



CITY COUNCIL MEETING

City of Greenacres, Florida

Monday, February 05, 2024 at 6:00 PM

City Hall Council Chambers | 5800 Melaleuca Lane

AGENDA

Mayor and City Council

Joel Flores, Mayor

Peter A. Noble, Deputy Mayor

John Tharp, Councilmember, District I

Judith Dugo, Councilmember District III

Susy Diaz, Councilmember, District IV

Paula Bousquet, Councilmember, District V

Administration

Andrea McCue, City Manager

Christy Goddeau, City Attorney

Glen J. Torcivia, City Attorney

Tanya Earley, City Attorney

Quintella Moorer, City Clerk

CALL TO ORDER AND ROLL CALL

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

COMMENTS FROM THE PUBLIC FOR AGENDA ITEMS ONLY

SPECIAL BUSINESS

1. **Proclamation:** Black History Month, February 2024.
2. **Proclamation:** Pink Shirt Day, February 28, 2024. - Benjamín Dexter, Youth Programs Supervisor and Adam Mohammed, Youth Programs Supervisor.
3. **Proclamation:** Random Acts of Kindness. - Benjamin Dexter, Youth Programs Supervisor and Adam Mohammed, Youth Programs Supervisor.
4. **Presentation:** Recognition of Outstanding Academic Achievement and Dedication to Renaud Felix, Jr. - Mayor Joel Flores.
5. **Presentation:** Fire Rescue Promotions. - Chief Brian Fuller, Fire Recue.

CONSENT AGENDA

6. **Official Council Meeting Minutes:** City Council Special Meeting, January 8, 2024. - Quintella L. Moorer, City Clerk.
7. **Resolution 2024-10:** Satisfying certain liens imposed against residential property, pursuant to Section 15-31, City of Greenacres Code. - Teri Beiriger, Director of Finance.
8. **Resolution 2024-11:** Appointing an alternate Special Magistrate and approving an amended agreement with the Law Firm of Davis & Associates, P.A., for the provision of alternate Special Magistrate services for Code Compliance Hearings pursuant to Section

2-288 of the City's Code of ordinances; authorizing the City Manager to execute said agreement; and providing for an effective date. - Tanya Early, City Attorney.

9. Write-Off: Approval of False burglary alarm write-offs. - Teri Beiriger, Director of Finance.

10. Write-off: Approval of outstanding miscellaneous billing balance write-off. - Teri Beiriger, Director of Finance.

REGULAR AGENDA

11. QUASI-JUDICIAL: PUBLIC HEARING: Resolution 2024-08: Approving the petition for a Special Exception to allow a private club and associated outdoor recreational facilities with ancillary Club Café, retail, and events within residential low (rl-3) zoning district located approximately 2,300 feet south of the intersection of Melaleuca Lane and Haverhill Road on the east side at 5208 S. Haverhill Road (with a future address of 5200 S. Haverhill Road), as requested by the petitioner, Michael Miles, agent for the owner, the Pickleball Club; providing for repeal of conflicting resolutions; and providing for an effective date. - Gionni Gallier, Senior Planner.

12. QUASI-JUDICIAL: PUBLIC HEARING: Resolution 2024-09: Approving the application for site plan approval to construct a private club and associated outdoor recreational facilities with ancillary Club Café, retail, and events within in a residential low (rl-3) zoning district, located approximately 2,300 feet south of the intersection of Melaleuca Lane and Haverhill Road on the east side at 5208 S. Haverhill Road (with a future address of 5200 S. Haverhill Road), as requested by the petitioner, Michael Miles, agent for the owner, the Pickleball Club; providing for repeal of conflicting resolutions; and providing for an effective date. - Gionni Gallier, Senior Planner.

13. Ordinance 2023-18: First Reading: Annexing one (1) parcel of land totaling approximately 0.014 acres, located approximately 986 feet east of south Jog Road, at 6297 Lake Worth Road, as requested by the petitioner, Palm Beach County Board of County Commissioners; providing for redefining the boundary lines of the City of Greenacres to include the subject property in the City's official boundary map; providing for repeal of conflicting ordinances; providing for severability; and providing for an effective date. - Denise Malone, Director of Development and Neighborhood Services.

14. Ordinance 2023-21: First Reading: Annexing three parcels of land totaling approximately 12.86 acres, located approximately 1,750 feet east of Sherwood Forest Boulevard and 370 feet south of Melaleuca Lane, at 4901 and 4977 South 56th Terrace and the adjacent Lake Worth Drainage District parcel as requested by petitioner, the Development & Neighborhood Services Department, agent for the owners, the City of Greenacres and the Lake Worth Drainage District (LWDD); providing for redefining the boundary lines of the City of Greenacres to include the subject property in the City's official boundary map; providing for repeal of conflicting ordinances; providing for severability; and providing for an effective date. - Denise Malone, Director Development and Neighborhood Services.

DISCUSSION ITEM

15. Form 6 Litigation - Tanya Early, City Attorney.

16. Political Signs. - Paula Bousquet, Councilmember District 5.

COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

CITY MANAGER'S REPORT

- [17.](#) Community and Recreation Services Report.
- [18.](#) Development and Neighborhood Services Report.
- [19.](#) Economic Development Report.
- [20.](#) Finance Report.
- [21.](#) Fire Rescue Report.
- [22.](#) Information Technology Report.
- [23.](#) Palm Beach Sheriff's Office, District 16 Report.
- [24.](#) Public Works Report.
- [25.](#) Purchasing Report.
- [26.](#) Youth Programs Report.

CITY ATTORNEY'S REPORT**MAYOR AND CITY COUNCIL REPORT****ADJOURNMENT****Upcoming Council Meetings**

March 4, 2024.

March 18, 2024.

Meeting Records Request

Any person requesting the appeal of a decision of the City Council will require a verbatim record of the proceedings and for that purpose will need to ensure that such verbatim record is made. Pursuant to FS. 286.0105, the record must include the testimony and evidence upon which the appeal is to be based. The City of Greenacres does not prepare or provide such verbatim record.

Notice of Council Meetings and Agendas

The first and third Monday of each month are regular meeting dates for the City Council; special or workshop meetings may be called, whenever necessary. Council Agendas are posted on the City's website on the Friday prior to each Council meeting. A copy of the meeting audio and the complete agenda may be requested at CityClerk@greenacresfl.gov or 561-642-2006.

Americans with Disabilities Act

In accordance with the provisions of the Americans with Disabilities Act (ADA), this document can be made available in an alternate format upon request. Special accommodations can be provided upon request with three (3) days advance notice of any meeting, by contacting City Clerk Quintella Moorner at Greenacres City Hall, 5800 Melaleuca Lane, Greenacres, Florida. Phone No. 561-642-2006. Hearing Assistance: If any person wishes to use a Listen Aid Hearing Device, please contact the City Clerk prior to any meeting held in the Council Chambers.



CITY COUNCIL SPECIAL MEETING

City of Greenacres, Florida

Monday, January 08, 2024 at 6:00 PM
City Hall Council Chambers | 5800 Melaleuca Lane

MINUTES

Mayor and City Council

- Joel Flores, Mayor
- Peter A. Noble, Deputy Mayor
- John Tharp, Councilmember, District I
- Judith Dugo, Councilmember District III
- Susy Diaz, Councilmember, District IV
- Paula Bousquet, Councilmember, District V

Administration

- Andrea McCue, City Manager
- Christy Goddeau, City Attorney
- Glen J. Torcivia, City Attorney
- Tanya Earley, City Attorney
- Quintella Moorer, City Clerk

CALL TO ORDER AND ROLL CALL

Deputy Mayor Noble called the meeting to order at 6PM and City Clerk Moorer called the roll. Mayor Flores was absent.

PLEDGE OF ALLEGIANCE

AGENDA APPROVAL

Motion made by Councilmember Dugo, Seconded by Councilmember Diaz to approve the agenda.

Voting Yea: Deputy Mayor Noble, Councilmember Tharp, Councilmember Dugo, Councilmember Diaz, and Councilmember Bousquet.

COMMENTS FROM THE PUBLIC FOR AGENDA ITEMS ONLY

None.

SPECIAL BUSINESS

- 1. Proclamation:** Blue Star Mother's Day, February 1, 2024. - Amber Rose.

Ms. Moorer read the proclamation by title.

Ms. Rose thanked the Council and suggested banners be displayed in the City to honor veteran's.

Photos were taken.

CONSENT AGENDA

- 2. Official Council Meeting:** City Council Meeting, December 4, 2023. - Quintella L. Moorer, City Clerk.

- 3. Resolution 2024-01:** Authorizing a temporary construction easement for the expansion of Palm Beach County Water Utilities Lift Station Number 5015; and providing for an effective date. - Carlos Cedeno, Director of Public Works.
- 4. Resolution 2024-02:** Authorizing Amendment 002 of the Fiscal Year 2023-2024 Community Development Block Grant (CDBG) Agreement R2022-1209 for Phase 1 Lift Station Original Section Sewer Project; and providing for an effective date. - Carlos Cedeno, Director of Public Works.
- 5. Resolution 2024-03:** Authorizing the Interlocal Agreement (Exhibit "A") between the City of Greenacres and the School Board of Palm Beach County for the Mutual Use of Recreational Facilities; authorizing the appropriate City Officials to execute the Interlocal Agreement and to effectuate the terms of the agreement. - Michele Thompson, Director of Community and Recreation Services.
- 6. Resolution 2024-04:** Approving renewal of the New World ERP software maintenance agreement between the City of Greenacres and Tyler Technologies; authorizing the appropriate City Officials to execute the agreement; and providing for an effective date. - Georges Bayard, Information Technology Director.
- 7. Resolution 2024-05:** Approving the renewal of the website hosting and support agreement between the City of Greenacres and CivicPlus; authorizing the appropriate City Officials to execute the agreement; and providing for an effective date. - Georges Bayard, Information Technology Director.
- 8. Resolution 2024-06:** Providing notice of the 2024 Municipal election to be held on March 19, 2024, pursuant to the City's Charter and Florida Statutes; approving the calendar year 2024 agreement for vote processing equipment use and election services with the Palm Beach County Supervisor of Elections; designating the County Canvassing Board as the City's Canvassing Board for the March 2024 election; and providing for an effective date. - Quintella L. Moorner, City Clerk.

Motion made by Councilmember Bousquet, Seconded by Councilmember Dugo to approve the Consent Agenda.

Voting Yea: Deputy Mayor Noble, Councilmember Tharp, Councilmember Dugo, Councilmember Diaz, and Councilmember Bousquet.

REGULAR AGENDA

- 9. PUBLIC HEARING: Ordinance 2023-15: Second Reading:** Amending Chapter 5 of the City of Greenacres Code of Ordinances entitled, " Fire Prevention and Protection." Section 5-3 entitled "Adoption of the Fire Prevention Code." to adopt the Florida Fire Prevention Code 8th Edition, together with the local amendment, thereto, as set forth in Exhibit "A" and as conformed to the City's operation standards; providing for repeal of conflicting ordinances, severability, inclusion in Code, and an effective date. - Brian Fuller, Fire Rescue Chief.

Ms. Moorner read the ordinance by title.

Chief Fuller stated no changes were made since the First Reading.

Staff recommended approval.

Motion made by Councilmember Bousquet, Seconded by Councilmember Tharp to approve Ordinance 2023-15 on Second Reading.

Voting Yea: Deputy Mayor Noble, Councilmember Tharp, Councilmember Dugo, Councilmember Diaz, and Councilmember Bousquet.

10. PUBLIC HEARING: Ordinance 2023-19: Second Reading: Amending the City of Greenacres' Budget for the fiscal year beginning October 1, 2023, and ending September 30, 2024, inclusive; providing for repeal of conflicting ordinances; providing for severability; and providing for an effective date. - Teri Lea Beiriger, Director of Finance and Todd Taylor, Budget Manager.

Ms. Moorer read the ordinance by title.

Mr. Taylor stated no changes had been made since the First Reading.

Staff recommended approval.

Motion made by Councilmember Diaz, Seconded by Councilmember Bousquet to approve Ordinance 2023-19 on Second Reading.

Voting Yea: Deputy Mayor Noble, Councilmember Tharp, Councilmember Dugo, Councilmember Diaz, and Councilmember Bousquet.

11. PUBLIC HEARING: Ordinance 2023-20: Second Reading: Approving the lease of City-owned property with the Florida Department of Health; providing for a repeal of conflicting ordinances, severability and an effective date. - Andrea McCue, City Manager.

Ms. Moorer read the ordinance by title.

Ms. McCue stated no changes had been made since the First Reading.

Staff recommended approval.

Motion made by Councilmember Tharp, Seconded by Councilmember Dugo to approve Ordinance 2023-20 on Second Reading.

Voting Yea: Deputy Mayor Noble, Councilmember Tharp, Councilmember Dugo, Councilmember Diaz, and Councilmember Bousquet.

12. Resolution 2024-07: Approving the agreement between the City of Greenacres and MJC Land Development, LLC., for demolition, replacement of existing road, installation of roadside drainage structures and pipe, grading and sod of dry detention, filling of canal, and construction of 72" RCP drainage pipe and 8x8x12 structures to replace canal, canal bypass work, dewatering, paving, striping and signage, sidewalk, and other work incidental thereto; authorizing the appropriate City Officials to execute the agreement; providing for an effective date. - Monica Powery, Director of Purchasing.

Ms. Moorer read the resolution by title.

Ms. Powery stated Staff evaluated the proposals and recommended award to MJC Land Development LLC, as the lowest responsive, responsible bidder for Bid No. 24-006 Chicksaw Road Replacement and L-11 Canal Piping.

Motion made by Councilmember Bousquet, Seconded by Councilmember Tharp to approve Resolution 2024-07.

Voting Yea: Deputy Mayor Noble, Councilmember Tharp, Councilmember Dugo, Councilmember Diaz, and Councilmember Bousquet.

13. Ratification of the Planning and Zoning Board of Appeals Board: Reappointing Joan Hayes and Betty Litowsky to serve another three (3) year term. - Andrea McCue, City Manager.

Ms. McCue recommended re-appointing Ms. Hayes and Ms. Litowsky to serve another three (3) year term.

Motion made by Councilmember Bousquet, Seconded by Councilmember Dugo to approve re-appointment of Ms. Hayes and Ms. Litowsky.

Voting Yea: Deputy Mayor Noble, Councilmember Tharp, Councilmember Dugo, Councilmember Diaz, and Councilmember Bousquet.

