



Cover Memorandum/Staff Report

File #: 26-0110 CRA

Agenda Date: 7/23/2026

Item #: 7K.

TO: CRA Board of Commissioners
FROM: Christine Tibbs, Assistant Director
THROUGH: Renée A. Jadusingh, Esq., Executive Director
DATE: July 23, 2026

RESOLUTION 2026-07 - APPROVAL OF A FIRST AMENDMENT TO THE PURCHASE AND SALE AGREEMENT FOR FOUR CRA-OWNED VACANT LOTS LOCATED AT 250, 256, & 260 NW 8TH AVENUE & 259 NW 9TH AVENUE, FOR THE DEVELOPMENT OF AFFORDABLE/WORKFORCE HOUSING BETWEEN THE DELRAY BEACH COMMUNITY REDEVELOPMENT AGENCY AND THE DELRAY BEACH COMMUNITY LAND TRUST, INC.

Recommended Action:

Approve Resolution No. 2026-07, a First Amendment to the Purchase and Sale Agreement for four (4) CRA-owned vacant lots located at 250, 256, & 260 NW 8th Avenue & 259 NW 9th Avenue, for the development of four (4) affordable/workforce single-family homes between the Delray Beach Community Redevelopment Agency and the Delray Beach Community Land Trust, Inc., to extend the completion date by 365 calendar days to September 8, 2027, for the construction of and issuance of the certificates of occupancy for the four (4) single-family homes.

Background:

On March 12, 2025, the Delray Beach Community Redevelopment Agency (CRA) and Delray Beach Community Land Trust, Inc. (CLT) entered into a Purchase and Sale Agreement (PSA) for four (4) CRA - owned vacant lots located at 250, 256, & 260 NW 8th Avenue & 259 NW 9th Avenue (Subject Properties), for the development of four (4) affordable/workforce single-family homes. The PSA currently states that the Completion Date for the construction of and issuance of the certificates of occupancy for the four (4) single-family homes is September 8, 2026.

The CLT initially submitted a building permit application to the City of Delray Beach (City) for each of the four (4) Subject Properties in May 2025. The delay in receiving building permit approvals is related to two (2) issues summarized below.

Issue 1: Property Addresses

Initially, the four (4) Subject Properties shared two (2) street addresses and three (3) Parcel Control Numbers - see below table.

Subject Property	Property Address	Parcel Control Number (PCN)
1	250 NW 8 th Avenue	12434617250020010
2	250 NW 8 th Avenue	12434617250020010
3	250 NW 8 th Avenue	12434617250020300
4	256 NW 8 th Avenue	12434617250020310

The process to assign Subject Properties 1 and 2 new street addresses and separate PCNs involved requesting the Palm Beach County Property Appraiser (PAPA) to first assign temporary PCNs, then requesting new street addresses from the City, and finally forwarding the new assigned City street addresses to PAPA to finalize the separation of the three (3) Subject Properties that shared a street address. The final street address assignments and PCNs are as shown in the below table:

Subject Property	Property Address	Parcel Control Number (PCN)
1	Old: 250 NW 8 th Avenue New: 259 NW 9 th Avenue	Old: 12434617250020010 New: 12434617250020010
2	Old: 250 NW 8 th Avenue New: 260 NW 8 th Avenue	Old: 12434617250020010 New: 12434617250020320
3	250 NW 8 th Avenue	12434617250020300
4	256 NW 8 th Avenue	12434617250020310

Concurrently, the CLT submitted four (4) building permit applications to the City for each of the four (4) Subject Properties. However, because the two (2) Subject Properties were undergoing approval for new street addresses and assignment of final PCNs, all four (4) building permit applications were initially processed under a single master building permit. After PAPA accepted the new assigned City street addresses and assigned final PCNs, the CLT requested that the City separate the Subject Properties from the single master building permit application and issue individual permit numbers for each Subject Property. The reason for this request was because the Subject Properties each required different development requirements.

This process took a number of months and coordination between multiple public agencies. Subsequently, the City assigned individual permit numbers to each of the four (4) Subject Properties, allowing each building permit application to proceed through the review and approval process separately.

