

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

MEETING DATE: September 4, 2025

MEETING PLACE: City Commission Chambers

1. CALL TO ORDER

The meeting was called to order by Kelly Brandon, Assistant City Attorney, at 5:01p.m.

2. ROLL CALL

A quorum was present.

Members Present: John DeLacio, Jesse Schloesser, Mark Ronald, Michelle Wilson, Brenda Cullinan, Aura Ramirez, and Suzanne Donohue.

Members Absent: None.

Staff Present: Kelly Brandon, Assistant City Attorney; Amy Alvarez, Development Services Assistant Director; Jennifer Buce, Planner; and Diane Miller, Board Secretary.

3. ELECTION OF OFFICERS

A. Chairperson

MOTION made by Brenda Cullinan to nominate John DeLacio as Chair and seconded by Mark Ronald.

Motion Carried 7-0

B. Vice-Chairperson

MOTION made by John DeLacio to nominate Brenda Cullinan as Vice-Chair and seconded by Jesse Schloesser.

Motion Carried 7-0

C. 2nd Vice-Chairperson

MOTION made by John DeLacio to nominate Mark Ronald as Vice-Chair and seconded by Jesse Schloesser.

Motion Carried 7-0

4. APPROVAL OF AGENDA

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

Motion Carried 7-0

5. MINUTES

None.

6. 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.

7. COMMENTS FROM THE PUBLIC

None.

8. PUBLIC HEARING ITEMS

A. 1916 & 1920 Spanish Trail (File #2025-150-VAR-BOA): Consideration of a variance request from Land Development Regulation (LDR) Section 4.6.15(G)(1)(a), Swimming Pool, Whirlpools, and Spas: Yard Encroachment, to reduce the front setback from the minimum requirement of 25 feet to 10 feet associated with the construction of a swimming pool for each unit in the duplex.

Address: 1916 Spanish Trail and 1920 Spanish Trail

PCN: 12-43-46-28-01-000-0961 & 12-43-46-28-01-000-0962

Applicant/ Owner: Alex J. Lewis & Francesca Lewis

Agent: Abrams Law Firm; C/O Ryan Abrams,

Planner: Jennifer Buce, Planner

Jennifer Buce, Planner, entered file number 2025-150 into the record.

Exparte Communication

Jesse Schloesser - email provided by staff.

John DeLacio emailed questions to city staff and drove by property.

Mark Ronald - reviewed email provided by staff.

Brenda Cullinan - email provided by staff.

Aura Ramirez – reviewed email provided by staff.

Suzanne Donohue – watched the video of the last meeting, and researched the Property Appraiser’s website.

Michelle Wilson – emailed questions to city staff and drove by property.

Applicant Presentation

Sydney Satz of Abrams Law Firm presented the applicant request.

Staff Presentation

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

Public Comments

Barbarajayne Degolyer, 33483, explained her opposition to this project noting traffic concerns.

Micheal Young, 33483, stated his opposition to this project citing issues with walking and traffic patterns.

CJ Minardi, 33483, explained he was the agent who brokered the sale of 1916 & 1920 Spanish Trail and noted the property owner's desire to improve visibility along the road.

Rebuttal/Cross Examination

Ms. Alvarez explained the requirements for erecting a fence on this property.

Ms. Buce clarified a drawing in her presentation.

Louis Vlahos, Landscape Architect, noted that the pool must be located within the front setback due to existing mechanical components and property entrances on the sides of the property.

Board Comments

Ms. Cullinan inquired if the homeowner had spoken with neighbors regarding this project.

Mr. Lewis explained that he held a meeting at a neighboring business.

Ms. Donohue and Mr. Ronald asked for clarification on the code regarding pools in front setbacks.

Ms. Buce and Ms. Alvarez explained the variance is required as the proposed pool would be in the front setback.

Ms. Donohue how to determine front setback

Mr. Schloesser inquired about the alley.

Ms. Alvarez confirmed it is an alley not a named street.

Mr. DeLacio asked what the rear setbacks are.

Ms. Buce explained roughly 14', it's an existing nonconformity.

MOTION to deny the Variance request for **1916 Spanish Trail** (2025-150-VAR-BOA) from LDR Section 4.6.15(G)(1), to reduce the front setback from the minimum requirement of 25 feet to 10 feet associated with the construction of a swimming pool., by finding that the request is not consistent with the findings set forth in LDR Section 2.4.11(A)(5)(a-f) was made by Mark Ronald and seconded by Jesse Schloesser.

Motion Carried 7-0

MOTION to deny of the Variance request for **1920 Spanish Trail** (2025-150-VAR-BOA) from LDR Section 4.6.15(G)(1), to reduce the front setback from the minimum requirement of 25 feet to 10 feet associated with the construction of a swimming pool, by finding that the request is not consistent with the findings set forth in LDR Section 2.4.11(A)(5)(a-f) was made by Mark Ronald and seconded by Brenda Cullinan.

Motion Carried 7-0

9. REPORTS AND COMMENT

A. City Staff

Ms. Alvarez welcomed the new members to the Board and noted the next meetings will be October 16, 2025 and November 6, 2025.

B. Board Attorney

None.

C. Board Members
None.

10. ADJOURN

There being no further business to come before the Board, the meeting was adjourned at 6:14pm.

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 **September 4, 2025**, which were formally adopted and **APPROVED** by the Board on _____.

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 Board of Adjustments. They will become official minutes only after review and approval, which may involve some amendments, additions or deletions.