DISCUSSION ITEM

14. Form 6 Full Disclosure of Financial Interest. - John Tharp, Councilmember.

Councilmember Tharp suggested the City offer accountant services for the Council to prepare for the upcoming Form 6 requirements. After discussion, most of Council agreed to set up a Form 6 Special Meeting lead by our City Attorney to assist Council with any questions and/or directions. Councilmember Diaz felt that the State had provided so much information regarding the subject she did not see the need to have a special meeting to reiterate the same information that was currently available. The consensus was 4-1 (Diaz opposing.)

COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Ms. Lisa Smith, representative of the Palm Beach Section of the National Council of Jewish Women. She stated that January was National Human Trafficking Prevention Month. She educated the Council on the issue with human trafficking. Ms. Smith said she was reaching out to Cities and Leaders to educate minors of possible threats. She provided handouts.

CITY MANAGER'S REPORT

Ms. McCue reminded the Council that the January 15 Council meeting was cancelled due to the Martin Luther King holiday. The next Council meeting was scheduled for February 5, 2024 and the Artzy Event was scheduled for January 27, 2024 at City Hall.

She also congratulated Ms. Moorer on obtaining her Master Municipal Clerk (MMC) designation.

CITY ATTORNEY'S REPORT

None.

MAYOR AND CITY COUNCIL REPORT

Deputy Mayor Noble, stated the Fiesta de Pablo event was a huge success and greatly attended.

Councilmember Diaz, stated the Fiesta de Pablo was a lovely event and she also thanked Ms. Michele Thompson, Director of Community and Recreation Services and her team for always being a part, even if they are not the direct host of the event. She thanked Fire and Police also.

Councilmember Dugo, thanked all of Greenacres Staff for their continued hard work.

Councilmember Tharp, stated the roundabout at Swain was great and Staff did an amazing job.

ADJOURNMENT

6:39PM.

Joel Flores
Mayor

Quintella Moorer, CMC
City Clerk

Date Approved: _____



ITEM SUMMARY

MEETING DATE: February 5, 2024
FROM: Teri Lea Beiriger, Finance Director, Department of Finance
SUBJECT: Resolution No. 2024-10 Release of Liens for Solid Waste Collection

BACKGROUND

Section 15-30, City of Greenacres Code, provides for the imposition of liens upon residential properties for the non-payment of City solid waste bills. Section 15-32, City of Greenacres Code, provides for release of the liens when accounts are paid in full.

ANALYSIS

Six (6) liens on three (3) solid waste accounts totaling \$973.43 have been paid in full. The attached Resolution No. 2024-10 releases those six (6) liens on three (3) solid waste accounts.

FINANCIAL INFORMATION

Liens amounting to \$973.43 have been paid in full and are proposed for release.

LEGAL

The resolution has been prepared in accordance with all applicable City regulations.

STAFF RECOMMENDATION

Approval of Resolution No. 2024-10.

RESOLUTION NO. 2024-10**A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, SATISFYING CERTAIN LIENS IMPOSED AGAINST RESIDENTIAL PROPERTY, PURSUANT TO SECTION 15-31, CITY OF GREENACRES CODE.**

WHEREAS, the City Council of Greenacres, Florida, adopted Resolutions contained in the list, attached hereto as Exhibit "A", imposing liens upon certain residential properties for the owners' failure to pay for the collection and disposal of garbage, recyclable materials and vegetative waste as required by Section 15-26, City of Greenacres Code; and

WHEREAS, the owners of the residential properties contained in Exhibit "A", have brought their accounts current for the payment of the debts and charges for the collection and disposal of garbage, recyclable materials and vegetative waste, plus applicable interest, and administrative fees.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, THAT:

SECTION 1. Under the terms of Section 15-32, City of Greenacres Code, residential properties contained in the list supplied by the Finance Department of Greenacres, Florida, attached to this Resolution as Exhibit "A", have satisfied their imposed liens as recorded with the Clerk of the Circuit Court in and for Palm Beach County, Florida, in Official Records Book.

SECTION 2. This Resolution shall be recorded in the Public Records of Palm Beach County, Florida, and shall have the effect of releasing said liens against those residential properties contained in the list attached hereto as Exhibit "A" only.

RESOLVED AND ADOPTED this 5th of day of February 2024.

Voted:

Joel Flores, Mayor

Peter Noble, Deputy Mayor

Attest:

Voted:

Quintella Moorer, City Clerk

John Tharp, Council Member, District I

Voted:

Judith Dugo, Council Member, District III

Voted:

Susy Diaz, Council Member, District IV

Voted:

Paula Bousquet, Council Member, District V

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: February 5, 2024
FROM: City Attorney
SUBJECT: Appointment and Agreement for Special Magistrate

BACKGROUND

This item seeks the appointment of an alternative special magistrates for the Code Compliance Division and approval of an amended agreement with for magistrate services.

ANALYSIS

The City’s Code Compliance program utilizes a special magistrate to hear code compliance cases consistent with the City’s Code Compliance ordinance set forth in Article VIII of Chapter 2 of the City’s code of ordinances and for other purposes as may be necessary.

The City Council previously appointed Florida attorney Myrnabella Roche as its primary special magistrate and Amity “Mitty” Barnard as its alternate special magistrate. However, on January 11, 2024, Ms. Roche gave notice of her resignation, creating a need for additional alternate special magistrates while the City seeks a permanent replacement for Ms. Roche.

The law firm of Keith Davis & Associates, P.A., employs attorneys, including but not limited to Ms. Barnard and Keith Davis, who are qualified to serve as a special magistrate under section 2-288 of the City’s code of ordinances.

The City Attorney’s Office recommends that the professional services agreement approved pursuant to Resolution 2022-63 be amended to allow Ms. Barnard, Mr. Davis, and any other attorney from the law firm of Davis & Associates, P.A., to provide special magistrate services, and that the foregoing attorneys be appointed as alternate special magistrates. The proposed magistrate schedule for calendar year 2024 is with Ms. Barnard and Mr. Davis providing coverage for each monthly hearing.

FINANCIAL INFORMATION

The proposed amendment to the agreement for special magistrate services allows for any attorney with the law firm of Davis & Associates, P.A., to serve as an alternate special magistrate. The hourly rate is unchanged as follows: \$175 with a two-hour minimum for hearings. Travel time is not authorized under the agreement.

LEGAL

City Attorney has reviewed the item and all supporting documents for legal sufficiency and compliance.

STAFF RECOMMENDATION

Recommend approval of Resolution No. 2024-___ appointing Ms. Barnard, Mr. Davis, and all attorneys of the law firm of Davis & Associates, P.A., as alternate special magistrates and authorizing the execution of an amended engagement agreement for the services of the same.

RESOLUTION NO. 2024-11

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, APPOINTING AN ALTERNATE SPECIAL MAGISTRATE AND APPROVING AN AMENDED AGREEMENT WITH THE LAW FIRM OF DAVIS & ASSOCIATES, P.A., FOR THE PROVISION OF ALTERNATE SPECIAL MAGISTRATE SERVICES FOR CODE COMPLIANCE HEARINGS PURSUANT TO SECTION 2-288 OF THE CITY'S CODE OF ORDINANCES; AUTHORIZING THE CITY MANAGER TO EXECUTE SAID AGREEMENT; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City's Code Compliance program utilizes a special magistrate to hear code compliance cases consistent with the City's Code Compliance ordinance set forth in Article VIII of Chapter 2 of the City's code of ordinances and for other purposes as necessary; and

WHEREAS, pursuant to Resolution No. 2022-63, the City entered into a professional services agreement with the law firm of Davis & Associates, P.A., to appoint Amity "Mitty" Barnard as an alternate special magistrate under section 2-288 of the City's code of ordinances; and

WHEREAS, the City is in need of additional attorneys to serve in such capacity; and

WHEREAS, Davis & Associates, P.A., employs attorneys, including but not limited to Ms. Barnard and Keith Davis, who are admitted to The Florida Bar and qualified to serve as special magistrates under section 2-288 of the City's code of ordinances; and

WHEREAS, the City seeks to amend the professional services agreement adopted pursuant to Resolution No. 2022-63 to allow Ms. Barnard, Mr. Davis, and any other attorney from Davis & Associates, P.A., to provide special magistrate services to the City; and

WHEREAS, the City Council has determined that amending the professional services agreement is in the best interest of the City and serves a valid public purpose.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, THAT:

Resolution No. 2024-11 | Alternate Special Magistrates

Page No. 2

SECTION 1. The foregoing recitals are incorporated into this Resolution as true and correct statements and findings of the City Council of the City of Greenacres.

SECTION 2. The City Council appoints Keith Davis, Esq., and any other attorney from the law firm of Davis & Associates, P.A., as the City's alternate special magistrates and authorizes the City Manager to execute an amended professional services agreement to that effect.

SECTION 3. This Resolution shall be effective upon its adoption.

[Signatures follow on the next page.]

RESOLVED AND ADOPTED this 5th day of February 2024

Joel Flores, Mayor

Voted:
Peter Noble, Deputy Mayor

Attest:

Quintella Moorer, City Clerk

Voted:
John Tharp, Council Member, District I

Voted:
Judith Dugo, Council Member, District III

Voted:
Susy Diaz, Council Member, District IV

Voted:
Paula Bousquet, Council Member, District V

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: February 5, 2024

FROM: Teri Lea Beiriger, Finance Director, Finance Department

SUBJECT: False Burglar Alarms Write-off

BACKGROUND

Section 4-20, City of Greenacres Code, previously provided for Greenacres Public Safety to respond to burglar alarms and invoice for excessive false alarms. Ordinance 2016-06 amended this code, providing for the contract with the Palm Beach Sheriff Office (PBSO) to respond to all law enforcement dispatched calls, and no longer a City obligation.

ANALYSIS

Six (6) invoices, among three (3) customers, totaling \$4,520.00 remain outstanding since the PBSO contract became effective. These invoices date back to the period of FY2015 - 2016. The City cannot take any other collection efforts against the customers and requests approval to write-off the outstanding balances of \$4,520.00.

FINANCIAL INFORMATION

Attached is a copy of the aging report.

LEGAL

The memo has been prepared in accordance with applicable City Code requirements.

STAFF RECOMMENDATION

Approval of False Burglar Alarm write-offs.



ITEM SUMMARY

MEETING DATE: February 5, 2024

FROM: Teri Lea Beiriger, Finance Director, Finance Department

SUBJECT: Miscellaneous Billing Write-off

BACKGROUND

Pursuant to Chapter 5, Fire Prevention and Protection of the City of Greenacres Code of Ordinance, the fire marshal shall inspect all commercial premises on an annual basis and invoice according to the Fire Prevention Fee Schedule. Customer #7306, Mobil Station, located at 5050 Lake Worth Road was repeatedly invoiced according to the Fire Prevention Fee Schedule for annual fire inspections from 2015 through 2018, along with multiple re-inspections during the same timeframe.

ANALYSIS

Customer #7306, Mobil Station, located at 5050 Lake Worth Road is out of business. The City cannot take any other collection efforts against the business owner and requests approval to write-off the outstanding balance of \$309.50.

FINANCIAL INFORMATION

Attached is a copy of the aging report and correspondence with the Business Tax Receipt Coordinator.

LEGAL

The memo has been prepared in accordance with applicable City Code requirements.

STAFF RECOMMENDATION

Approval to write-off the outstanding balance of \$309.50 for the remaining balance on Customer #7306, located at 5050 Lake Worth Rd.



ITEM SUMMARY

MEETING DATE: February 5, 2024

FROM: Denise Malone, AICP, Development and Neighborhood Services Director

SUBJECT: **Resolution 2024-08, SE-23-02**
The Pickleball Club

BACKGROUND

The applicant, Michael Miles, agent for The Pickleball Club is requesting a Special Exception approval of a Private Club with associated outdoor recreational facilities, and ancillary club café, retail, and events within the Residential Low (RL-3) zoning district. In the RL-3 Zoning District, a Private Club is only permitted by Special Exception approval of the City Council. The subject site is located approximately 2,300 feet south of the intersection of Melaleuca Lane and Haverhill Road on the east side at with a future address of 5200 S Haverhill Road.

ANALYSIS

Associated Site and Development plan approvals are being sought concurrently. The architectural design of the new Private Club is consistent with the surrounding environment, offering a visually appealing and harmonious experience. Improvement to pedestrian and vehicular access will be constructed to connect to the public sidewalk system on South Haverhill Road.

The Development Review Committee reviewed this proposal and recommended approval, followed by the Planning and Zoning Board of Appeals which recommended approval by a vote of 5-0 at their meeting on January 11, 2024.

The proposal has satisfied the Special Exception criteria and findings of fact as indicated in the staff report with six (6) conditions of approval. Specifically, the proposed use will not create a nuisance factor detrimental to the adjacent and nearby properties since it will provide enhanced landscaping, it is compatible with the existing character of this commercial area, the use has been reviewed by staff for automobile, pedestrian, and fire safety, and the proposed use meets all applicable Code requirements and maintains safe and efficient traffic at this site, as reviewed by the City’s Traffic Consultant.

FINANCIAL INFORMATION

N/A

LEGAL

Resolution 2024-08 was prepared in accordance with all applicable State statutes and City Code requirements.

STAFF RECOMMENDATION

Approval of SE-23-02 through the adoption of Resolution 2024-08.