Issue 2: Right-of-Way Dedications

Each of the four (4) Subject Properties measures approximately 40 feet in width by 136 feet in depth. All of the Subject Properties have an unimproved alley at the rear of the property. Two (2) of the four Subject Properties (250 & 256 NW 8th Avenue) are interior lots that front NW 8th Avenue. Two (2) of the four (4) Subject Properties (260 NW 8th Avenue and 259 NW 9th Avenue) are corner lots that each front two (2) streets (260 NW 8th Avenue fronts NW 8th Avenue and NW 3rd Street; 259 NW 9th Avenue fronts NW 9th Avenue and NW 3rd Street.) See Location Map included in Exhibit A.

During the building permit application review process, City Staff indicated that along with the required building setbacks, certain right-of-way dedications will be needed as a condition of approval for the development of the Subject Properties - a 2-foot alley dedication is required along the rear of all four (4) Subject Properties to accommodate planned alley improvements, and for the two (2) Subject Properties that front NW 3rd Street (260 NW 8th Avenue and 259 NW 9th Avenue) a 25-foot corner clip dedication is also required.

The required setbacks along with the required right-of-way dedications resulted in the CLT having to redesign all four (4) single-family homes. The two (2) Subject Properties that are interior lots (250 NW 8th Avenue and 256 NW 8th Avenue) were redesigned to accommodate the required 2-foot alley dedication and are currently proceeding through the building permit review and approval process.

However, the two (2) Subject Properties that are corner lots (260 NW 8th Avenue and 259 NW 9th Avenue) face additional site constraints. Although the two single-family homes have been redesigned by the CLT to try to fully address the City's setbacks and right-of-way dedication requirements, the available lot area and configuration remain limited for each Subject Property. As a result, the CLT will need to go before the Development Services Management Group (DSMG) to request relief from applicable development standards before the building permit review process can proceed.

Below is an overview of the current status of the building permit application for each of the Subject Properties:

Subject Property	Property Address	Building Permit Status	Next Steps
1	259 NW 9th Avenue (Corner Lot)	• City Staff has provided comments • Legal description and sketch for alleyway and corner clip dedication - completed	• CLT has applied for a variance • Approval of variance will need to go before DSMG • CLT is addressing remaining City comments
2	260 NW 8th Avenue (Corner Lot)	• City Staff has provided comments • Legal description and sketch for alleyway and corner clip dedications - completed	• CLT has applied for a variance • Approval of variance will need to go before DSMG • CLT is addressing remaining City comments
3	250 NW 8th Avenue (Interior Lot)	• City Staff has provided comments • Legal description and sketch for alleyway dedication - completed	• CLT is addressing remaining City comments • Pending Building Permit Review and Approval
4	256 NW 8th Avenue (Interior Lot)	• City Staff has provided comments • Legal description and sketch for alleyway dedication - completed	• CLT is addressing remaining City comments • Pending Building Permit Review and Approval

On May 18, 2026, the CLT requested a 365-calendar-day extension to the Completion Date due to unavoidable delays related to addressing City requirements related to the building permit applications. The revised Completion Date would be September 8, 2027. Correspondence from the CLT is included as Exhibit D.

At this time, CRA Staff recommends the approval of the First Amendment to the Purchase and Sale Agreement between Delray Beach Community Redevelopment Agency and the Delray Beach Community Land Trust, Inc., to extend the Completion Date by 365 calendar days to September 8, 2027, for the construction of and issuance of the certificates of occupancy for the four (4) affordable/workforce single-family located at 250, 256, & 260 NW 8th Avenue & 259 NW 9th Avenue.

Attachment(s): Exhibit A - Location Map; Exhibit B - Resolution 2026-07 and First Amendment to Purchase and Sale Agreement; Exhibit C - Purchase and Sale Agreement, Exhibit D - Correspondence from CLT requesting extension

CRA Attorney Review:

The CRA Legal Counsel has prepared and reviewed the First Amendment to the Purchase and Sale Agreement for legal sufficiency and form and determined it to be acceptable.

Funding Source/Financial Impact:

N/A

Overall need within the Community Redevelopment Area from Delray Beach

CRA Redevelopment Plan:

Removal of Slum And Blight

Land Use

Economic Development

Affordable Housing

Downtown Housing

Infrastructure

Recreation and Cultural Facilities