

**MINUTES
BOARD OF ADJUSTMENT
CITY OF DELRAY BEACH**

MEETING DATE: October 16, 2025

MEETING PLACE: City Commission Chambers

1. CALL TO ORDER

The meeting was called to order by John DeLacio, Chair, at 5:02p.m.

2. ROLL CALL

A quorum was present.

Members Present: John DeLacio, Chair; Brenda Cullinan, Vice Chair; Jesse Schloesser; Aura Ramirez; Suzanne Donohue; and Michelle Wilson.

Members Absent: Mark Ronald.

Staff Present: Kelly Brandon, Assistant City Attorney; Madison Brown, Development Permit Manager, Jennifer Buce, Planner; and Diane Miller, Board Secretary.

3. APPROVAL OF AGENDA

Motion to approve the amended agenda of July 17, 2025, made by Brenda Cullinan and seconded by Jessie Schloesser.

Motion Carried 6-0

4. MINUTES

None.

5. SWEARING IN OF THE PUBLIC

John DeLacio read the quasi-judicial rules for the City of Delray Beach and Ms. Miller swore in all who wished to give testimony.

6. COMMENTS FROM THE PUBLIC

None.

7. PUBLIC HEARING ITEMS

A. 960 Gardenia Drive (PZ-000142-2025): Consideration of a variance request from Land Development Regulations (LDR) Section 4.3.4(H)(4), Building elements or site improvements allowed in setbacks as identified in Table 4.3.4(A), to allow for the installation of a permanent awning in the rear setback.

Address: 960 Gardenia Drive
PCN: 12-43-46-28-03-000-3110
Applicant/ Owner: David Grundhoefer
Agent: Berta Veiga, Construction, LLC.
Planner: Jennifer Buce

Jennifer Buce, Planner, entered file number PZ-142-2025 into the record.

Exparte Communication

Jesse Schloesser – None.
John DeLacio – emailed with City Staff.
Brenda Culinan – None.
Suzanne Donohue – None.
Aura Ramirez – None.
Michelle Wilson – None.

Applicant Presentation

Jasmine Garcia, 16190 SW 198 Ave Miami FL 33032, presented the applicant request.

Staff Presentation

Jennifer Buce, Planner, gave an overview and analysis of the project.

Public Comments

None.

Rebuttal/Cross Examination

Dava Grundhoefer, owner, added that she hopes to update this structure to what is proposed to increase the safety of the structure, particularly during hurricanes.

Board Comments

Mr. DeLacio inquired about the updated table in the Staff Report and outdoor kitchen.
Ms. Buce provided clarification on the table and explained the outdoor kitchen.
The Board discussed recent changes with a ordinance that may have bearing on this project.
Mr. Schloesser asked if the City's position is that awnings are a more intensifying structure than screen enclosures.
Ms. Buce confirmed.
Mr. DeLacio inquired what the review process is for an awning to ensure it can withstand hurricanes.
Ms. Brown floodplain review, P&Z review, structural review, required to meet wind loads,

MOTION to approve of the Variance request for **960 Gardenia Drive** (PZ-000142-2025-VAR-BOA) from LDR Section 4.3.4(H)(4), *Building elements or site improvements allowed in setbacks* as identified in Table 4.3.4(A), to allow a for the installation of a permanent awning in the rear setback whereas 25 feet is required by finding that the request is consistent with the findings set forth in LDR Section 2.4.11(A)(5)(a-f) was made by Jessie Shloesser and seconded by Brenda Cullinan.

Motion Carried 6-0

8. REPORTS AND COMMENT

A. City Staff

Ms. Brown noted that the next scheduled meeting date is November 6, 2025 and December 4, 2025 and that at this time there are no items to come before the Board but that is subject to change.

B. Board Attorney

None.

C. Board Members

Mr. Schloesser inquired if the wording for the variance findings had changed.

Ms. Brandon informed the board that they did not.

9. ADJOURN

There being no further business to come before the Board, the meeting was adjourned at 5:34pm.

The undersigned is the Secretary of the Board of Adjustments, and the information provided herein is the Minutes of the meeting of said body for **October 16, 2025**, which were formally adopted and **APPROVED** by the Board on _____.

ATTEST:

CHAIR

BOARD SECRETARY

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