RESOLUTION NO. 2024-08

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, APPROVING THE PETITION FOR A SPECIAL EXCEPTION TO ALLOW A PRIVATE CLUB AND ASSOCIATED OUTDOOR RECREATIONAL FACILITIES WITH ANCILLARY CLUB CAFÉ, RETAIL, AND EVENTS WITHIN RESIDENTIAL LOW (RL-3) ZONING DISTRICT LOCATED APPROXIMATELY 2,300 FEET SOUTH OF THE INTERSECTION OF MELALEUCA LANE AND HAVERHILL ROAD ON THE EAST SIDE AT 5208 S. HAVERHILL ROAD (WITH A FUTURE ADDRESS OF 5200 S. HAVERHILL ROAD), AS REQUESTED BY THE PETITIONER, MICHAEL MILES, AGENT FOR THE OWNER, THE PICKLEBALL CLUB; PROVIDING FOR REPEAL OF CONFLICTING RESOLUTIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Michael Miles, hereafter “Petitioner”, as agent for the owner The Pickleball Club, LLC has submitted a petition for a Special Exception approval to allow a Private Club, associated outdoor recreational facilities, and ancillary club café, retail, and events within Residential Low (RL-3) zoning district, located at 5208 S. Haverhill Road (with a future address of 5200 S Haverhill Road), pursuant to Section 16-304 (7), Residential Low (RL-3) regulations of the Zoning Code; and

WHEREAS, the Petitioner presented this matter to the Development Review Committee of the City of Greenacres which provided comments to the Development and Neighborhood Department which, in turn, recommended approval of the Special Exception to allow a Private Club, associated outdoor recreational facilities, and ancillary club café, retail, and events within Residential Low (RL-3) zoning district, with the conditions identified in the Development and Neighborhood Services Staff Report and Recommendation, Exhibit “A” dated January 5, 2024, as revised; and

WHEREAS, the Planning and Zoning Board of Appeals reviewed the petition in a public hearing on January 11, 2024, for compliance with the Special Exception Criteria as indicated

by the Findings of Fact contained in the Development and Neighborhood Services Staff Report and Recommendation and has found that the project is in compliance with said criteria; and

WHEREAS, the Planning and Zoning Board of Appeals made a recommendation on the petition to the City Council for approval; and

WHEREAS, this matter has been presented to the City Council for final approval, and the Council has voted to approve to allow a Private Club, associated outdoor recreational facilities, and ancillary club café, retail, and events within Residential Low (RL-3) zoning district, district subject to the conditions stipulated in the Development and Neighborhood Department Report.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, THAT:

SECTION 1. The Petition, (SE-23-02), a Special Exception to allow a Private Club, associated outdoor recreational facilities, and ancillary club café, retail, and events within Residential Low (RL-3) zoning district, is hereby approved. Any applicants, successors or assigns shall require a new special exception application for review and approval by the City if the franchise vacates the location. New users shall be required to address the criteria for the special exception.

SECTION 2. The approval of Petition SE-23-02 is subject to all conditions contained in the Development and Neighborhood Department Staff Report and Recommendation, Exhibit "A", dated January 5, 2024, as revised (attached) for real property as follows:

Legal Description

PCN: 18-42-44-36-08-007-0050

A parcel of land lying and being in Palm Beach County, Florida, more particularly described as follows: The West 139.94 feet more or less of the North 165 feet of the South 1/2 of Tract 7 in the Northwest 1/4 of Section 36, Township 44 South, Range 42 East, as described, as recorded in Plat Book 3, Page 10, Public Records of Palm Beach County, Florida. Subject to an easement over the South 10 feet thereof.

TOGETHER WITH road right of way over and across the East 15 feet of the North 1/2 of Tract 7 across the East 15 feet of all of Tract 6, both tracts being in the Northwest 1/4 of Section 36, Township 44 South, Range 42 East, as in Deed recorded in Official Record Book 108, Page 437, Palm Beach County, Florida, Public Records.

TOGETHER WITH an easement for road right of way purposes over and across the following: The South 10 feet of the East 528 feet of the North 165 feet of the South 1/2 of Tract 7; over the East 15 feet of the North 165 feet of the South 1/2 of Tract 7; and over the North 10 feet of the South 165 feet of the South 1/2 of Tract 7 in said Northwest 1/4 of Section 36.

TOGETHER WITH an additional easement for road right of way purposes over and across the following: Beginning at the Northwest corner of the South 1/2 of Tract 7 in the Northwest 1/4 of Section 36; thence go South along the West line of said South 1/2 of Tract 7 a distance of 165 feet to the POINT OF BEGINNING; thence continue South 16.61 feet to the Northwest corner of tract deeded to Joseph J. Brusca and wife in Official Record Book 1355, Page 367; thence Easterly 667 feet more or less to the East line of the South 1/2 of Tract 7, thence Northerly along said East line 15.41 feet to the Southeast corner of tract deeded to William J. Haluska and wife in Official Record Book 776, page 238; thence Westerly 667 feet more or less to the POINT OF BEGINNING. Said easements intended to benefit all owners of lands in the South 1/2 of Tract 7 in the Northwest 1/4 Section 36, Township 44 South, Range 42 East, Palm Beach County, Florida.

PCN: 18-42-44-36-08-007-0030

The East 528 feet of the north 165 feet of the south 1/2 of Tract 7, in the Northwest 1/4 of Section 36, Township 44 South, Range 42 East, according to the Plat recorded in Plat Book 3, page 10, as recorded in the Public records of Palm Beach County, Florida; said land situate, lying and being in Palm Beach County, Florida.

PCN: 18-42-44-36-08-007-0060

A parcel of land located in the South Half (S 1/2) of Tract seven (7), in the Northwest Quarter (NW 1/4) of Section 36, Township 44 South, Range 42 East, According to the Map or Plat thereof recorded in Plat Book 3, Page 10, Public Records of Palm Beach County, Florida, more particularly described as follows:

Beginning at the Northwest corner of the South Half (S 1/2) of Tract 7; thence go South along the West line of the said South half (S 1/2) of Tract 7, a distance of 165 feet to the point of beginning; thence continue South a distance of 16.61 feet to the Northwest corner of the Tract of Land deeded to Jospeh J. Brusca and Constance E. Brusca, his wife, in O.R. Book 1355, Page 367; thence run easterly 667 feet, more or less, to the East line of said Tract 7; thence run northerly along the east line of said Tract 7, a distance of 15.41 feet to the Southeast corner of the Tract of land deeded to William J. Haluska and Barbara S. Haluska, his wife, in O.R. Book 776, Page 238; thence run westerly 667 feet, more or less, to the westerly line of said Tract 7 and the point of beginning.

PCN: 18-42-44-36-08-007-0040

A parcel of land located in the South Half (S 1/2) of Tract Seven (7), in the Northwest Quarter (NW 1/4) of Section 36, Township 44 South, Range 42 East, according to the Map or Plat thereof recorded in Plat Book 3, Page 10, Public Records of Palm Beach County, Florida, more particularly described as follows:

Beginning in the Southwest corner of the South Half (S 1/2) of Tract 7, the point of beginning of the tract herein described; thence run Northerly a distance of 165 feet to a point; thence run easterly a distance of 264 feet to a point; thence run Southerly a distance of 165 feet to a point on the South line of the South Half (S 1/2) of Tract 7; thence run Westerly a distance of 264 feet to the Point of Beginning.

PCN: 18-42-44-36-08-007-0020

The East 403.94 feet of the South 165 feet of Tract 7, in the Northwest 1/4 of Section 36, Township 44 South, Range 42 East, according to the Plat thereof on file in the Office of the Clerk of the Circuit Court in and for Palm Beach County, Florida, in Plat Book 3, Page 10.

Together with an undivided one-half interest in and to that certain easement for road right of way purposes more particularly described as follows:

Beginning at the Northwest corner of the South 1/2 of said Tract 7, thence go South along the West line of said South 1/2 Tract 7 a distance of 165 feet to the Point of Beginning; thence continue South a distance of 16.61 feet to the Northwest corner of the tract of land deeded to Joseph J. Brusca and Constance E. Brusca, his wife, in Official Record Book 1355, Page 367, thence Easterly 667 feet, more or less, to the East line of said Tract 7; thence run Northerly along the East line of said Tract 7 a distance of 16.41 feet to the Southeast corner of the tract of land deeded to Willam J. Haluska and Barbara S. Haluska, his wife, in Official Record Book 776, Page 238; thence run Westerly 667 feet, more or less, to the Westerly line of said Tract 7 and the Point of Beginning.

CONTAINING A TOTAL OF 4.94 ACRES MORE OR LESS.



Subject site outlined in red dashed lines

SECTION 3. All resolutions in conflict herewith are hereby repealed.

SECTION 4. This resolution shall be effective upon its adoption subject to the conditions of Petition SE 23-02 as follows and those per Resolution 2024-09 (SP-23-05).

1. The most stringent requirements of this staff report “Development Review Committee Staff Report and Recommendations dated January 5, 2024” and Exhibit "D" Conceptual Site Plan, stamp-dated December 12, 2023, as hereafter defined shall apply. (Planning & Zoning)
2. Site and development plan approval shall be required prior to issuance of development permits. (Planning and Zoning)
3. The Special Exception is limited to a Private Pickleball Club Recreational use. Changes to another Club use or expansion of the Private Pickleball Club use will require a modified and/or new Special Exception. (Planning and Zoning)
4. Non-compliance with any of the conditions of approval will result in withholding of building permits or a Certificate of Occupancy. (Planning & Zoning)
5. Approval of this Special Exception renders all previously issued Special Exceptions for this property null and void. (Planning & Zoning)

RESOLVED AND ADOPTED this 5th of day of February, 2024

Joel Flores, Mayor

Voted:
John Tharp, Council Member, District I

Attest:

Quintella Moorer, City Clerk

Voted:
Peter Noble, Deputy Mayor

Voted:
Judith Dugo, Council Member, District III

Voted:
Susy Diaz, Council Member, District IV

Voted:
Paula Bousquet, Council Member, District V

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney

SE-23-02 (Res 2024-08)
Exhibit "A"
January 5, 2024 for PZBA

Revised: 01/11/2024

	DEVELOPMENT & NEIGHBORHOOD SERVICES STAFF REPORT AND RECOMMENDATION
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Subject/Agenda Item:

Resolution 2024-08: SE-23-02 Special Exception for a Private Club for The Pickleball Club
Consideration of Approval: A request from Michael Miles, agent for The Pickleball Club, for Special Exception approval of a Private Club with associated outdoor recreational facilities, and ancillary club café, retail, and events within Residential Low (RL-3) zoning district. The subject site is located approximately 2,300 feet south of the intersection of Melaleuca Lane and Haverhill Road on the east side with a future address of 5200 S Haverhill Road.

Recommendation to APPROVE
 Recommendation to DENY

Quasi-Judicial
 Legislative
 Public Hearing

Originating Department: Planning & Engineering Project Manager _____ Gionni Gallier, Senior Planner	Reviewed By: Director of Development & Neighborhood Services (DNS) _____ Denise Malone, AICP, Director DNS
Approved By: City Manager _____ Andrea McCue	Public Notice: <input checked="" type="checkbox"/> Required <input type="checkbox"/> Not Required Date: 12/28/23 Paper: Lake Worth Herald Mailing <input checked="" type="checkbox"/> Required <input type="checkbox"/> Not Required

Attachments: Aerial Resolution 2024-08	City Council Action: <input type="checkbox"/> Approval <input type="checkbox"/> Approve with conditions. <input type="checkbox"/> Denial <input type="checkbox"/> Continued to: _____
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I. Executive Summary

A Special Exception request from the applicant for approval of a Private Club with associated outdoor recreational facilities, and ancillary club café, retail, and events within Residential Low -3 (RL-3) zoning district. In the RL-3 Zoning District, a Private Club is permitted subject to Special Exception approval by City Council.

The project consists of a building with a 16 indoor court facility with a second floor mezzanine, 3 outdoor pickleball courts and 2 outdoor bocce ball courts. The subject site is located approximately 2,300 feet south of the intersection of Melaleuca Lane and Haverhill Road on the east side. An associated Site Plan approval is being sought concurrently.

II. Site Data:

Existing Use: Vacant residential

Proposed Use: Private Club with associated outdoor recreational facilities

Parcel Control Number(s) : 18-42-44-36-08-007-0050
 18-42-44-36-08-007-0040
 18-42-44-36-08-007-0030
 18-42-44-36-08-007-0020

Parcel Size: 4.94 acres (215,329 S.F)

Existing Future Land Use Designation: Residential Low Density (RS-LD)

Existing Zoning District: Residential Low-3 (RL-3)

Table 1: Surrounding Existing Land Use, Future Land Use, Zoning District: Subject Parcel and Plaza			
Direction	Existing Land Use	Future Land Use	Zoning District
<i>North</i>	Tradewinds Middle School	Public Institutional (PI)	Government Use (GU)
<i>South</i>	Diamond View Elementary School	Public Institutional (PI)	Government Use (GU)
<i>East</i>	Tradewinds Middle School	Public Institutional (PI)	Government Use (GU)
<i>West</i>	Nautica Isles PUD	Residential- Low Density (RS-LD)	Residential Low-3 (RL-3)

III. Annexation/Zoning History:

The subject 4.94-acre property was annexed into the City of Greenacres in 2007 through an Interlocal Agreement with Palm Beach County (ANX-07-05) (City of Greenacres Resolution 2007-43). The Zoning Change (ZC-09-10) was approved by City Council on January 19, 2010 through the adoption of Ordinance 2009-34 that approved a City of Greenacres Residential Low-

3 (RL-3) zoning designation from PBC Residential Single-Family (PBC RS). The site received a Future Land Use designation of Residential- Low Density (RS-LD) through a Comprehensive Plan Amendment (CPA-09-11) from PBC Medium Residential 5 (PBC, MR 5) through the adoption of Ordinance 2009-33 on January 19, 2010. The site originally consisted of four individual parcels, two of which were developed with single-family homes. The other two parcels are currently vacant.

The first single family home located on 4900 52nd Court is approximately 2,481 square feet, which was built in 1977. The second home located on 5208 Haverhill Road is approximately 1,616 square feet and was built in 1965, according to Palm Beach County Property Appraiser. On November 16, 2020, a Special Exception for a Private High School (SE-20-01), a Special Exception for a House of Worship (SE-20-02) and a Site and Development Plan approval (SP-20-01) were approved.

A concurrent petition for a Special Exception for a Private Club (SE-23-02) is being processed with the Site and Development Plan (SP-23-05).

IV. Applicable Code Provisions:

- Sec. 16-171 through 178 pertaining to Special Exception.
- Sec. 16-304 (7) pertaining to Private Clubs.
- Sec. 16-301 through 16-330 pertaining to the RL zone.
- Sec. 16-1266 through 16-1312 pertaining to landscaping.
- Sec. 16-1331 through 16-1340 pertaining to off-street parking.

V. Summary of Proposed Development Concept Plan Details:

Plan Details: The petitioner's Conceptual Site Layout Plan (stamp-dated June 20, 2023) depicts the following:

1. Total land area of 215,2329sq.ft. (4.94 acres).
2. A total proposed building floor area of 41,969 square feet for the Private Club.
3. 172 parking spaces including six (6) handicap spaces on site.
4. One vehicular and pedestrian ingress/ egress access points to Haverhill Road.
5. Building floor plans and elevations.
6. Landscape Plan.
7. Dumpster and Recycling area with masonry wall enclosure and opaque gates.
8. Conceptual Engineering Plan.
9. Boundary and Topographic Survey.

