



Cover Memorandum/Staff Report

File #: 26-0425

Agenda Date: 4/7/2026

Item #: 6.I.1.

TO: Mayor and Commissioners
FROM: Anthea Gianniotis, Development Services Director
THROUGH: Terrence R. Moore, ICMA-CM
DATE: April 7, 2026

REPORT OF APPEALABLE DEVELOPMENT APPLICATION ACTIONS FROM MARCH 16, 2026, THROUGH MARCH 27, 2026.

Recommended Action:

By motion, receive and file this report for actions on development application requests from March 16, 2026, through March 27, 2026.

Background:

This report is the method of informing the City of Delray Beach ("City") City Commission of actions taken on site plan applications either by a City board or by the Development Services Director via administrative approval, which may be appealed by the City Commission, pursuant to Land Development Regulations (LDR) Section 2.1.3(F), Appealable Reports of Board Actions, and Section 2.4.10(A)(5)(b-c), Site Plan Applications. Administratively approved site plan applications are limited to fully code compliant Level 2 applications.

A staff report, along with associated exhibits and/or plans, provides a thorough description and analysis of each request. Items that appeared on a board's agenda that are not listed below were not acted on by the board (i.e. continued with direction) or received a recommendation to the City Commission for final action.

Site Plan Review and Appearance Board (Annette Gray absent)

Meeting Date: March 25, 2026

1. 540 West Atlantic Avenue, Dunkin Donuts (2024-152)

Request: Level 2 Site Plan Application associated with the addition of a 168 square foot walk-in cooler, modifications to the building elevations, and associated site improvements.

Public Comment: None.

Board Comment: The Board was supportive of the proposal and noted that it reflects a significant improvement to the site. A Board member expressed concern regarding the existing black olive trees; however, the shade canopy being provided was recognized as an important feature to retain on site. The Board emphasized the importance to prune and maintain the existing trees on site.

Board Actions: Approved 6-0.