

**MINUTES
DEVELOPMENT SERVICES MANAGEMENT GROUP
CITY OF DELRAY BEACH**

MEETING DATE: March 26, 2026

MEETING PLACE: City Hall 1st Floor Conference Room

CALL TO ORDER

The meeting was called to order by Anthea Gianniotis, Chair, at 2:00 PM.

1. ROLL CALL

A quorum was present.

Members present: Anthea Gianniotis, Chair; Steve Tobias, Vice Chair, Ronald Martin, Hassan Hadjimiry, Samuel Metott, Cynthia Buisson, Hannes Schoeferie, Missie Barletto, and Jeri Pryor.

Absent: None

Staff Present: Daniela Vega, Assistant City Attorney; Charlie Landstrom, Planner; Jen Buce, Planner; Allie Behrman, Special Events Manager, Diane Miller, Board Secretary

2. APPROVAL OF AGENDA

Motion to APPROVE March 26, 2026, agenda made by Samuel Metott and seconded by Hannes Schoeferie.

MOTION CARRIED 9-0

3. MINUTES

Motion to APPROVE the Minutes for September 25, 2025 & November 13, 2025, was made by Missie Barletto and seconded by Cynthia Buisson.

MOTION CARRIED 9-0

4. CONSENT AGENDA

- A. Approval of the non-impact event known as “28th Downtown Delray Beach Memorial Day Weekend Craft Festival on 4th” to be held on May 23-24, 2026, at NE 4th Avenue from East Atlantic Avenue to NE 2nd Street; and to authorize the Special Events Manager to take all actions necessary to effectuate the special event permit.

- B.** Approval of the non-impact event known as “31st Annual Downtown Delray Beach Art Festival on 4th” to be held on September 26-27, 2026, at NE 4th Avenue from East Atlantic Avenue to NE 2nd Street; and to authorize the Special Events Manager to take all actions necessary to effectuate the special events permit.
- C.** Approval of the non-impact event known as “26th Annual Downtown Delray Beach Art Festival on 4th” to be held on December 5-6, 2026, at NE 4th Avenue from East Atlantic Avenue to NE 2nd Street; and to authorize the Special Events Manager to take all actions necessary to effectuate the special event permit.
- D.** Approval of the non-impact event known as “The Vintage Black and White on the Ave” to be held on November 14, 2026, at the Old School Square Amphitheater; and to authorize the Special Events Manager to take all actions necessary to effectuate the special event permit.
- E.** Approval of the non-impact event known as “Run for the Roses” to be held on May 2, 2026, at the Old School Square; and to authorize the Special Events Manager to take all actions necessary to effectuate the special event permit.
- F.** Approval of the non-impact event known as “7th Annual Downtown Delray Beach Craft Festival on 4th” to be held on February 6-7, 2027, at NE 4th Avenue from East Atlantic Avenue to NE 2nd Street; and to authorize the Special Events Manager to take all actions necessary to effectuate the special event permit.

Motion to APPROVE the consent agenda was made by Samuel Metott and seconded by Ronald Martin.

MOTION CARRIED 9-0

5. OLD BUSINESS

None

6. NEW BUSINESS

A. 38th Annual Downtown Delray Beach Festival of the Arts:

Recommendation of the Development Services Management Group of the City of Delray Beach, Florida, to the City Commission for an impact event known as “38th Annual Downtown Delray Beach Festival of the Arts” to be held on January 9-10, 2027, on West Atlantic Avenue from NW 5th Avenue to Swinton Avenue.

Motion to recommend APPROVAL to the City Commission for an impact event known as “38th Annual Downtown Delray Beach Festival of the Arts” made by Missie Barletto and seconded by Samuel Metott

MOTION CARRIED 9-0

- B. 333 SW 1st Avenue (PZ-000488-2026 & PZ-000489-2026):** Consideration of two requests: to reduce the front setback from the minimum requirement of 25 feet to 20 feet; and, to reduce the rear setback from the minimum requirement of 10 feet to 8 feet associated with redevelopment of the property.

Address: 333 SW 1st Avenue

PCN: 12-43-46-17-12-000-0130

Applicant/Owner: Mark Alter

Agent: Mark Alter

Planner: Charlie Landstrom

Staff Presentation

Charlie Landstrom, Planner, presented an overview and analysis of the applicant request.

Board Comments

Ms. Gianniotis inquired if there were sidewalks on the property and Ms. Barletto replied not at this time.

Ms. Gianniotis noted this is the first home in this area to rebuild and request relief.

Motion to APPROVE to reduce the front setback from the minimum requirement of 25 feet to 20 feet and a request to reduce the rear setback from the minimum requirement of 10 feet to 8 feet associated with redevelopment of the property located at **333 SW 1st Avenue** made by Missie Barletto and seconded by Chief Martin.

MOTION CARRIED 9-0

- C. Delray in the Sky Drone Show:** Recommendation of the Development Services Management Group of the City of Delray Beach, Florida, to the City Commission for an impact event known as “Delray in the Sky Drone Show” to be held on July 29, 2026, at Old School Square and on NE 2nd Avenue from the alley to the garage bollards and on Swinton Avenue from Atlantic Avenue to 1st Street.

Board Comments

Mr. Metott noted that this event last year had large crowds, and it was found that Swinton Avenue was a good viewing location. This year to increase safety they’re proposing to close Swinton Avenue and have food trucks.

Motion to recommend APPROVAL to the City Commission for the impact event known as “Delray in the Sky Drone Show” was made by Cynthia Buisson and seconded by Hannes Schoeferie.

MOTION CARRIED 9-0

- D. 121 SE 7th Street (PZ-516-2026):** Consideration of a request to reduce the front setback from the minimum requirement of 25 feet to 20 feet associated with redevelopment of the property located at 121 SE 7th Street.

Address: 121 SE 7th Street

PCN: 12-43-46-21-01-007-0470

Applicant/ Owner: Lisa and Michael Lockwood

Agent: Corey O'Gorman

Planner: Jennifer Buce

Applicant Presentation

Corey O'Gorman, of PLACE Planning, presented the applicant request.

Staff Presentation

Jen Buce, Planner, presented an overview and analysis of the applicant request.

Board Comments

Ms. Gianniotis inquired if there is a smaller standard for a corner radius.

Ms. Barletto noted that the engineering design standards recommend a 15' corner radius.

Ms. Buisson also added that there are site visibility issues with corners when there are hedges onsite.

Motion to APPROVE a request to reduce the front setback from the minimum requirement of 25 feet to 20 feet associated with redevelopment of the property located at 121 SE 7th Street made by Hannes and seconded by Cynthia Buisson.

MOTION CARRIED 9-0

7. Board Comments

Ms. Gianniotis noted that she will confer with the City Commission to administratively approve projects unless there is an issue that the Development Services Management Group needs to review.

8. ADJOURNED

There being no further business to come before the board, the meeting was adjourned at 2:39pm

The undersigned is the Board Clerk of the Development Services Management Group, and the information provided herein is the Minutes of the meeting of said body **March 26, 2026**, which were formally adopted and **APPROVED** by the Board on

ATTEST

CHAIR

Board Secretary