

**MINUTES
SITE PLAN REVIEW AND APPEARANCE BOARD
CITY OF DELRAY BEACH**

MEETING DATE: March 27, 2024

MEETING PLACE: City Commission Chambers

1. CALL TO ORDER

This meeting was called to order by Dana Adler, Chair, at 5:05 pm.

2. ROLL CALL

A quorum was present.

Members Present: Dana Adler, Chair; Annette Gray, Vice Chair; Jose Alvarez; Keith Beal, and Adam Nelson.

Absent: Steven Cohen and Linda Purdo.

Staff Present: William Bennett, Assistant City Attorney; Rafik Ibrahim, Principal Planner; Jennifer Buce, Planner, and Rochelle Sinisgalli, Board Secretary.

3. APPROVAL OF AGENDA

MOTION to APPROVE the March 27, 2024, agenda was made Annette Gray and seconded by Jose Alvarez.

Motion Carried 5-0

4. MINUTES

MOTION to APPROVE the minutes of the January 24, 2024, meeting was made by Annette Gray and seconded by Adam Nelson.

Motion Carried 5-0

5. SWEARING IN OF THE PUBLIC

Dana Adler, Chair, read the Quasi-Judicial Rules for the City of Delray Beach and Ms. Sinisgalli swore in all who wished to give testimony.

6. COMMENTS FROM THE PUBLIC

None

7. PRESENTATIONS

None

8. CONSENT AGENDA

None

9. QUASI-JUDICIAL HEARING ITEMS

A. Parks of Delray (2024-015): Consideration of establishing a Master Sign Program for 5 monument signs and 37 directional signs for the property located at 1690-2350

South Congress Avenue, associated with the development known as Parks of Delray.

Address: 1690-2350 South Congress Avenue

P C N: 12-43-46-30-41-001-0010, 12-43-46-30-41-001-0020 , 12-43-46-30-41-001-0040, 12-43-46-30-41-002-0030, 12-43-46-30-41-018-0000 , 12-43-46-30-41-002-0010, 12-43-46-30-41-003-0010, 12-43-46-30-41-003-0020 , 12-43-46-30-41-005-0000

Property Owner: 1690 South Congress Building, LLC, Parcel B Congress Delray, LLC, 107 South Congress Avenue, LLC, 107C2, LLC

Applicant/Agent: Adwave Graphics; Fernando Montes; info@adwavegraphics.com

Planner: Jennifer Buce, buce@mydelraybeach.com

Jennifer Buce, Planner, entered Project File 2024-015 into the record.

Mike Covelli requested that the staff conduct their presentation before the applicant's presentation since the applicant had not yet arrived in the Commission Chambers. The Board reached a consensus to accommodate the applicant's request.

Applicant Presentation

Mike Covelli, Covelli Design Associates; 1209 S Swinton Avenue, Delray Beach, FL 33444

Staff Presentation

Jennifer Buce, Planner, presented the project from a Microsoft PowerPoint presentation.

Exparte Communications

Dana Adler-None

Adam Nelson-None

Keith Beal-None

Jose Alvarez-None

Annette Gray-None

Rebuttal/Cross

Jennifer Buce emphasized that any proposed alterations to the approved Master Sign Program must receive approval from the Board. Furthermore, Jennifer Buce clarified that both directional signage and monument signage are restricted to a maximum height of 5 feet.

Public Comment

None

Board Comments

Jose Alvarez inquired about the possibility of a maximum limit on the number of signs included in the Master Sign Program approval. Staff clarified that there is no set maximum as long as the signage is appropriately placed. Jose Alvarez then sought clarification on whether Board approval would be necessary for new construction tenant

signage, to which staff confirmed that it would indeed be required. Jose Alvarez expressed his approval of the design and color scheme of the proposed signage.

Annette Gray asked staff regarding the placement of monument sign number five, situated on S. Congress Avenue, and questioned the necessity of both monuments one and five.

Keith Beal voiced his support for the proposed signage, highlighting that monument sign one is positioned within the commercial component of the development, while monument sign five is situated within the residential component.

Dana Adler expressed her approval of the signage, commending the tasteful design choices.

MOTION to move approval of the Master Sign Program (2024-015) Parks at Delray located at 1690–2390 South Congress Avenue, by finding that the request meets the criteria set forth in the Land Development Regulations, was made by Keith Beal and was seconded by Jose Alvarez.

MOTION Carried 5-0

10. Reports and Comments

A. City Staff

The next meetings will be held on April 24, 2024, and May 22, 2024.

B. Board Attorney

None

C. Board Members

None

11. ADJOURN

There being no further business to come before the Board, the meeting was adjourned at 5:29 p.m.

The undersigned is the Board Clerk of the Site Plan Review & Appearance Board and the information provided herein is the Minutes of the meeting of said body **March 27, 2024**, which were formally adopted and **APPROVED** by the Board on **May 22, 2024**.

ATTEST:

CHAIR

BOARD SECRETARY

NOTE TO READER: If the Minutes you have received are not completed as indicated above, then this means that these are not the official Minutes of the Site Plan Review and Appearance Board. They will become official minutes only after review and approval, which may involve some amendments, additions, or deletions.