Table 2: Proposed Site Data:			
Area:	Square Footage:	Acreage:	Percentage:
Building Lot Coverage (including covered canopies over impervious area)	46,133	1.06	21.42%
Building Area	50,083	1.14	23.27%
Site Impervious Area (excluding building area)	69,133	1.59	32.10%
Site Landscape Area	49,980	1.15	23.21%

Total	215,329	4.94	100%
Total Floor Area	41,969	0.96	0.20 FAR

V. Staff Analysis:

Background:

The petition is for a Special Exception to construct a Private Club with a 16 indoor court facility and a second-floor mezzanine, 3 outdoor pickleball courts and 2 outdoor bocce ball courts for a total building floor area of 41,969 square feet. City Code Article III District Regulations, Section 16-304 Special Exception requires the following:

(7) Private clubs:

- a. All buildings shall be setback at least fifty (50) feet from any street and one hundred (100) feet from all other lot lines.
- b. Such use shall be operated for the benefit of members only and not as a business concern.
- c. Sleeping facilities shall be prohibited.
- d. The minimum site size for a private club shall be three (3) acres.

The proposed Pickleball Club adheres to the specific requirements for private clubs in the RL-3 zone. The club is intended for member benefits and no sleeping facilities are included in the club's design. The total site size for the private club exceeds the minimum 3-acre requirement. The building's setbacks comply with the code's minimum setbacks, except for the setback to the north, where compliance is being concurrently pursued through the Administrative Variance process.

Site and Development plans are being processed concurrently. The proposed development includes a landscape plan consistent with the proposed use of the site. The architectural design of the new Private Club as depicted in the Elevations is consistent with the surrounding environment, offering a visually appealing and harmonious experience. Improvement to pedestrian and vehicular access will be constructed to connect to the public sidewalk system on South Haverhill Road.

The Development Review Committee on November 28 and December 20, 2023 reviewed the Special Exception and Site Plan requests.

Development Review Committee Comments:

Traffic/Engineering:	Incorporated into the staff report.
Building Division:	No comments.
Planning Division:	Incorporated into the staff report.
PBSO District 16.:	No comments.
Public Works Dept.:	No comments
Fire Department:	Incorporated into the staff report
CRS Department:	No comments

VI. Special Exception Criteria and Findings Of Fact:

1. The proposed use complies with all relevant Elements of the Comprehensive Plan;

Finding: The proposed Private Club aligns with the relevant elements of the City of Greenacres' Comprehensive Plan. The application for the Private Club is in accordance with the goals, objectives, and policies outlined in the Comprehensive Plan, which is designed to direct growth and development towards suitable areas within the City. A Private Club is subject to Special Exception approval in the Residential Low Density Zoning District to ensure that any potential impacts arising from the Private Club's establishment and operation are thoroughly addressed and adequately mitigated.

2. Ingress and egress to the property and proposed structures thereon with particular reference to automotive and pedestrian safety and convenience, traffic flow and control, and access in case of fire or catastrophe will not be adversely affected by the proposed special exception;

Finding: The proposed Special Exception will have adequate ingress and egress to the site through one (1) vehicular access point from Haverhill Road and one (1) sidewalk connection to Haverhill Road. The concept plan has been reviewed by staff for automobile, pedestrian and fire safety, and meets all applicable Code requirements. The City's traffic engineering consultant has reviewed the traffic flow and control of the site for compliance with City Code and safety standards and has determined that it meets all necessary requirements.

3. Off-street parking and loading is provided where required, with particular attention to the items in (2) above will not adversely affect public health and safety;

Finding: Provided off-street parking meets or exceeds the City's code requirements. A defined loading area has been provided adjacent.

4. Refuse and service areas provided with particular reference to items (2) & (3) above will not adversely affect public health and safety;

Finding: The City's franchise hauler will serve the site for all refuse collection. The recycling and refuse area will be to the eastern portion of the site, will provide an adequate storage area for refuse, and will not adversely affect public health and safety. The refuse area meets the City's code requirements.

5. The proposed use will not create a nuisance factor detrimental to adjacent and nearby properties and the City as a whole;

Finding: The proposed development has existing public schools to the north, east and south and existing single-family residences to the west across Haverhill Road. The property to the south is an existing public elementary school (Diamond View) and the property to the north and east is a middle school (Tradewinds) and both are zoned Government Use

(GU). The proposed operating hours for the Private Club, primarily concentrated on weekends, align well with the character and activities of the surrounding area and are well-suited to the local area's dynamics, ensuring minimal disruptions, particularly given their non-overlapping nature with the activities of the adjacent schools. The property will be landscaped around the perimeter as well as interior to the site in accordance with Zoning Code requirements. The building's setbacks comply with the code's minimum standards, except for the setback to the north, where compliance is being concurrently pursued through the Administrative Variance process. The proposed development will not generate off-site nuisances such as odor, smoke, electrical interference, or mechanical vibrations. Based on these considerations, the proposed use will not be a nuisance or detriment. The applicant has provided a description of Club amenities and operations "Exhibit A", as a detailed insight into the operations and their compatibility with the surrounding environment, please refer to the attached justification statement provided by the applicant

6. The location, availability, and compatibility of utilities for the requested use will not adversely affect public health and safety;

Finding: All utilities will be provided underground. The site will be served by Palm Beach County Water Utilities for water and sewer. All other utilities will also be provided to the site. Utility easements shall be provided, as necessary.

7. The screening and buffering of the requested use are consistent with the applicable zoning requirements relative to type, dimension, and character;

Finding: The Landscape buffers meet the Code requirements related to the type, dimension and character.

8. Signs and proposed exterior lighting is provided with reference to glare, traffic safety and economic effect, and compatibility and harmony with properties in the district;

Finding: The proposed signs will meet the requirements of the City's Zoning Code. All exterior lighting shall meet City code requirements for limiting spills onto adjacent properties and the adjacent roadway.

9. The requested use appears to meet the required yards and other open space;

Findings: The project complies with interior and perimeter landscaping and open space requirements of the Zoning Code. The lot coverage is well below the maximum 35%. The building's setbacks comply with the code's minimum standards, except for the setback to the north, where compliance is being concurrently pursued through the Administrative Variance process.

10. Proposed general use is compatibility with adjoining properties and other property in the district;

Finding: The proposed Private Club is compatible with the residential uses in the

surrounding area and it will not create any adverse impacts. In addition, the proposed Private Club, as buffered and conditioned, will help transition from the prevailing residential character to the west to the school development to the east, north and south of this property. A Private Club is permitted as a Special Exception in the Residential Low-3 (RL-3) zoning district.

11. The change suggested is not out-of-scale with the needs of the neighborhood or the City;

Finding: The proposed Private Club is in scale with the surrounding needs. The proposed use will be available to serve the residents of the surrounding neighborhoods.

12. The requested use and structure is consistent with any special requirements set out in the Schedule of District Regulations for the particular use and structure involved;

Finding: The Private Club within the Residential Low-3 (RL-3) zoning district adheres to the specific requirements for private clubs in the RL-3 zone. The club is intended for member benefits and no sleeping facilities are included in the club's design. The total site size for the private club exceeds the minimum 3-acre requirement. The building's setbacks comply with the code's minimum setbacks, except for the setback to the north, where compliance is being concurrently pursued through the Administrative Variance process.

VII. Staff Recommendation:

Approval of SE 23-02 through the adoption of Resolution 2024-08, with the following conditions:

1. The most stringent requirements of this staff report "Development Review Committee Staff Report and Recommendations dated January 5, 2024" and Exhibit "D" Conceptual Site Plan, stamp-dated December 12, 2023, as hereafter defined shall apply. (Planning & Zoning)
2. Site and development plan approval shall be required prior to issuance of development permits. (Planning and Zoning)
3. The Special Exception is limited to a Private Pickleball Club Recreational use. Changes to another Club use or expansion of the Private Pickleball Club use will require a modified and/or new Special Exception. (Planning and Zoning)
4. Non-compliance with any of the conditions of approval will result in withholding of building permits or a Certificate of Occupancy. (Planning & Zoning)
5. Approval of this Special Exception renders all previously issued Special Exceptions for this property null and void. (Planning & Zoning)

PLANNING & ZONING BOARD OF APPEALS RECOMMENDATION
January 11, 2024

The Planning and Zoning Board of Appeals on a motion made by Board Member Edmundson and seconded by Board Member Hayes, by a vote of five (5) to zero (0) ***recommended approval*** of ***SE-23-02 (The Pickleball Club)*** as presented by staff.

CITY COUNCIL ACTION -

Attachments:

Aerial

Description of Club Amenities and Operations

Proposed Conceptual Elevations

Proposed Conceptual Site Plan



ITEM SUMMARY

MEETING DATE: February 5, 2023

FROM: Denise Malone, AICP, Development and Neighborhood Services Director

SUBJECT: **Resolution 2024-09, SP-23-05**
The Pickleball Club

BACKGROUND

A request from Michael Miles, agent for The Pickleball Club for approval of a Private Club with associated outdoor recreational facilities, and ancillary club café, retail, and events within Residential Low (RL-3) zoning district. The subject site is located approximately 2,300 feet south of the intersection of Melaleuca Lane and Haverhill Road on the east side at 5208 S. Haverhill Road (with a future address of 5200 S Haverhill Road).

The Development Review Committee has reviewed this proposal and recommended approval, followed by the Planning and Zoning Board of Appeals which recommended approval by a vote of 5-0 at their meeting on January 11, 2024.

ANALYSIS

The proposed site and development plan is for a Private Club with associated outdoor recreational facilities, and ancillary club café, retail, and events and includes a 16 indoor court facility with a second-floor mezzanine, 3 outdoor pickleball courts and 2 outdoor bocce ball courts for a total building floor area of 41,969 square feet. The proposed development includes a landscape plan consistent with the proposed use of the site. The architectural design of the new Private Club is consistent with the surrounding environment, offering a visually appealing and harmonious experience. Improvement to pedestrian and vehicular access will be constructed to connect to the public sidewalk system on South Haverhill Road.

FINANCIAL INFORMATION

The project shall be required to pay the City's impact fees of \$2.80 per square foot of buildable area per Section 16-201. The amount of **\$117,513.20** shall be paid at the time of issuance of building construction permits. (PLANNING)

The project shall be required to pay the City's Arts in Public Places (AIPP) public art fee if the construction value is two hundred fifty thousand dollars (\$250,000) or greater per Section 16-661. If applicable, the public art fee shall be equal to one (1) percent of construction value of the project. Thirty (30) percent or (.03) of the one (1) percent of the public art fee would be due at time of building permit issuance and seventy (70) percent or (.07) of the one (1) percent prior to and as a condition of issuance of the certificate of occupancy that includes the public

art. (PLANNING)

LEGAL

Resolution 2024-09 was prepared in accordance with all applicable State statutes and City Code requirements.

STAFF RECOMMENDATION

Approval of SP-23-05 through the adoption of Resolution 2024-09.

RESOLUTION NO. 2024-09

A RESOLUTION ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, APPROVING THE APPLICATION FOR SITE PLAN APPROVAL TO CONSTRUCT A PRIVATE CLUB AND ASSOCIATED OUTDOOR RECREATIONAL FACILITIES WITH ANCILLARY CLUB CAFÉ, RETAIL, AND EVENTS WITHIN IN A RESIDENTIAL LOW (RL-3) ZONING DISTRICT, LOCATED APPROXIMATELY 2,300 FEET SOUTH OF THE INTERSECTION OF MELALEUCA LANE AND HAVERHILL ROAD ON THE EAST SIDE AT 5208 S. HAVERHILL ROAD (WITH A FUTURE ADDRESS OF 5200 S. HAVERHILL ROAD), AS REQUESTED BY THE PETITIONER, MICHAEL MILES, AGENT FOR THE OWNER, THE PICKLEBALL CLUB; PROVIDING FOR REPEAL OF CONFLICTING RESOLUTIONS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Michael Miles., hereinafter "Petitioner", as agent for the owner, The Pickleball Club, has made an application for Site Plan approval for construction of a Private Club with associated outdoor recreational facilities, and ancillary club café, retail, and events within a Residential Low (RL-3) zoning district, located approximately 2,300 feet south of the intersection of Melaleuca Lane and Haverhill Road on the east side at 5208 S. Haverhill Road (with a future address of 5200 S Haverhill Road); and

WHEREAS, the petitioner presented this matter to the Development Review Committee of the City of Greenacres which provided comments to the Planning, Engineering, and GIS Division which, in turn, recommended approval of the Site Plan to allow for construction of a Private Club with associated outdoor recreational facilities located approximately 2,300 feet south of the intersection of Melaleuca Lane and Haverhill Road on the east side at 5208 S. Haverhill Road with the conditions identified herein; and

WHEREAS, the Planning and Zoning Board of Appeals held a public hearing January 11, 2024, reviewed the Petitioner's request, and made a recommendation on the petition with a vote of 5 to 0; and

WHEREAS, this matter has been presented to the City Council for final approval, and the Council has voted to approve the Site Plan for construction of a Private Club with associated outdoor recreational facilities , and ancillary club café, retail, and events within a Residential Low (RL-3) zoning district located approximately 2,300 feet south of the intersection of Melaleuca Lane and Haverhill Road on the east side at 5208 S. Haverhill Road with a future address of 5200 S. Haverhill Road, subject to the conditions of approval and staff recommendation at the February 5, 2024 Public Hearing.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, THAT:

SECTION 1. The Petition, SP-23-05, a Site Plan is hereby APPROVED for construction of a Private Club with associated outdoor recreational facilities , and ancillary club café, retail, and events within a Residential Low (RL-3) zoning district located approximately 2,300 feet south of the intersection of Melaleuca Lane and Haverhill Road on the east side at 5208 S. Haverhill Road (with a future address of 5200 S. Haverhill Road), subject to the conditions of approval contained herein, which are in addition to the general requirements otherwise provided by resolution for real property as follows:

Legal Description

PCN: 18-42-44-36-08-007-0050

A parcel of land lying and being in Palm Beach County, Florida, more particularly described as follows: The West 139.94 feet more or less of the North 165 feet of the South 1/2 of Tract 7 in the Northwest 1/4 of Section 36, Township 44 South, Range 42 East, as described, as recorded in Plat Book 3, Page 10, Public Records of Palm Beach County, Florida. Subject to an easement over the South 10 feet thereof.

TOGETHER WITH road right of way over and across the East 15 feet of the North 1/2 of Tract 7 across the East 15 feet of all of Tract 6, both tracts being in the Northwest 1/4 of Section 36, Township 44 South, Range 42 East, as in Deed recorded in Official Record Book 108, Page 437, Palm Beach County, Florida, Public Records.

TOGETHER WITH an easement for road right of way purposes over and across the following: The South 10 feet of the East 528 feet of the North 165 feet of the South 1/2 of Tract 7; over the East 15 feet of the North 165 feet of the South 1/2 of Tract 7; and over the North 10 feet of the South 165 feet of the South 1/2 of Tract 7 in said Northwest 1/4 of Section 36.

