



## Cover Memorandum/Staff Report

File #: 25-1214

Agenda Date: 10/14/2025

Item #: 6.O.1.

**TO:** Mayor and Commissioners  
**FROM:** Anthea Gianniotis, Development Services Director  
**THROUGH:** Terrence R. Moore, ICMA-CM  
**DATE:** October 14, 2025

REPORT OF APPEALABLE DEVELOPMENT APPLICATION ACTIONS FROM SEPTEMBER 17, 2025 THROUGH OCTOBER 3, 2025.

### **Recommended Action:**

By motion, receive and file this report for actions on development application requests from September 17, 2025, through October 3, 2025.

### **Background:**

This report is the method of informing the City of Delray Beach ("City") City Commission of actions taken on site plan applications either by a City board or by the Development Services Director via administrative approval, which may be appealed by the City Commission, pursuant to Land Development Regulations (LDR) Section 2.1.3(F), Appealable Reports of Board Actions, and Section 2.4.10(A)(5)(b-c), Site Plan Applications. Administratively approved site plan applications are limited to fully code compliant Level 2 applications.

A staff report, along with associated exhibits and/or plans, provides a thorough description and analysis of each request. Items that appeared on a board's agenda that are not listed below were not acted on by the board (i.e. continued with direction) or received a recommendation to the City Commission for final action.

### **Historic Preservation Board**

**Meeting Date:** September 17, 2025

#### **1. 19 S. Swinton Avenue (96-2025)**

Request: Certificate of Appropriateness & Level 1 Site Plan Modification associated with the material and color change for the roof of a contributing one-story structure.

Public Comment: No public comment

Board Comment: The Board made comments on the possibility of the applicant using a metal shingle roof instead of standing seam metal.

Board Actions: Approved, 7-0

#### **2. 321 NW 1<sup>st</sup> Avenue (30-2025)**

Request: Certificate of Appropriateness for the replacement and installation of windows and doors on a contributing single-family structure.

Public Comment: A couple of members from the public spoke in favor of the request.

Board Comment: The Board made comments on the two window and doors proposed to use Low-

E while all the others were using clear glass. Overall, the Board decided that the glass on the west facing window needs to have a gray tint that is appropriate for non-contributing structures instead of the proposed Low-E glass.

Board Actions: Approved with conditions, 7-0

**3. 139-143 SE 7<sup>th</sup> Avenue (2023-143)**

Request: Level 3 Site Plan, Certificate of Appropriateness, Landscape Plan, Architectural Elevations, Demolition, Relocation, Variances, Waivers, and Internal Adjustment request associated with an existing contributing multi-family residential property.

Public Comment: Two public comments were against, and one public comment was in favor of the request.

Board Comment: The Board made comments regarding the proposed color palette, driveway materials and the lack of native landscaping, including removal of the existing Sabal Palms for the site. The Board determined that the proposal needs an historically accurate materials to be used for the driveway, landscaping, and color palette.

Board Actions: Approved with conditions, 7-0

**Site Plan Review and Appearance Board**

**Meeting Date:** September 24, 2025

**4. 802 SE 5<sup>th</sup> Avenue (2024-254)**

Request: Level 2 Site Plan Application with Architectural Elevations, Landscape Plan, and a Landscape Waiver for an approximately 12,000-square foot commercial building with medical office and retail.

Public Comment: No public comment

Board Comment: The Board generally supported the project although one member expressed concern over the lack of loading zone provided.

Board Actions: Approved, 5-1