



## Cover Memorandum/Staff Report

**File #:** 23-1518

**Agenda Date:** 11/7/2023

**Item #:** 7.G.

**TO:** Mayor and Commissioners  
**FROM:** Katerri Johnson, City Clerk  
**THROUGH:** Terrence R. Moore, ICMA-CM  
**DATE:** November 7, 2023

### NOMINATION FOR APPOINTMENT TO THE BOARD OF ADJUSTMENT

#### **Recommended Action:**

Motion to approve the nomination for appointment for one (1) regular member to serve on the Board of Adjustment initially for a one (1) year term ending August 31, 2024 with the eligibility to serve a full successive two (2) year term.

#### **Background:**

Due to a vacant seat on the Board of Adjustment, a nomination for appointment is needed for one (1) regular member to initially serve a one (1) year term ending August 31, 2024 and will be eligible to serve a full successive two (2) year term thereafter. This one year appointment along with a current board member whose term will also end on August 31, 2024 will allow for the staggering of terms, so all board member seats do not expire at the same time.

On November 2, 2021, the Commission approved Ordinance No. 21-21 to allow amending the Land Development Regulations of the City of Delray Beach Code of Ordinances to revise the board member composition from five (5) to seven (7) regular members. To qualify for appointment to this seven (7) member board, a person shall be either a resident of or own property in the City and/or own a business within the City. Each of the four (4) seats must be filled with either an attorney, architect, landscape architect, realtor/real estate broker, engineer, general contractor, land planner, building inspector, fire safety professional, or other design professional who is familiar with the Florida Building Code. The remaining three (3) seats may be at large. The appointing body shall endeavor to appoint as many disciplines as possible to the Board. If there is a lack of applicants to fill the seats reserved for professionals, then at large members may be considered.

The following individuals have applied and would like to be nominated for appointment:

(See Exhibit "A" attached)

A check for code violations and/or municipal liens was conducted. None were found. Voter registration verification was completed and all are registered.

Based on the rotation system, the nomination for appointment for one (1) regular member to serve an initial one (1) year term ending August 31, 2024, will be made by Commissioner Frankel (Seat #1).