TOGETHER WITH an additional easement for road right of way purposes over and across the following: Beginning at the Northwest corner of the South 1/2 of Tract 7 in the Northwest 1/4 of Section 36; thence go South along the West line of said South 1/2 of Tract 7 a distance of 165 feet to the POINT OF BEGINNING; thence continue South 16.61 feet to the Northwest corner of tract deeded to Joseph J. Brusca and wife in Official Record Book 1355, Page 367; thence Easterly 667 feet more or less to the East line of the South 1/2 of Tract 7, thence Northerly along said East line 15.41 feet to the Southeast corner of tract deeded to William J. Haluska and wife in Official Record Book 776, page 238; thence Westerly 667 feet more or less to the POINT OF BEGINNING. Said easements intended to benefit all owners of lands in the South 1/2 of Tract 7 in the Northwest 1/4 Section 36, Township 44 South, Range 42 East, Palm Beach County, Florida.

PCN: 18-42-44-36-08-007-0030

The East 528 feet of the north 165 feet of the south 1/2 of Tract 7, in the Northwest 1/4 of Section 36, Township 44 South, Range 42 East, according to the Plat recorded in Plat Book 3, page 10, as recorded in the Public records of Palm Beach County, Florida; said land situate, lying and being in Palm Beach County, Florida.

PCN: 18-42-44-36-08-007-0060

A parcel of land located in the South Half (S 1/2) of Tract seven (7), in the Northwest Quarter (NW 1/4) of Section 36, Township 44 South, Range 42 East, According to the Map or Plat thereof recorded in Plat Book 3, Page 10, Public Records of Palm Beach County, Florida, more particularly described as follows:

Beginning at the Northwest corner of the South Half (S 1/2) of Tract 7; thence go South along the West line of the said South half (S 1/2) of Tract 7, a distance of 165 feet to the point of beginning; thence continue South a distance of 16.61 feet to the Northwest corner of the Tract of Land deeded to Josph J. Brusca and Constance E. Brusca, his wife, in O.R. Book 1355, Page 367; thence run easterly 667 feet, more or less, to the East line of said Tract 7; thence run northerly along the east line of said Tract 7, a distance of 15.41 feet to the Southeast corner of the Tract of land deeded to William J. Haluska and Barbara S. Haluska, his wife, in O.R. Book 776, Page 238; thence run westerly 667 feet, more or less, to the westerly line of said Tract 7 and the point of beginning.

PCN: 18-42-44-36-08-007-0040

A parcel of land located in the South Half (S 1/2) of Tract Seven (7), in the Northwest Quarter (NW 1/4) of Section 36, Township 44 South, Range 42 East, according to the Map or Plat thereof recorded in Plat Book 3, Page 10, Public Records of Palm Beach County, Florida, more particularly described as follows:

Beginning in the Southwest corner of the South Half (S 1/2) of Tract 7, the point of beginning of the tract herein described; thence run Northerly a distance of 165 feet to a point; thence run easterly a distance of 264 feet to a point; thence run Southerly a distance of 165 feet to a point on the South line of the South Half (S 1/2) of Tract 7; thence run Westerly a distance of 264 feet to the Point of Beginning.

PCN: 18-42-44-36-08-007-0020

The East 403.94 feet of the South 165 feet of Tract 7, in the Northwest 1/4 of Section 36, Township 44 South, Range 42 East, according to the Plat thereof on file in the Office of the Clerk of the Circuit Court in and for Palm Beach County, Florida, in Plat Book 3, Page 10.

Together with an undivided one-half interest in and to that certain easement for road right of way purposes more particularly described as follows:

Beginning at the Northwest corner of the South 1/2 of said Tract 7, thence go South along the West line of said South 1/2 Tract 7 a distance of 165 feet to the Point of Beginning; thence continue South a distance of 16.61 feet to the Northwest corner of the tract of land deeded to Joseph J. Brusca and Constance E. Brusca, his wife, in Official Record Book 1355, Page 367, thence Easterly 667 feet, more or less, to the East line of said Tract 7; thence run Northerly along the East line of said Tract 7 a distance of 16.41 feet to the Southeast corner of the tract of land deeded to Willam J. Haluska and Barbara S. Haluska, his wife, in Official Record Book 776, Page 238; thence run Westerly 667 feet, more or less, to the Westerly line of said Tract 7 and the Point of Beginning.

CONTAINING A TOTAL OF 4.94 ACRES MORE OR LESS.



Subject site outlined in red dashed lines

SECTION 2. All resolutions in conflict herewith are hereby repealed.

SECTION 3. This resolution shall be effective upon its adoption subject to the following conditions, which shall be responsibility of and binding upon the Applicant, its successors, or assigns: The most stringent requirements of Exhibit "A" DNS Staff Report and Recommendation dated January 5, 2024 and strict compliance with the Site and Development Plan Exhibits listed below, which are attached hereto and made part hereof as Exhibit "B"

- A) SP-23-05 The Pickleball Club **Site Plan**, Sheet C1.00, prepared by Michael Miles of Dynamic Engineering, revised dated December 12, 2023
- B) SP-23-05 The Pickleball Club **Site Details**, Sheet C1.03 and C1.04, prepared by Michael Miles of Dynamic Engineering, revised dated December 12, 2023
- C) SP-23-05 The Pickleball Club **Signing & Striping Plan**, Sheet C1.02, prepared by

Michael Miles of Dynamic Engineering, revised date December 12, 2023

- D) SP-23-05 The Pickleball Club **Paving, Grading & Drainage Plan A**, Sheet C2.00, revised December 12, 2023
 - E) SP-23-05 The Pickleball Club **Paving, Grading & Drainage Plan B**, Sheet C2.01, prepared by Michael Miles of Dynamic Engineering, revised December 12, 2023
 - F) SP-23-05 The Pickleball Club **Paving, Grading & Drainage Details**, Sheet C2.02-C2.04, prepared by Michael Miles of Dynamic Engineering, revised December 12, 2023
 - G) SP-23-05 The Pickleball Club **Cross Sections**, Sheet C2.05, prepared by Michael Miles of Dynamic Engineering, revised December 12, 2023
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 - Q) SP-23-05 The Pickleball Club **Architectural Plans, Sheet D3**, prepared by Albert Dambrose of Studio AD Architect, dated November 17, 2023
1. The site shall be developed in accordance with the approved Special Exception (SE-23-02). (PLANNING-ZONING)
 2. Permits from the South Florida Water Management District (SFWMD), Lake Worth Drainage District (LWDD), and Palm Beach County Land Development, as required, for the stormwater management system must be obtained prior to the issuance of building permits. (ENGINEERING AND BUILDING)
 3. Permits from the Health Department for the water and sewer system must be obtained prior to the issuance of building permits. (ENGINEERING AND BUILDING)
 4. Driveway connection and/or right-of-way construction permits, as necessary, from Palm Beach County Land Development must be obtained prior to issuance of building permits. Any existing driveway connections on site that will become redundant shall be removed and replaced with curbing, etc. to match adjacent conditions. (ENGINEERING AND BUILDING)

5. Complete drainage calculations addressing water quality and quantity in accordance with the requirements of SFWMD must be submitted for review along with complete paving and drainage construction plans and subsurface investigation with percolation test prior to the issuance of building permits. (ENGINEERING AND BUILDING)
6. The site plan shall be revised as necessary to reflect all conditions of approval and re-submitted prior to the issuance of building permits, if required. (PLANNING-ZONING)
7. In accord with the requirements of the National Pollution Discharge Elimination System (NPDES), best management practices shall be used to control runoff from construction activities. (BUILDING AND PUBLIC WORKS)
8. The project shall participate in the City Tree Dedication Program per Section 16-1293; at the time of issuance of building permits one (1) tree to be donated per 1,000 sq. ft. of building area or fraction thereof, therefore fifty (50) Live Oaks or equivalent cash payment shall be donated to the City subject to the following specification: Live Oak, Florida Grade #1 Container Grown; minimum 12 ft. high; 2 inch diameter trunk at 4 ft.; and 5 ft. spread. (PLANNING-ZONING and BUILDING)
9. The project shall be required to pay the City's impact fee of \$2.80 per square foot of gross floor area per Section 16-201. The amount of \$117,513.20 shall be paid at the time of issuance of building permits. The existing single-family houses were originally constructed in unincorporated Palm Beach County and later annexed into the City and it has always been a non-commercial use. Therefore, the building was not subject to the City's commercial impact fee, no fees were originally paid, and no credits are available with its demolition or conversion. (BUILDING)
10. Utilities shall be provided underground and sufficient in size to properly serve the site. Appurtenances to these systems which require above-ground installation must be effectively screened from view. (PLANNING-ZONING, ENGINEERING, and BUILDING)
11. All utilities and services to the site shall be provided by entities holding valid franchise agreements with the City. (ENGINEERING AND BUILDING)
12. The building must be provided with a monitored fire alarm system. The building shall also have a Knox box keyed for the City of Greenacres at the entrance. The order form shall be obtained from the City's Fire Marshal. (PUBLIC SAFETY)
13. All roof top equipment shall be screened on all four sides consistent with the architecture of the building; no equipment shall be taller than the proposed screening. All ground mounted mechanical equipment (air conditioning, backflow preventer, etc.) shall be screened on all four sides; no equipment shall be taller than the proposed screening. (PLANNING-ZONING and BUILDING)

14. The freestanding sign shall be consistent in color with the building sign, shall feature decorative architectural elements and colors consistent with the building, and shall include the numerical street address with minimum 6" high numbers in contrasting color on both faces. (PLANNING-ZONING)
15. The dumpster enclosure walls shall match the finish, color and design elements of the building walls and trim. (PLANNING-ZONING)
16. A site clearing and tree removal permit shall be required prior to any clearing activities on site. This permit shall demonstrate protection of existing trees to remain. Additions to the landscaping plan may be necessary to meet Code requirements if existing material to remain is unsuitable for buffer purposes. (PLANNING-ZONING)
17. Development must remain consistent with all exhibits provided within this approval unless a City amendment is approved based on City Code. Non-compliance may result in the City pursuing any and all appropriate legal remedies. (PLANNING-ZONING)
18. As provided by subsection 166.033(6), Florida Statutes, issuance of a development permit by a municipality does not create any right on the part of an applicant to obtain a permit from a state or federal agency and does not create any liability on the part of the municipality for issuance of the permit if the applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes actions that result in a violation of state or federal law. A municipality shall attach such a disclaimer to the issuance of development permits and shall include a permit condition that all other applicable state or federal permits be obtained before commencement of the development. (PLANNING-ZONING)
19. All existing invasive non-native plants shall be removed from the property. It shall be the responsibility of the property owner to maintain the site free from invasive plants. (PLANNING-ZONING and BUILDING)
20. All advertisements and legal addresses on insurance policies and business correspondence shall clearly state that the project is located within the "City of Greenacres". (PLANNING-ZONING)
21. Non-compliance with any of the conditions of approval will result in withholding of the issuance of building permits or a Certificate of Occupancy. (PLANNING-ZONING and BUILDING)
22. The project shall be required to participate in the City's Arts in Public Places (AIPP) program if the construction value is two hundred fifty thousand dollars (\$250,000) or greater per Section 16-661. Please evaluate the art component of your project, ensuring it aligns with the city's Art in Public Places Program guidelines. Alternatively, you may opt to contribute 1% of the total construction costs to the city's public art fee in lieu of providing the art on site. The fee is collected in two parts: 30% at building permit issuance and 70%

prior to the issuance of the certificate of occupancy. Please see Sections 16-660 - 16-676 of the City Code for requirements and regulations regarding Art in Public Places. (PLANNING-ZONING)

23. All utilities and services to the site shall be provided by entities holding valid franchise agreements with the City. (PLANNING-ZONING)
24. Outdoor storage of materials and equipment (i.e., merchandise, pallets, etc....) is prohibited. (PLANNING-ZONING)
25. In accord with the determination of compliance with the Traffic Performance Standards by Palm Beach County Engineering, no building permits shall be issued after the build-out date of December 31, 2024 unless a revised traffic study with a later build-out date has been approved by the County and a copy of the approval provided to the City of Greenacres. (PLANNING-ZONING)
26. The site plan shall be revised to reflect all conditions of approval and re-submitted prior to the issuance of building permits. (PLANNING-ZONING)
27. Concurrent approval of Administrative Variance (BA-23-06) to reduce the 100' side (north) setback to 15' through Administrative Variance (BA-23-06) will be considered approved upon SP 23-05 approval.

[The remainder of this page intentionally left blank.]

RESOLVED AND ADOPTED this 5th of day of February 2024

Joel Flores, Mayor

Voted:
John Tharp, Council Member, *District I*

Attest:

Quintella Moorer, City Clerk

Voted:
Peter Noble, Deputy Mayor

Voted:
Judith Dugo, Council Member, *District III*

Voted:
Susy Diaz, Council Member, *District IV*

Voted:
Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney

SP-23-05 (Resolution 2024-09)
Exhibit "A"
Date: January 5, 2024 for PZBA

Revised: 01/11/2024

	DEVELOPMENT & NEIGHBORHOOD SERVICES STAFF REPORT AND RECOMMENDATION
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Subject/Agenda Item:

Resolution 2024-09: SP-23-05 Site Plan Approval for The Pickleball Club

Consideration of Approval: A Site Plan approval request from Michael Miles, agent for The Pickleball Club for approval of a Private Club with associated outdoor recreational facilities, and ancillary club café, retail, and events within Residential Low (RL-3) zoning district. The subject site is located approximately 2,300 feet south of the intersection of Melaleuca Lane and Haverhill Road on the east side at 5208 S. Haverhill Road (with a future address of 5200 S Haverhill Road).

Recommendation to APPROVE

Recommendation to DENY

Quasi-Judicial

Legislative

Public Hearing

Originating Department: Planning & Engineering Project Manager _____ Gianni Gallier, Senior Planner	Reviewed By: Director of Development & Neighborhood Services (DNS) _____ Denise Malone, AICP, Director DNS
Approved By: City Manager _____ Andrea McCue	Public Notice: <input type="checkbox"/> Required <input checked="" type="checkbox"/> Not Required Dates: Paper: The Lake Worth Herald Mailing <input type="checkbox"/> Required <input checked="" type="checkbox"/> Not Required Notice Distance: ____
Attachments: <ul style="list-style-type: none"> Resolution 2024-09 Site and Development Plans Aerial Map Survey 	City Council Action: <input type="checkbox"/> Approval <input checked="" type="checkbox"/> Approve with conditions <input type="checkbox"/> Denial <input type="checkbox"/> Continued to: _____

I. Executive Summary

A Site Plan approval request for approval of a Private Club with associated outdoor recreational facilities, and ancillary club café, retail, and events in the Residential Low-3 (RL-3) Zoning District. In the RL-3 Zoning District, a Private Club is permitted subject to Special Exception approval. The project consists of a building with a 16 indoor court facility with a second-floor mezzanine, 3 outdoor pickleball courts and 2 outdoor bocce ball courts. The subject site is located approximately 2,300 feet south of the intersection of Melaleuca Lane and Haverhill Road on the east side.

