670 – Total by Verizon - 6081 Lake Worth Road – Approved**

A request by Ricky Torres of ASG Sign, for a temporary use permit for a banner sign with business name for 20 days, while permanent wall sign is approved through Building Permit and a Master Sign Plan is reviewed and approved, at 6081 Lake Worth Road.

### **TU 2024-1723 – Greenacres Bowl – 6126 Lake Worth Road – Approved**

A request by Gator Bowling, for a temporary use permit to allow for a mobile mini storage container and a waste management dumpster at their parking lot for POS System and Furniture Upgrade project until June 25, 2024, at 6126 Lake Worth Road. Pursuant to City of Greenacres Code, the maximum allowed time for this type of TUP request is 30 days since it is not tied to a

building permit. The subject site shall be returned to its original condition immediately upon removal of the trailers and/or expiration of this Temporary Use Permit.

**FY 2024 Data:**

<b>Case Approvals</b>	<b>Current Period</b>	<b>FY 2024 to Date</b>	<b>FY 2024 Budget*</b>
Annexation	0	3	2
Comprehensive Plan Amendment	0	3	3
Zoning Changes	0	3	3
Special Exceptions	0	2	4
Site Plans	0	2	5
Site Plan Amendments	0	5	10
Variances	0	2	3
Zoning Text Amendments	0	6	3

<b>Inspection Type</b>	<b>Current Period</b>	<b>FY 2024 to Date</b>	<b>FY 2024 Budget</b>
Landscaping	3	42	80
Zoning	1	23	45
Engineering	4	35	75

\* Assumes progress of proposed Developments such that inspections are requested.

# Building Division

## Building Department Report (June 1, 2024 – June 30, 2024)

### 1) ADMINISTRATION:

- a) Researched and completed Eighty-Nine (89) lien searches providing open and/or expired permit information.
- b) Researched and completed twenty-nine (35) records requests for historical permits.

### 2) PERMITS/INSPECTIONS:

PERMITS/INSPECTIONS	DURING THIS PERIOD	FYTD 2024
New Applications Received / Permits Created	197	2,059
Applications Approved	103	1,222
Applications Canceled	4	50
Applications Denied	2	18
Applications Reopened	1	16
Permits Issued	210	1,973
Permits Completed	192	1,712
Permits Canceled	4	70
Permits Reopened	59	401
Permits Expired	11	290
Inspections Performed	360	4,012
Construction Value of Permits Issued	\$4,755,059.20	\$24,533,262.94
Construction Reinspection Fees	\$850.00	\$4,800
Extension/Renewal Fees	\$2,711.26	\$23,445.16
CO's Issued	2	37
CC's Issued	0	0
Temporary CO's Issued	1	7

### 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#
H&R Block	6754 Forest Hill Blvd	1680	Interior Remodel	2024-1950
Supertech Comm	5305 Lake Worth Rd		Interior Remodel	2024-1285
Dunkin Donut	4644 Lake Worth Rd	2169	Interior Remodel	2024-0471

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

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT #
El Car Wash	6200 Lake Worth Rd	3724	Construct Car Wash	2023-2487
Chik fil A	6802 Forest Hill Blvd		New Construction	2024-0270
Dollar Tree	4640 Lake Worth Rd	8924	Interior Renovation	2024-1182
Gastro Health	6125 Lake Worth Rd	238	Interior Renovation	2024-0874
Finlay Medical	6803 Lake Worth Rd	1805	Interior Remodel	2024-1237
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
Certified Spine	6415 Lake Worth Rd #307	1598	Tennant Improvement	2023-2290
Walmart	3911 Jog Rd	15,000	Interior Remodel	2023-2761
Gyro GR	6852 Forest Hill	1682	Interior Remodel	2023-1965
Public Storage	6351 Lake Worth Rd		Interior Remodel	2022-2283
Ministries in Bethel	3950 S 57 <sup>th</sup> Ave	6,939 sq.ft.	House of Workship	2021-0365
Church of God 7 <sup>th</sup> Day	3535 S Jog Rd	11,500 sq. ft.	New Church	2016-2382



