

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

MEETING DATE: September 24, 2025

MEETING PLACE: City Commission Chambers

This meeting was called to order by William Bennett, Assistant City Attorney, at 5:01 pm.

1. ROLL CALL

A quorum was present.

Members Present: Jose Alvarez, Nicholas Coppola, Annette Gray, Robert Lewis, Christina Morrison and Wensky Villanoix.

Absent: Cynthia Lloyd was absent.

Staff Present: William Bennett, Assistant City Attorney; Rafik Ibrahim, Principal Planner; Julian Gdaniec, Senior Planner, and Diane Miller, Board Secretary.

2. ELECTION OF OFFICERS

Motion made by Annette Gray to nominate Jose Alvarez as Chair.

Motion made by Jose Alvarez to nominate Annette Gray as Chair.

The Board voted 6-0 for the appointment of Annette Gray as Chair.

Motion made by Christina Morrison to nominate Jose Alvarez as Vice Chair and seconded by Annette Gray.

Motion Carried 6-0 for the appointment of Jose Alvarez as Vice Chair.

Motion made by Annette Gray to nominate Christina Morrison as 2nd Vice Chair and seconded by Jose Alvarez.

Motion Carried 6-0 for the appointment of Christina Morrison as 2nd Vice Chair.

3. APPROVAL OF AGENDA

MOTION to APPROVE the September 24, 2025, agenda was made by Annette Gray and seconded by Christina Morrison.

Motion Carried 6-0

4. MINUTES

MOTION to APPROVE the Minutes of the July 27, 2025, meeting was made by Christina Morrison and seconded by Jose Alvarez.

Motion Carried 6-0

5. SWEARING IN OF THE PUBLIC

Annette Gray, Chair, read the Quasi-Judicial Rules for the City of Delray Beach and Ms. Miller, Board Secretary, 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. 802 SE 5th Avenue (2024-254): Consideration of a Level 2 Site Plan Application with Architectural Elevations, Landscape Plan, and a Landscape Waiver for a two-story, approximately 12,200 square foot commercial development with medical office and retail.

Address: 802 SE 5th Avenue

PCN: 12-42-46-21-09-001-0210

Applicant/Property Owner: 802 SE 5th Ave LLC

Authorized Agent: Randall Stofft Architects

Project Planner: Julian Gdaniec, Senior Planner; gdaniecj@mydelraybeach.com

Exparte Communications: None

Julian Gdaniec, Senior Planner, entered Project File 2024-254 into the record.

Applicant Presentation

Randall Stofft, Architect

Staff Presentation

Julian Gdaniec, Senior Planner, presented the project from a Microsoft PowerPoint presentation.

Public Comment

None

Rebuttal/Cross

Mr. Stofft stated that the proposed loading arrangements do not pose an issue and noted that a requested color change to blue would not apply in all building locations.

Board Comments

Rebuttal/Cross

Board discussion included questions regarding access, parking configuration, loading demand, pedestrian connectivity, and prospective tenant layout:

- Ms. Morrison inquired regarding the status of the abandoned alley and whether it had been transferred to the City.

- Ms. Francesca Lewis (Delray Dermatology) asked whether ground-floor spaces would be available for lease, whether parking would be provided along Federal Highway, and whether a sidewalk or pedestrian pathway is proposed.
- Mr. Villanoix inquired about the five parking spaces adjacent to the bus stop and whether the bus stop would remain.
- Mr. Alvarez asked about Florida Department of Transportation (FDOT) review. Staff noted that FDOT would review the proposal and that a six-foot clear pedestrian zone is provided.
- Mr. Lewis asked about delivery access for carriers such as FedEx, and applicant indicated deliveries would occur within the site.
- Ms. Gray expressed concern regarding the long-term functional capacity of the site. She stated that the applicant's requested design relies on a single point of vehicular ingress and egress and limited turning area, which may constrain circulation if tenant mix or intensity changes over time. She also noted that the proposed site configuration does not provide a dedicated loading space and that uses permitted within the zoning district may generate higher delivery volumes or service trips than those presented. Ms. Gray stated that these operational constraints could adversely affect both site operations and the adjacent right-of-way.
- Ms. Morrison noted the single ingress/egress point and asked whether the driveway width is 24 feet.

MOTION to move **approval** for Level 2 Site Plan Application request for 802 SE 5th Avenue, including Architectural Elevations, Landscape Plan, and a Landscape Waiver to construct a two-story, approximately 12,200 sq. ft. commercial development, finding that the request is consistent with the Land Development Regulations and the Comprehensive Plan, was made by Christina Morrison and seconded by Wensky Villanoix.

MOTION Carried 5-1

Dissenting by Annette Gray

10. Reports and Comments

A. City Staff

Rafik Ibrahim announced that the upcoming SPRAB meetings will be held on October 22nd, November 12th and December 10th.

B. Board Attorney

None

C. Board Members

11. ADJOURN

There being no further business to come before the Board, the meeting was adjourned at 5:50 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 **September 24, 2025**, which were formally adopted and **APPROVED** by the Board on **August 26, 2026**.

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.