

**MINUTES  
DEVELOPMENT SERVICES MANAGEMENT GROUP  
CITY OF DELRAY BEACH**

**MEETING DATE:** February 22, 2024

**MEETING PLACE:** City Hall First Floor Conference Room, 100 NW 1<sup>st</sup> Street, Delray Beach, FL 33444.

**1. CALL TO ORDER**

The meeting was called to order by Anthea Gianniotis at 3:01 PM.

**2. ROLL CALL**

A quorum was present.

**Members present** were Anthea Gianniotis, Chair; Steve Tobias, Vice Chair; Hassan Hadjimiri; Missie Barletto; Patrick Figurella; Sammie Walthour; Keith Tomey; Rodney Stevenson and Sammuel Metott.

**Absent:** None

**Staff Present** were Lynn Gelin, Jeff Oris and Allison Behrman

**3. APPROVAL OF AGENDA**

**Motion** to APPROVE the February 22, 2024, agenda, was made by Missie Barletto and seconded by Sammuel Metott.

**MOTION CARRIED 9-0**

**4. MINUTES**

None

**5. Consent Agenda**

None

**6. New Business**

**A.** Recommendation of the Development Services Management Group of the City of Delray Beach, Florida, approving the new location of the non-impact event known as "26th Annual Downtown Delray Beach Craft Festival" to be held on February 24-25, 2024, at 4th Avenue between Atlantic Ave and 2nd street.

Anthea Gianniotis noted that the Board will be approving the new location of the special event known as "26th Annual Downtown Delray Beach Craft Festival" and not making a recommendation as the agenda indicates.

### **Board Comments**

Allison Behrman opened the discussion by providing context for the request, highlighting concerns raised during the SETAC review regarding the sod at Old School Square. The item was ultimately approved, with an alternative location designated at NE 4th Avenue between Atlantic Avenue and NE 2nd Street.

Rodney Stevenson sought clarification on whether the new event would take place on NE 4th Avenue or NW 4th Avenue, referencing a map provided by the applicant indicating NW 4th Avenue. Both the applicant and staff confirmed that the proposed amended location is indeed on NE 4th Avenue. Stevenson further noted that the intersection of NE 1st Street and NE 4th Avenue would be closed to east and west traffic during the event.

Patrick Figurella recalled that the event had previously been held at the NE 4th Avenue location and pointed out that the application still referenced the original location.

Sammuel Metott expressed support for relocating the event from Old School Square to the proposed NE 4th Avenue location but objected to the implication that Old School Square grounds were unsafe. He noted that the grounds had been recently resodded and were moist due to recent rain.

Steve Tobias inquired about the advanced notice given for the event, noting the event would be held within 48 hours. The applicant assured that any affected businesses and residents would be notified on February 23, 2024.

Keith Tomey stressed the importance of notifying residents and business operators about the upcoming event. The applicant affirmed that a minimum of 24-hour notice would be provided.

Anthea Gianniotis noted that all businesses and residents had secondary means of egress via alleyways at the rear of their properties. She also pointed out that the event had previously been held at the NE 4th Avenue location, noting its familiarity to the area residents and business owners.

**Motion** to approve the new location of the non-impact event known as "26th Annual Downtown Delray Beach Craft Festival" pending the amendment to the Special Event Application to reflect the new location was made by Sammuel Metott and seconded by Keith Tomey.

**MOTION CARRIED 9-0**

### **7. COMMENTS**

Jeff Oris expressed gratitude to the Board for convening on short notice and indicated that new procedures were enacted aimed at preventing the necessity for unscheduled meetings in the future.

**8. ADJOURN.**

There being no further business to come before the Board, the meeting was adjourned at 3:18 PM.

The undersigned is the Board Clerk of the Development Services Management Group and the information provided herein is the Minutes of the meeting of said body **February 22, 2024**, which were formally adopted and **APPROVED** by the Board on **April 11, 2024**.

**ATTEST:**

  
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**CHAIR**

  
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**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 Development Services Management Group. They will become official minutes only after review and approval, which may involve some amendments, additions, or deletions.