II. Site Data

Existing Use: Vacant residential

Proposed Use: Private Club with associated outdoor recreational facilities, and ancillary club café, retail, and events

Parcel Control Number: 18-42-44-36-08-007-0050
 18-42-44-36-08-007-0040
 18-42-44-36-08-007-0030
 18-42-44-36-08-007-0020

Parcel Size: 4.94 acres (215,329 S.F)

Future Land Use Designation: Residential-Low Density (RS-LD)

Zoning District: Residential Low-3 (RL-3)

Table 1: Surrounding Existing Land Use, Future Land Use, Zoning District:			
Direction	Existing Land Use	Future Land Use	Zoning District
<i>North</i>	Tradewinds Middle School	Public Institutional (PI)	Government Use (GU)
<i>South</i>	Diamond View Elementary School	Public Institutional (PI)	Government Use (GU)
<i>East</i>	Tradewinds Middle School	Public Institutional (PI)	Government Use (GU)
<i>West</i>	Nautica Isles PUD	Residential- Low Density (RS-LD)	Residential Low-3 (RL-3)

III. Annexation/Zoning History

The subject 4.94-acre property was annexed into the City of Greenacres in 2007 through an Interlocal Agreement with Palm Beach County (ANX-07-05) (City of Greenacres Resolution 2007-43). The Zoning Change (ZC-09-10) was approved by City Council on January 19, 2010 through the adoption of Ordinance 2009-34 that approved a City of Greenacres Residential Low-3 (RL-3) zoning designation from PBC Residential Single-Family (PBC RS). The site received a Future Land Use designation of Residential- Low Density (RS-LD) through a Comprehensive Plan Amendment (CPA-09-11) from PBC Medium Residential 5 (PBC, MR 5) through the adoption of Ordinance 2009-33 on January 19, 2010. The site originally consisted of four individual parcels, two of which were developed with single-family homes. The other two parcels are currently vacant.

The first single family home located on 4900 52nd Court is approximately 2,481 square feet, which was built in 1977. The second home located on 5208 Haverhill Road is approximately 1,616 square feet and was built in 1965, according to Palm Beach County Property Appraiser. On November 16, 2020, a Special Exception for a Private High School (SE-20-01), a Special Exception for a House of Worship (SE-20-02) and a Site and Development Plan approval (SP-20-01) were approved.

A concurrent petition for a Special Exception for a Private Club (SE-23-02) is being processed with the Site and Development Plan (SP-23-05). The proposed building's setbacks comply with the code's minimum standards, except for the setback to the north, where compliance is being concurrently pursued through the Administrative Variance process (BA-23-06).

IV. Applicable City Code Provisions

- Sec. 16-196 through 16-202** pertaining to Site and Development Plans
- Sec. 16-301 through 16-313** pertaining to Residential Low-3
- Sec. 16-931 through 16-997** pertaining to sign regulations
- Sec. 16-1241 through 16-1312** pertaining to landscaping
- Sec. 16-1331 through 16-1340** pertaining to off-street parking

V. Summary of Proposed Site and Development Plan Details

The petitioner’s site and development plans depict the following:

1. Total land area of 215,2329sq.ft. (4.94 acres).
2. A total proposed building floor area of 41,969 square feet for the Private Club.
3. 172 parking spaces including six (6) handicap spaces on site.
4. One vehicular and pedestrian ingress/ egress access points to Haverhill Road.
5. Building floor plans and elevations.
6. Landscape Plan.
7. Dumpster and Recycling area with masonry wall enclosure and opaque gates.
8. Conceptual Engineering Plan.
9. Boundary and Topographic Survey.

Table 2: Proposed Site Data:			
Area:	Square Footage:	Acreage:	Percentage:
Building Lot Coverage (including covered canopies over impervious area)	46,133	1.06	21.42%
Building Area	50,083	1.14	23.27%
Site Impervious Area (excluding building area)	69,133	1.59	32.10%
Site Landscape Area	49,980	1.15	23.21%
<i>Total</i>	<i>215,329</i>	<i>4.94</i>	<i>100%</i>
<i>Total Floor Area</i>	<i>41,969</i>	<i>0.96</i>	<i>0.20 FAR</i>

VI. Staff Analysis

Background:

The petition is for a Site and Development plan approval to construct a Private Club with associated outdoor recreational facilities, and ancillary club café, retail, and events and includes a 16 indoor court facility with a second-floor mezzanine, 3 outdoor pickleball courts and 2 outdoor bocce ball courts for a total building floor area of 41,969 square feet. The proposed development includes a landscape plan consistent with the proposed use of the site. The architectural design of the new Private Club is consistent with the surrounding environment, offering a visually appealing and harmonious experience. Improvement to pedestrian and vehicular access will be constructed to connect to the public sidewalk system on South Haverhill Road.

The Development Review Committee on November 28 and December 20, 2023 reviewed the Site Plan request.

Development Review Committee Comments:

- Traffic/Engineering:** Incorporated into the staff report.
- Building Division:** No comments.
- Planning Division:** Incorporated into the staff report.
- PBSO District 16.:** No comments.
- Public Works Dept.:** No comments
- Fire Department:** Incorporated into the staff report
- CRS Department:** No comments

Standards and Staff Findings:

1. Minimum Lot Requirements: The site area of 215,329 square feet (4.94 acres). **exceeds** the minimum area of three acres and lot width of 345 feet **exceeds** the minimum width of 50 feet.
2. Maximum Lot Coverage: Building lot coverage of 16% **does not exceed** the maximum allowable lot coverage of 30%.
3. Minimum Yard Requirements: Building setbacks **meet** yard requirements for: 50’ front (South Haverhill Road), 100’ side (south), and 100’ rear (east). A request for reducing the 100’ side (north) setback to 15’ is concurrently being reviewed through an Administrative Variance (BA-23-06) and will be considered approved upon SP 23-05 approval.
4. Height Restrictions: The building height of each building **does not exceed** the maximum allowable height of 35’ based upon the

- definition of building height in Section 16-310 of the code.
5. Off-Street Parking & Loading: The 172 parking spaces provided **meet** the code requirement of 138 spaces based on the parking rate of 4 parking spaces per court (21*4=84) and adding that to the required parking based on the rate of 1 space per 200 square feet of GFA of the building (10,881 sq. ft. /200 sq. ft.) = 54.41).
 6. Landscaping: The landscaping plan **complies** with the landscape code requirements.
 7. Sign Regulations: Permits **shall be obtained** prior to installation of any signs and **shall conform** to the sign conditions listed below.
 8. Utilities: The proposed water, sanitary sewer and drainage systems **will meet** code requirements subject to final permitting.
 9. Concurrency: Project **meets** traffic concurrency. Water and Sewer service and capacities **are available** to serve the site.
 10. Comprehensive Plan: The proposed development **is consistent** with the Residential Low Density (RS-LD) future land use classification.
 11. Color Scheme: The color of the buildings **shall be** in accordance with the submitted plans and colors: METAL PANEL FINISH: SW 7068 GRIZZLE GRAY; SW 7066 GRAY MATTERS; ACCENT COLOR: PANTONE 389C; ACCENT COLOR: PANTONE 648C; STOREFRONT SYSTEM: MILL FINISH ALUMINUM; THIN BRICK: ONYX BLACK; CONCRETE PAVERS: WHITE, NATURAL GRAY & CHARCOAL
 12. Site and Building Design: The project layout and architectural design **comply** with the site and building design requirements of the code.

VII. Staff Recommendation

Approval of SP-23-05 through adoption of Resolution 2024-09 with the following conditions:

1. The most stringent requirements of Exhibit "A" DNS Staff Report and Recommendation dated January 5, 2024 and strict compliance with the Site and Development Plan Exhibits listed

below, which are attached hereto and made part hereof as Exhibit “B”

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 17. A site clearing and tree removal permit shall be required prior to any clearing activities on site. This permit shall demonstrate protection of existing trees to remain. Additions to the landscaping plan may be necessary to meet Code requirements if existing material to remain is unsuitable for buffer purposes. (PLANNING-ZONING)
 18. Development must remain consistent with all exhibits provided within this approval unless a City amendment is approved based on City Code. Non-compliance may result in the City pursuing any and all appropriate legal remedies. (PLANNING-ZONING)
 19. As provided by subsection 166.033(6), Florida Statutes, issuance of a development permit by a municipality does not create any right on the part of an applicant to obtain a permit from a state or federal agency and does not create any liability on the part of the municipality for issuance of the permit if the applicant fails to obtain requisite approvals or fulfill the obligations imposed by a state or federal agency or undertakes actions that result in a violation of state or federal law. A municipality shall attach such a disclaimer to the issuance of development permits and shall include a permit condition that all other applicable state or federal permits be obtained before commencement of the development. (PLANNING-ZONING)
 20. All existing invasive non-native plants shall be removed from the property. It shall be the responsibility of the property owner to maintain the site free from invasive plants. (PLANNING-ZONING and BUILDING)
 21. All advertisements and legal addresses on insurance policies and business correspondence shall clearly state that the project is located within the "City of Greenacres". (PLANNING-ZONING)
 22. Non-compliance with any of the conditions of approval will result in withholding of the issuance of building permits or a Certificate of Occupancy. (PLANNING-ZONING and BUILDING)
 23. The project shall be required to participate in the City's Arts in Public Places (AIPP) program if the construction value is two hundred fifty thousand dollars (\$250,000) or greater per Section 16-661. Please evaluate the art component of your project, ensuring it aligns with the city's Art in Public Places Program guidelines. Alternatively, you may opt to contribute 1% of the total construction costs to the city's public art fee in lieu of providing the art on site. The fee is collected in two parts: 30% at building permit issuance and 70% prior to the

issuance of the certificate of occupancy. Please see Sections 16-660 - 16-676 of the City Code for requirements and regulations regarding Art in Public Places. (PLANNING-ZONING)

24. All utilities and services to the site shall be provided by entities holding valid franchise agreements with the City. (PLANNING-ZONING)
25. Outdoor storage of materials and equipment (i.e., merchandise, pallets, etc....) is prohibited. (PLANNING-ZONING)
26. In accord with the determination of compliance with the Traffic Performance Standards by Palm Beach County Engineering, no building permits shall be issued after the build-out date of December 31, 2024 unless a revised traffic study with a later build-out date has been approved by the County and a copy of the approval provided to the City of Greenacres. (PLANNING-ZONING)
27. The site plan shall be revised to reflect all conditions of approval and re-submitted prior to the issuance of building permits. (PLANNING-ZONING)
28. Concurrent approval of Administrative Variance (BA-23-06) to reduce the 100' side (north) setback to 15' through Administrative Variance (BA-23-06) will be considered approved upon SP 23-05 approval.

PLANNING & ZONING BOARD OF APPEALS RECOMMENDATION
January 11, 2024

The Planning and Zoning Board of Appeals on a motion made by Board Member Edmundson and seconded by Board Member Hayes voting five (5) to zero (0), *recommended approval* of Site Plan **SP-23-05** through Resolution **2024-09**, as presented by staff.

CITY COUNCIL ACTION -



ITEM SUMMARY

MEETING DATE: February 5, 2024

FROM: Denise Malone, AICP, Development and Neighborhood Services Director

SUBJECT: **Ordinance 2023-18, ANX-23-01**
6297 Lake Worth Road

BACKGROUND

This application is for the voluntary annexation of a county owned property as provided for in a previously approved annexation interlocal adopted by Palm Beach County. On December 20, 2022, Palm Beach County Board of County Commissioners adopted Resolution 2022-1532, which provided for the enclave annexation of the seven (7) outparcels of Lake Worth Plaza West via Interlocal Agreement. The Interlocal Agreement included consent to voluntarily annex an adjacent 0.0143-acre County-owned utility parcel developed with a lift station and located at 6297 Lake Worth Road. Voluntary annexation of this utility site is the final parcel within an enclave that will incorporate an area completely surrounded by the City of Greenacres, which will allow for better service provision within the area.

ANALYSIS

The approximately 0.014-acre site is located in unincorporated Palm Beach County within the identified Future Annexation Area of the City and is part of existing Palm Beach County pocket adjacent to the city. The site contains one (1) parcel having a Palm Beach County zoning designation of Commercial General (PBC CG). The site is contiguous to the City's boundary to the north, east and south. Consequently, the proposed annexation will remove the existing unincorporated pocket. The site is developed with a Palm Beach County lift station to serve the adjacent area and will require little to no service demand. Palm Beach County owns the property and maintains the site and the infrastructure.

The voluntary annexation meets all the guidelines specified in the City's Comprehensive Plan and Chapter 171 of the Florida Statutes for the annexation of property. It is a logical extension of the City's boundaries in a location identified as part of the City's future annexation area and will eliminate an existing enclave area.

The City Planning and Zoning Board of Appeals recommended approval by a vote of five (5) to zero (0) at their meeting on January 11, 2024.

FINANCIAL INFORMATION

N/A.

LEGAL

Ordinance 2023-18 was prepared in accordance with all applicable state statutes and City Code Requirements and has been reviewed by the City Attorney.

STAFF RECOMMENDATION

Approval of ANX-23-01 through the adoption of Ordinance 2023-18.

