

**CITY OF GREENACRES  
INTEROFFICE MEMORANDUM  
2021.08EB3.001**

**TO:** Andrea McCue, City Manager  
**FROM:** Kara L. Irwin-Ferris, AICP, Planning and Engineering Director *KLF*  
**SUBJECT:** **Planning and Engineering Department Report**  
**DATE:** August 6, 2021

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Listed below are the items currently under review by the Planning and Engineering Department for the reporting period July 1, 2021 through June 31, 2021.

**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 review on August 12, 2021)

**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.

**CIE Update (CPA-20-01)**

A request by the Planning & Engineering Department to amend the Capital Improvement Element of the Comprehensive Plan to reflect the City's revised

Capital Improvement Program, the County's revised 5-Year Road Plan, the Palm Beach County Water Utilities Department's updated Water Supply Work Plan, and the latest Capital Improvement Plan of the School District of Palm Beach County. (On hold – Will be scheduled for first reading at the City Council)

**CPA-20-02**

A request by the Planning & Engineering Department to amend the Infrastructure Element of the Comprehensive Plan to update the City's Water Supply Plan. (On hold – Will be scheduled for first reading at the City Council)

**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. (Staff review of submittal)

**Martin Avenue Residential**

A request by the applicant for a land use change (CPA-20-01) from Mixed Use to Residential Low Density and a zoning change (ZC-20-01) from Mixed Use Original Section to Residential Low Density-3 for a vacant parcel located on Martin Avenue. (No action taken at the Planning Commission meeting held on July 21, 2021, as there was not a quorum. Scheduled for the August 18, 2021 Planning Commission meeting)

**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 the variances were denied)

**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 July 9, 2021)

## **Site Plan Amendments**

None.

## **Zoning Text Amendment**

### **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**

### **Las Ramblas**

The Plat was approved at the February 6, 2017 City Council meeting. Pre-construction meeting was held on April 19, 2017. The site has been cleared and is currently under construction. Thirteen homes have been CO'd and the final CO is being held for final close-out of the project and acceptance of a public road. The City is considering the approval of a Bond reduction for the project to the 10% Maintenance Bond.

### **Pine Grove Farm**

Except for 2 vacant lots, all work has been completed. Permit applications for the final two lots have been submitted and are under review.

### **Reserve at Summit**

Plat for this 73-unit single-family residential development was approved at the July 6, 2015 City Council meeting. Construction of homes is completed in the subdivision and 100% of the Certificates of Occupancy have been issued. The Recreation parcel has been completed. Staff has notified the developer that a close-out package is required to reduce the bond. Maintenance bond returned to developer on December 20, 2019. The project is ready for close-out.

### **Whitney Park (aka Bowman Pines)**

The Plat was approved by City Council on December 5, 2016. All 24 homes have been completed and a maintenance bond to 10% has been received on March 30, 2018 and will be held until March 30, 2019. A final inspection has been completed.

Traffic Control Agreement approved on June 1, 2019, maintenance bond returned and file to be closed out.

## **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

### **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.

### **Greenacres Nissan**

Developer closed on purchase of the property on October 21, 2015. Plat approved on May 16, 2016 and engineering permit issued immediately thereafter. Building permit issued July 7, 2016. Site and building construction completed. Temporary Certificate of Occupancy was issued by the Building Official. Zoning and Landscape inspections passed. Engineering review finalized received signed and sealed as-builts and outside agency acceptance letters. A final Certificate of Occupancy was issued and project file is to be closed.

### **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. On July 7, 2021 second payment request received and processed.

**FY 2021 Data:**

<b>Case</b>	<b>Current Period</b>	<b>FY 2021 to Date</b>	<b>FY 2021 Budget</b>
Annexation	0	1	2
Comprehensive Plan Amendment	0	1	5
Zoning Changes	0	1	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

<b>Inspection Type</b>	<b>Current Period</b>	<b>FY 2021 to Date</b>	<b>FY 2021 Budget</b>
Landscaping	2	31	130
Zoning	2	36	121
Engineering	9	68	100