



## Cover Memorandum/Staff Report

---

**File #:** 25-006

**Agenda Date:** 1/7/2025

**Item #:** 6.I.1.

---

**TO:** Mayor and Commissioners  
**FROM:** Anthea Gianniotis, Development Services Director  
**THROUGH:** Terrence R. Moore, ICMA-CM  
**DATE:** January 7, 2025

REPORT OF APPEALABLE DEVELOPMENT APPLICATION ACTIONS FROM DECEMBER 9, 2024 THROUGH DECEMBER 31, 2024.

**Recommended Action:**

By motion, receive and file this report for actions on development application requests from December 9, 2024 through December 31, 2024.

**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.

**Site Plan Review & Appearance Board (SPRAB)**

**Meeting Date:** December 11, 2024

**1. 238 SE 1st Ave - Exterior Renovations (2024-148)**

**Request:** Level 1 Site Plan Modification for modifications to the site, including the extension of the existing fence, installation of a dumpster enclosure, and addition of staircase railings, a waiver to reduce the required 5-foot landscape buffer to a range of 2.3 feet to 4.3 feet given existing non-conformities along the southern boundary of the property and to reduce the size of a landscape island in the southeast portion of the site, where the established trees limit the ability to meet the requirement.

**Public Comment:** No public comments.

**Board Comment:** The Board supported the request, inclusive of the two requested landscape waivers, acknowledging the inherent challenges associated with the existing development configuration.

**Board Action:** Approved 6-0