



Department Report

MEETING DATE: March 7, 2022

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

SUBJECT: February 1, 2022 through February 28, 2022

Development & Neighborhood Services

Planning & Engineering

NEW CASES

Ministries in Bethel

A request by the owner for a class I site plan amendment (SP-84-12D) to modify the elevations. The site is located at 3950 S. 57th Avenue. (Scheduled for DRC meetings February 10, 2022 and February 17, 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 Planning Zoning Board of Appeals meeting on February 24, 2022)

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)

CURRENT PLANNING 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 the Planning and Zoning Board of Appeals meeting on March 10, 2022)

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. (Scheduled for Planning Zoning Board of Appeals meeting on February 24, 2022)

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. . (Awaiting receipt of traffic study)

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. (Staff 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.

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. (The site plan is scheduled for the Planning Zoning Board of Appeals meeting on February 24, 2022. The variance was determined not to be required and has been administratively withdrawn on February 9, 2022.)

SITE PLAN AMENDMENTS

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 January 20, 2022)

RiverBridge Centre

A request by the owner for a class I site plan amendment (SP-85-12SS) for add a USPS drop box to the previously approved site plan. The site is located at 6714 Forest Hill Blvd. (The application has been withdrawn at the applicant's request on February 8, 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)

West Pines Baptist Church

A request by the property owner for a class III site plan amendment (SP-03-17C) to add a 1,150 sq. ft. modular unit. The site is located at 4906 Melaleuca Lane. (Distributed to City Council and Planning and Zoning Board of Appeals on February 28, 2022 per Section 16-214 will be deemed approved on March 9, 2022 with no objections.)

ZONING TEXT AMENDMENTS

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 Planning Commission meeting on November 17, 2021) (Scheduled for first reading at City Council on February 7, 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. (Scheduled for first reading at City Council on February 7, 2022)

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 the Planning and Zoning Board of Appeals meeting on March 10, 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.

RESIDENTIAL PERMITS

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.

COMMERCIAL PERMITS

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.

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.

CAPITAL IMPROVEMENTS

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 scheduled for February 10, 2022 with bid opening scheduled on March 2, 2022 at 3pm.

FY 2022 Data:

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

Inspection Type	Current Period	FY 2021 to Date	FY 2021 Budget
Landscaping	10	23	130
Zoning	6	14	121
Engineering	9	58	100

Building Division

1) ADMINISTRATION:

- a) Researched and completed one hundred and fifty-one (151) lien searches providing permit and code enforcement case information.
- b) Researched and completed sixty-eight (68) records request for historical permits.
- c) An on-site pre-construction meeting was held for Pulte Homes new townhouse development project located off of Ranchette Rd. The contractors and sub-contractors were all present to discuss various city policies and process such as the city inspection process, construction activity hours required state stormwater discharge requirements for construction activity. All parties discussed expectations and collectively developed the project plan to assure the project goes as smoothly as possible.

2) PERMITS/INSPECTIONS:

PERMITS/INSPECTIONS	DURING THIS PERIOD	FYTD 2021
New Applications Received / Permits Created	272	1,597
Applications Approved	58	331
Applications Canceled	1	14
Applications Denied	1	46
Applications Reopened	2	16
Permits Issued	262	1,522
Permits Completed	156	1,192

Permits Canceled	6	37
Permits Reopened	9	41
Permits Expired	2	6
Inspections Performed	509	3255
Construction Value of Permits Issued	\$5,012,643.77	\$18,041,757.38
Construction Reinspection Fees	\$250.00	\$1,750.00
CO's Issued	0	3
CC's Issued	2	11
Temporary CO's Issued	0	0

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

ACTION	DURING THIS PERIOD	FYTD 2021
BTR Inspections Performed	15	89

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
Catayu Baking	3797 S Military Trail		Convert former Carolina Furniture store into Factory for Bakery with Business Use	2021-3806
Palm Beach Christian Academy	5208 S Haverhill Rd	4,250	Construct two new classroom buildings & one bathroom building	2021-3230
Luna Café (Waiting for a Contractor)	2930 S Jog Rd	1,520 sq.ft.	Interior Remodel – Convert office space into Restaurant	2021-2464

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 #
Eagle Grill	4624 Lake Worth Rd	1,100	Remodel New Kitchen & Accessible Restroom	2021-4016
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 Workshop	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
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 Workshop	2020-2095
Mission of Grace	6200 Lake Worth Rd		Interior Demo of Former Steak N Shake	2020-1748
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
Ranchette Townhomes	1093 Ranchette Rd / Common Area	74 T/H	
Catalina Estates	4500 Catalina Way / Common Area	20 S/F	

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	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	165	3232
New Cases Started	59	960
Cases Complied	50	745
Current Open Cases	246	1560
Notices Sent	111	3156
Illegal Signs Removed from right-of-ways	231	3094
Inspections Not Related to Active Code Cases	84	1479
Complaints Received and Investigated	17	415
Warning Tickets	155	924