# License Activity Report

Activity Date Range 06/01/24 - 06/30/24

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	0	0	0	1	0	0	0
Contractor Reg - Contractor Registration	Business	33	0	0	21	1	0	0
Food Service - Food Service / Bar / Lounge	Business	0	0	0	0	1	0	0
General Retail - General Retail	Business	0	0	0	0	2	0	0
General Service - General Service	Business	9	0	0	7	1	0	0
General Svc Reg - General Service Registration	Business	1	0	0	1	0	0	0
Home - Home Based Business	Business	2	0	0	2	0	0	0
Professional - Professional	Business	11	0	0	13	1	0	0
Rental Unit - Rental Unit	Business	8	0	0	7	0	0	0
<b>Grand Totals</b>		<b>64</b>	<b>0</b>	<b>0</b>	<b>52</b>	<b>6</b>	<b>0</b>	<b>0</b>

CITY OF GREENACRES

# Licensing Revenue Summary Report

## Licensing Revenue Summary Report - Summary

From Date: 06/01/2024 - To Date: 06/30/2024

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	4	0	\$267.26	\$0.00	\$267.26
Food Per Seat-Food Per Seat	2	0	\$1,137.08	\$0.00	\$1,137.08
Com Inspection-Commercial Inspection	2	0	\$138.00	\$0.00	\$138.00
Transfer-Transfer	2	0	\$44.00	\$0.00	\$44.00
Collection Fee-Collection Fee	2	0	\$50.00	\$0.00	\$50.00
Delinquent > 150-Delinquent Over 150 Days	2	0	\$200.00	\$0.00	\$200.00
License Type Food Service-Food Service / Bar / Lounge Totals	14	0	\$1,836.34	\$0.00	\$1,836.34
License Type: General Retail-General Retail					
General Retail-General Retail Sq Feet	1	0	\$162.89	\$0.00	\$162.89
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 General Retail-General Retail Totals	3	0	\$287.89	\$0.00	\$287.89
License Type: General Service-General Service					
General Service-General Service	11	1	\$755.43	(\$116.22)	\$639.21
Com Inspection-Commercial Inspection	6	1	\$375.00	(\$69.00)	\$306.00
Transfer-Transfer	1	0	\$11.62	\$0.00	\$11.62
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 General Service-General Service Totals	20	2	\$1,267.05	(\$185.22)	\$1,081.83
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	2	0	\$81.40	\$0.00	\$81.40
License Type Home-Home Based Business Totals	2	0	\$81.40	\$0.00	\$81.40
License Type: Professional-Professional					
Professional-Professional	3	0	\$244.07	\$0.00	\$244.07
Prof by Quantity-Professional by quantity	1	0	\$61.02	\$0.00	\$61.02
Cosmetology-Cosmetology / Barber	7	0	\$142.17	\$0.00	\$142.17
Real Estate-Real Estate Broker / Ins Agents	3	0	\$283.65	\$0.00	\$283.65
Transfer-Transfer	1	0	\$4.06	\$0.00	\$4.06

# Code Enforcement Division

## Code Division Report (June 1, 2024 – June 30, 2024)

CODE ENFORCEMENT	DURING THIS PERIOD	FYTD 2023
Inspections Related to Active Code Cases	255	1,609
New Cases Started	85	589
Cases Complied	93	460
Current Open Cases	249	1,603
Notices Sent	158	1,216
Illegal Signs Removed from right-of-way	168	1,429
Inspections Not Related to Active Code Cases	255	1,499
Complaints Received and Investigated	27	198
Warning Tickets	88	1,253

- 3950 S.. 57<sup>th</sup> – Greenacres Learning Ctr — Permit 2023-2376 RPW completed 4/10/2024.
- 3535 S. Jog – Church of Seventh Day – last inspection passed 2/7/24– Permit 2016-2382. On 8/8 if no inspections, will send to NOV – Code Case 6-24-10510..
- 6450 Melaleuca Lane – Crown Plaza – permit issued 1/16/24 # Permit 2023-2451. Code case 4-23-9772. If no inspections by 7/18 will send to hearing (Church Renos)
- 4720 Melaleuca – Willow Wood Stables – Code Case 12-23-10103 – (excessive RVs, vehicles, trailers) sent to hearing 7/24/24
- 3091 S. Jog Rd – Greenacres Farmers Market – Code Case 4-24-10300 – applied for bathroom permit. 2024-1631. Waiting for comments to be answered the building official sent.

# 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	156	200	227	19	206
MAY 2024	132	198	233	17	136
JUNE 2024	158	168	255	27	88
JULY 2024					
AUGUST 2024					
SEPTEMBER 2024					