ORDINANCE NO. 2023-18

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, ANNEXING ONE (1) PARCEL OF LAND TOTALING APPROXIMATELY 0.014 ACRES, LOCATED APPROXIMATELY 986 FEET EAST OF SOUTH JOG ROAD, AT 6297 LAKE WORTH ROAD, AS REQUESTED BY THE PETITIONER, PALM BEACH COUNTY BOARD OF COUNTY COMMISSIONERS; PROVIDING FOR REDEFINING THE BOUNDARY LINES OF THE CITY OF GREENACRES TO INCLUDE THE SUBJECT PROPERTY IN THE CITY'S OFFICIAL BOUNDARY MAP; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Board of County Commissioners, which gave consent through the adoption of Resolution 2022-1532, is herein known as the "Petitioner" for the herein described property; and;

WHEREAS, the petitioner has requested by written petition to have the property voluntarily annexed into the municipal limits of the City of Greenacres; and

WHEREAS, the subject property hereinafter described is reasonably compact and contiguous to the corporate limits of the City of Greenacres, thus making said petition for annexation appropriate at this time; and

WHEREAS, the City of Greenacres has heretofore been authorized to annex lands in accordance with Section 171.044 of the Florida Statutes; and

WHEREAS, the City of Greenacres Planning Commission has held a duly advertised public hearing on January 11, 2024 and recommended approval of petition ANX-23-01 to annex the subject property into the City of Greenacres; and

WHEREAS, the City Council of the City of Greenacres further finds that, in accordance with the Development and Neighborhood Services Staff Report and Recommendation dated January 5, 2024, as amended, attached hereto as Exhibit "A" and by this reference made a part

hereof, the proposed annexation of the subject property is in the best interest of the citizens of the City of Greenacres, and is in accordance with State and local law; and

WHEREAS, the City Council deems approval of this Ordinance to be in the best interest of the residents and citizens of the City of Greenacres.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, THAT:

SECTION 1. The City Council finds that the written petition for voluntary annexation (PBC Resolution 2022-1532) filed with the City bears the signature of the owners of the real property and is hereby annexed into the City of Greenacres, Florida.

SECTION 2. The boundary lines of Greenacres, Florida, are hereby redefined to include the described real property lying in Palm Beach County into the City’s Boundary Map:

Legal Description

PCN: 00-42-44-22-00-000-5270

Being a portion of:

The Southeast one-quarter of the Southwest one-quarter of the Southeast one-quarter less the West 320’ thereof of Section 22, Township 44 South, Range 42 East, Palm Beach County, Florida.

Less however, that part lying within the right-of-way for Lake Worth road (SR 802) as recorded in road book 5, pages 125-138, inclusive, public records, Palm Beach County, Florida.

Said lands situate, lying, and being Palm Beach County, Florida. Containing 4.78 acres more or less.

Commence at the Southwest corner of said property; thence due East (on an assumed bearing) along the Northerly right-of-way line of Lake Worth Road, for 2.00 feet to the point of beginning of this description; thence continue due East for 25.00 feet; thence due North for 25.00 feet; thence due West for 25.00 feet; thence due South for 25.00 feet to the point of beginning.

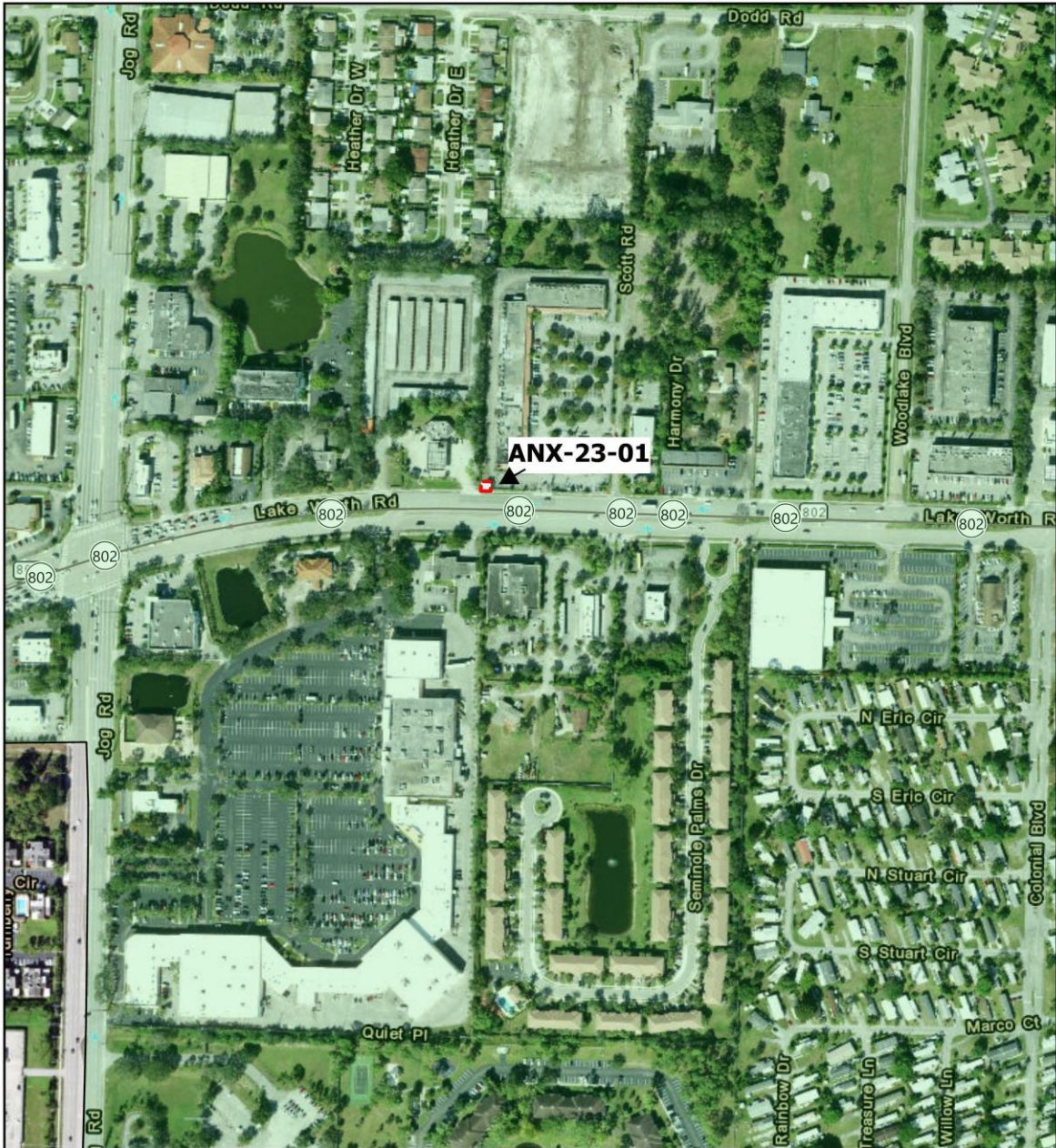
The right-of-way adjacent thereto.

CONTAINING A TOTAL OF 0.0143 ACRES MORE OR LESS.

The above-described parcel is subject to road rights-of-way, easements and reservations of record.

The above-described real property is hereby annexed by and declared to be within the corporate limits of the City of Greenacres, Florida.

Location Map



Annexations	ANX-23-02	ANX-23-04
ANX-23-01	ANX-23-03	City Boundary

Date: 12/28/2023
City of Greenacres - Department of
Development & Neighborhood Services

Current Annexation Map
City of Greenacres



Section 3. That the above-described real property shall immediately become subject to all of the franchises, privileges, immunities, debts, obligations, liabilities, ordinances and laws to which lands in the City of Greenacres are now or may be subjected to and persons residing thereon shall be deemed citizens of the City of Greenacres.

Section 4. The annexation of the subject property, including adjacent roads, alleys, or the like, if any, shall not be deemed accepted by the City of any maintenance responsibility for such roads, alleys, or the like, unless otherwise specifically initiated by the City pursuant to current requirements and conditions.

SECTION 5. The City Manager is hereby directed to do all things necessary to effectuate this annexation.

SECTION 6. Repeal of Conflicting Ordinances.

All Ordinances or parts thereof or parts of the Code conflicting or inconsistent with the provisions of this Ordinance are hereby repealed.

SECTION 7. Severability

If any section, part of a section, paragraph, sentence, clause, phrase or word of this Ordinance is for any reason held or declared to be unconstitutional, inoperative or void, such holdings of invalidity shall not affect the remaining portion of this Ordinance and it shall be construed to have been the legislative intent to pass the Ordinance without such unconstitutional, invalid or inoperative part therein, and the remainder of this Ordinance

after the exclusion of such part or parts shall be deemed to be held valid as if such part or parts had not been included therein, or if this Ordinance or any of the provisions thereof shall be held inapplicable to any person, group of persons, property, kind of property, circumstances, or set of circumstances, such holdings shall not affect the applicability thereof to any other person, property or circumstances.

SECTION 8. Effective Date

The provisions of this Ordinance shall become effective upon adoption.

[The remainder of this page intentionally left blank.]

Passed on the first reading this 5th day of February, 2024.

PASSED AND ADOPTED on the second reading this _____ day of _____, 2024.

Joel Flores, Mayor

Voted:
John Tharp, Deputy Mayor

Attest:

Quintella Moorer, City Clerk

Voted:
Peter Noble, Council Member, *District II*

Voted:
Judith Dugo, Council Member, *District III*

Voted:
Susy Diaz, Council Member, *District IV*

Voted:
Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney



ITEM SUMMARY

MEETING DATE: February 5, 2024

FROM: Denise Malone, AICP, Development and Neighborhood Services Director

SUBJECT: **Ordinance 2023-21, ANX-23-03**
4901 and 4977 S. 56th Terrace and LWDD Parcel Voluntary Annexation

BACKGROUND

A voluntary annexation request of two City owned parcels of land totaling 8.69 acres and the adjoining Lake Worth Drainage District (LWDD) parcel to the south totaling 4.17 acres, totaling 12.8627 acres, to further reduce the size of a current enclave.

ANALYSIS

The subject property is contiguous to the City’s municipal boundaries to the west, north, and south and is within the City’s identified future annexation area. Since the subject properties are contiguous to developed parcels already in the City, and are in an existing unincorporated pocket, its annexation will not adversely affect the City’s overall level of service, nor will it substantially increase costs to the City to warrant the annexation unreasonable. After reviewing this petition, staff has determined that the voluntary annexation does not create any enclaves and is consistent with all the provisions of Chapter 171, Florida Statutes, as well as the City’s Comprehensive Plan and Zoning Code governing annexations.

The Planning and Zoning Board of Appeals recommended approval of ANX-23-03 by a vote of 4-1 at their meeting on January 11, 2024.

FINANCIAL INFORMATION

N/A

LEGAL

Ordinance 2023-21 was prepared in accordance with all applicable State statutes and City Code requirements.

STAFF RECOMMENDATION

Approval of ANX-23-03 through the adoption of Ordinance 2023-21.

ORDINANCE NO. 2023-21

AN ORDINANCE ADOPTED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, ANNEXING THREE PARCELS OF LAND TOTALING APPROXIMATELY 12.86 ACRES, LOCATED APPROXIMATELY 1,750 FEET EAST OF SHERWOOD FOREST BOULEVARD AND 370 FEET SOUTH OF MELALEUCA LANE, AT 4901 AND 4977 SOUTH 56TH TERRACE AND THE ADJACENT LAKE WORTH DRAINAGE DISTRICT PARCEL AS REQUESTED BY PETITIONER, THE DEVELOPMENT & NEIGHBORHOOD SERVICES DEPARTMENT, AGENT FOR THE OWNERS, THE CITY OF GREENACRES AND THE LAKE WORTH DRAINAGE DISTRICT (LWDD); PROVIDING FOR REDEFINING THE BOUNDARY LINES OF THE CITY OF GREENACRES TO INCLUDE THE SUBJECT PROPERTY IN THE CITY'S OFFICIAL BOUNDARY MAP; PROVIDING FOR REPEAL OF CONFLICTING ORDINANCES; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the Development and Neighborhood Services Department, agent for the owners, the City of Greenacres and the Lake Worth Drainage District (LWDD) is herein known as the "Petitioner" for the herein described property; and

WHEREAS, the petitioner(s) has requested by written petition to have the property voluntarily annexed into the municipal limits of the City of Greenacres; and

WHEREAS, the subject properties hereinafter described are reasonably compact and contiguous to the corporate limits of the City of Greenacres, thus making said petition for annexation appropriate at this time; and

WHEREAS, the City of Greenacres has heretofore been authorized to annex lands in accordance with Section 171.044 of the Florida Statutes; and

WHEREAS, the City of Greenacres Planning and Zoning Board of Appeals has held a duly advertised public hearing on January 11, 2024 and recommended approval of petition ANX-23-03 to annex the subject property into the City of Greenacres; and

WHEREAS, the City Council of the City of Greenacres further finds that, in accordance with the Development and Neighborhood Services Staff Report and Recommendation dated

Ordinance No. 2023-21 | ANX-23-03 4901 and 4977 S 56th Ter and LWDD
Page No. 2

January 5, 2024, as amended, attached hereto as Exhibit "A" and by this reference made a part hereof, the proposed annexation of the subject property is in the best interest of the citizens of the City of Greenacres, and is in accordance with State and local law; and

WHEREAS, the City Council deems approval of this Ordinance to be in the best interest of the residents and citizens of the City of Greenacres.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GREENACRES, FLORIDA, THAT:

SECTION 1. The City Council finds that the written petition for voluntary annexation filed with the City bears the signature of the owners of the real property and is hereby annexed into the City of Greenacres, Florida.

SECTION 2. The boundary lines of Greenacres, Florida, are hereby redefined to include the described real property lying in Palm Beach County into the City's Boundary Map:

Legal Description

PCN: 00-42-44-26-00-000-7100

A Parcel of land in Section 26, Township 44 South, Range 42 East, Palm Beach County, Florida, containing 2.50 acres and being more particularly described as follows:

The West 320.0 feet of the North 3450.2 feet of the Southwest Quarter (SW $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$) of the Southwest Quarter (SW $\frac{1}{4}$) of Section 26, Township 44 South, Range 42 east, Palm Beach County, Florida.

Subject to an easement for ingress and egress over the North 20.0 feet of the East 348.6 feet of the Southwest Quarter (SW $\frac{1}{4}$) of the Southeast Quarter (SE $\frac{1}{4}$) of the Southwest Quarter (SW $\frac{1}{4}$) of Section 26, Township 44 South, Range 42 East, Palm Beach County, Florida.

PCN: 00-42-44-26-00-000-7040

The SW $\frac{1}{4}$ of the SE $\frac{1}{4}$ of the W $\frac{1}{4}$ of Section 26, Township 44 South, Range 42 East Palm Beach County, Florida.

Ordinance No. 2023-21 | ANX-23-03 4901 and 4977 S 56th Ter and LWDD
Page No. 3

Less a parcel of land in Section 26, Township 44 South, Range 42 East, Palm Beach County, Florida, containing 2.50 acres and being more particularly described as follows:

The West 320.0 feet of the North 340.2 feet of the Southwest Quarter (SW ¼) of the Southeast Quarter (SE ¼) of the Southwest Quarter (SW ¼) of Section 26, Township 44 South, Range 42 East, Palm Beach County, Florida.

Also, Less the South 86 feet thereof, conveyed to the Lake Worth Drainage District in Deed Book 113, Page 25, Public Records of Palm Beach County, Florida.

PCN: 00-42-44-26-00-000-5420

L-14 Canal R/W in S ½ of Sec (Less PT in W ½ of SW ¼ and PT in OR 22877P1531)

AND:

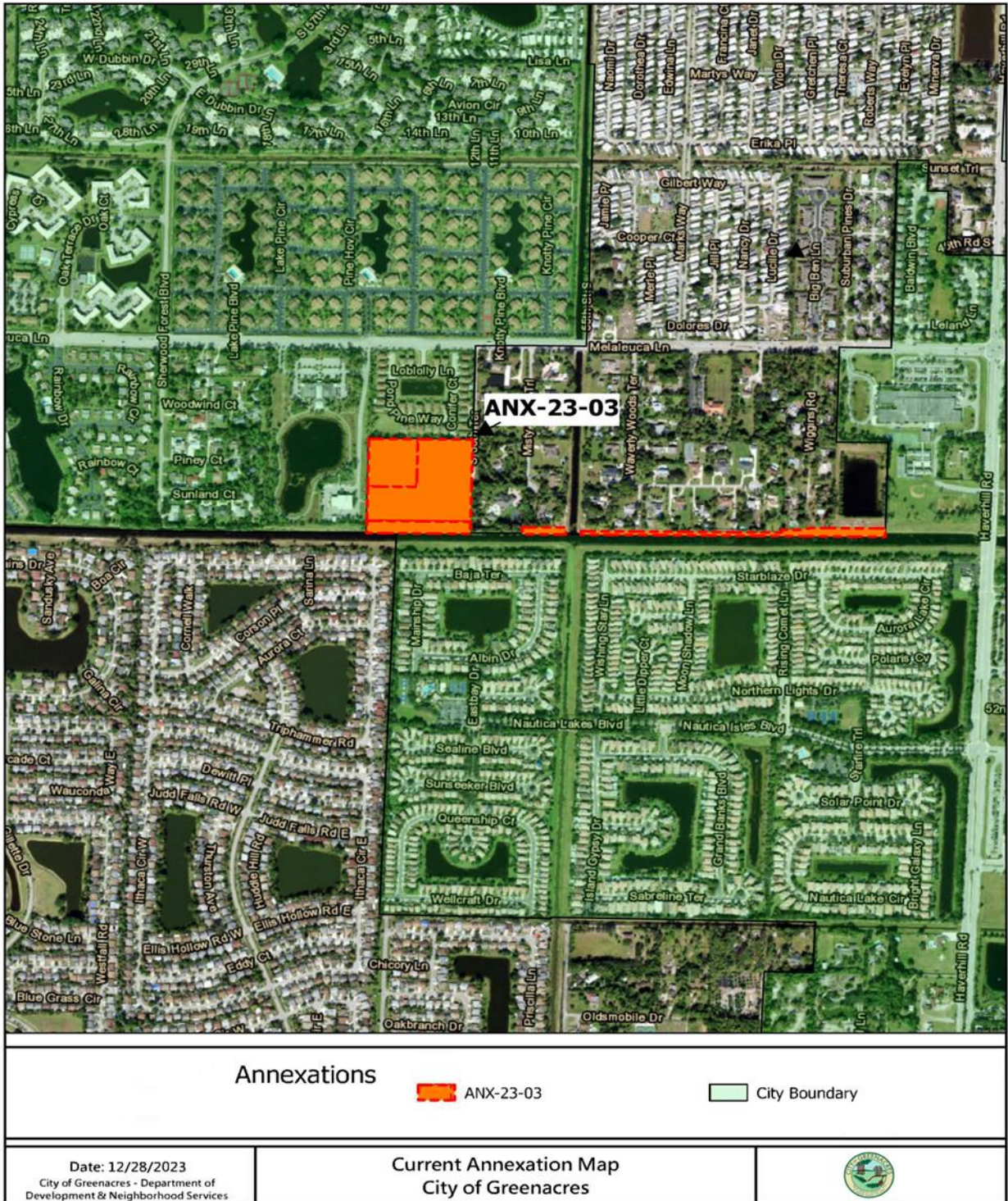
The right-of-way adjacent thereto.

CONTAINING A TOTAL OF 12.86 ACRES MORE OR LESS.

The above-described parcel is subject to road rights-of-way, easements and reservations of record.

The above-described real property is hereby annexed by and declared to be within the corporate limits of the City of Greenacres, Florida.

Location Map



Section 3. That the above-described real property shall immediately become subject to all of the franchises, privileges, immunities, debts, obligations, liabilities, ordinances and laws to which lands in the City of Greenacres are now or may be subjected to and persons residing thereon shall be deemed citizens of the City of Greenacres.

Section 4. The annexation of the subject property, including adjacent roads, alleys, or the like, if any, shall not be deemed accepted by the City of any maintenance responsibility for such roads, alleys, or the like, unless otherwise specifically initiated by the City pursuant to current requirements and conditions.

SECTION 5. The City Manager is hereby directed to do all things necessary to effectuate this annexation.

SECTION 6. Repeal of Conflicting Ordinances.

All Ordinances or parts thereof or parts of the Code conflicting or inconsistent with the provisions of this Ordinance are hereby repealed.

SECTION 7. Severability

If any section, part of a section, paragraph, sentence, clause, phrase or word of this Ordinance is for any reason held or declared to be unconstitutional, inoperative or void, such holdings of invalidity shall not affect the remaining portion of this Ordinance and it shall be construed to have been the legislative intent to pass the Ordinance without such unconstitutional, invalid or inoperative part therein, and the remainder of this Ordinance

after the exclusion of such part or parts shall be deemed to be held valid as if such part or parts had not been included therein, or if this Ordinance or any of the provisions thereof shall be held inapplicable to any person, group of persons, property, kind of property, circumstances, or set of circumstances, such holdings shall not affect the applicability thereof to any other person, property or circumstances.

SECTION 8. Effective Date

The provisions of this Ordinance shall become effective upon adoption.

[The remainder of this page intentionally left blank.]

Passed on the first reading this 5th day of February 2024.

PASSED AND ADOPTED on the second reading this _____ day of _____, 2024.

Joel Flores, Mayor

Voted:
John Tharp, Deputy Mayor

Attest:

Quintella Moorer, City Clerk

Voted:
Peter Noble, Council Member, *District II*

Voted:
Judith Dugo, Council Member, *District III*

Voted:
Susy Diaz, Council Member, *District IV*

Voted:
Paula Bousquet, Council Member, *District V*

Approved as to Form and Legal Sufficiency:

Glen J. Torcivia, City Attorney

ANX-23-03
(Ordinance 2023-21)
Exhibit "A"
Date: January 05, 2024 PZBA

Revised: 01/11/2024

	DEVELOPMENT & NEIGHBORHOOD SERVICES STAFF REPORT AND RECOMMENDATION
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Subject/Agenda Item:
Ordinance 2023-21: ANX-23-03, 4901 and 4977 S. 56th Terrace City-Owned Parcels and LWDD Voluntary Annexation

A voluntary annexation of three (3) parcels of unincorporated Palm Beach County, including two (2) city-owned parcels adjacent to the existing city hall and a Lake Worth Drainage maintenance parcel of land totaling approximately 12.8627 acres to reduce an existing enclave. Please see "Exhibit A" for location map.

Recommendation to APPROVE

Recommendation to DENY

Quasi-Judicial

Legislative

Public Hearing

Originating Department: Planning & Engineering Project Manager _____ Gionni Gallier, Senior Planner	Reviewed By: Director of Development & Neighborhood Services (DNS) _____ Denise Malone, AICP, Director DNS
Approved By: City Manager _____ Andrea McCue	Public Notice: <input checked="" type="checkbox"/> Required <input type="checkbox"/> Not Required Date: 12/28/23 Paper: Lake Worth Herald Mailing <input type="checkbox"/> Required <input checked="" type="checkbox"/> Not Required Notice Distance: 300'
Attachments: <ul style="list-style-type: none"> Ordinance 2023-21 Annexation Information Sheets Location Maps 	City Council Action: <input type="checkbox"/> Approval <input type="checkbox"/> Approve with conditions <input type="checkbox"/> Denial <input type="checkbox"/> Continued to: _____

I. Executive Summary

The proposed annexation involves multiple parcels, totaling approximately 12.8627 acres, located within unincorporated Palm Beach County and identified within the City's Future Annexation Area. These parcels are part of an existing Palm Beach County enclave adjacent to the City's boundaries and consequently, the proposed annexation will reduce the size of an existing enclave. The City purchased two (2) of the properties on November 18, 2022, which are directly adjacent to City Hall and will allow for the expansion of the existing site in the future to address future demands of the City. The City contacted the Lake Worth Drainage District (LWDD) who gave consent to voluntarily annex their adjacent Right of Way which is adjacent to the City's property and extends east along the canal 14 right-of-way to Haverhill Road.

The applicants are proposing a voluntary annexation as provided for in Section 171.044, Florida Statutes. This annexation proposal was advertised in the Lake Worth Herald on December 28, 2023. Additionally, the proposal was submitted to the County Administrator and to County Planning staff on December 29, 2023 via certified return receipt. To date, Staff has not received any objections to the request.

II. Site Data:

Property Information:	See Exhibit A
Size:	12.8627 total acres

III. Annexation/Zoning History:

This collection of properties, currently part of unincorporated Palm Beach County, encompasses multiple parcels totaling 12.8627 acres. These parcels include both developed lands, featuring single-family homes, and a parcel owned and utilized by LWDD to maintain their adjacent Canal 14. They are all situated within the designated Future Annexation Area of the City, forming part of several Palm Beach County enclaves adjacent to the City's limits.

The first City-owned parcel, located at 4901 South 56th Terrace, is developed with a 4,356 square foot single family home including a 936 square foot detached garage. The second parcel, located at 4977 South 56th Terrace, is developed with a 3,329 square foot single-family home with a 725 square foot detached garage. The parcels are accessed via a access easement across the rear properties of three single-family lots located on Misty Pines Trail in unincorporated PBC. The two (2) properties are directly adjacent to the existing Greenacres City Hall. The adjacent parcel to the south, owned by LWDD, is clear of any development so that it can be utilized by LWDD to maintain their Canal 14 right-of-way.

The parcels have a Palm Beach County (PBC) Land Use designation of LR-1, Low Residential, 1 unit per acre and a Palm Beach County Zoning designation of Agricultural (AR). Future planning applications for these parcels, including comprehensive plan amendments, zoning changes, and site and development plans, will be considered and processed following the successful annexation into the City. The proposed annexation of these parcels is a voluntary action by the applicants, in compliance with Section 171.044, Florida Statutes.

IV. Applicable Comprehensive Plan Provisions:

Annexation Element:

- Objective 1, page ANX 19-- Addresses efficiency, concurrency and levels of service (LOS).
- Objective 1, Policy c), page ANX 19-- Prohibits creating enclaves, or pocket areas which are not reasonably compact.
- Objective 2, page ANX 19-- Encourages orderly annexation in the future annexation boundaries through coordination with adjacent municipalities and Palm Beach County.
- Objective 4, page ANX 20-- Supports annexations which are deemed necessary to promote the orderly growth of the City and will not adversely impact the City's ability to fulfill other plans.
- Objective 4, Policy a), page ANX 20-- Outlines six guidelines for annexations.

The proposed voluntary annexation is consistent with the Comprehensive Plan and the City’s mapped Future Annexation Area.

V. Applicable City Code and Statutory Provisions:

- Article III, Section 10** of the City Charter relating to annexation.
- Sec. 16-8 of the City Code** relating to zoning of annexed areas.
- Chapter 171, Florida Statutes** relating to voluntary annexation.

The proposed voluntary annexations are consistent with the City Code of Ordinances, comply with the Florida Statutes, and the City’s procedures for annexation have been met.

VI. Staff Analysis:

Development Review Committee Comments:

The petition was informally reviewed by the Development Review Committee (DRC).

- Planning and Engineering: Incorporated into report
- Building: No objections
- Public Works: No objections
- Fire Rescue: No objections
- PBSO District #16: No objections

Background:

A voluntary annexation of two City owned parcels of land totaling 8.69 acres and an annexation of an adjoining Lake Worth Drainage District (LWDD) parcel totaling 4.1727 acres to further reduce the size of the current enclave. The three (3) parcels are 12.86 acres in total. The City purchased the two (2) properties on November 18, 2022, in order to be able to address the future service demands of the city. The properties will require site and development plan approval to develop in the future, which would address impacts on adjacent roadways and properties prior to approval. The LWDD parcel is currently clear of any development and it utilized to access and provide maintenance to the adjacent Canal 14 drainage right-of-way.

Annexation Findings of Fact:

The proposed annexation is consistent with the Goals, Objectives and Policies of the City's Comprehensive Plan. The parcel is contiguous to the City and is within the boundaries of the Future Annexation Area in the Annexation Element of the Comprehensive Plan. Please see attached Annexation Feasibility Study and Urban Services Report Chapter §171.042, F.S. for additional information.

In addition, the following six guidelines, as specified in Objective 4(a) on page 20 and 21 of the Annexation Element within the Comprehensive Plan, must be addressed. The guidelines apply to both City-initiated and voluntary annexations.

Specific Criteria Findings:

In all annexation requests, the City shall be guided by the following:

- (1) **The area in question must meet statutory requirements pertaining to contiguity, compactness and irregular shape.**

Findings: The annexations are consistent with the provisions in Chapter 171, F.S., Specifically the subject properties are not irregular in shape, reasonably compact, and immediately contiguous to the City's municipal boundaries. The subject areas are located within an existing enclave, thus the proposed annexations will reduce the size of the existing enclave.

- (2) **The petitioned area must have "a unity of interests with the City" and be "a logical extension" of the City's boundaries.**

Findings: The subject property has "a unity of interests with the City" and is "a logical extension" of the City of Greenacres' boundaries. The property is identified as part of the Future Annexation Area in the City's Comprehensive Plan. The sites are also an infill location contiguous to the City's boundary within an existing unincorporated pocket. The annexation of the parcels is a logical extension of the city limits and provides for the extension of the City's boundaries toward future annexation of the pocket area.

The development is compatible and consistent with other development in the City that desires the local support services such as recreation, parks, and local City Hall services. The interests of the existing and proposed community are congruent to the City's.

(3) The area shall have a growth potential sufficient to warrant the extension of services.

Findings: The area has a growth potential sufficient to warrant the extension of services. Development and redevelopment activity is taking place in the immediate vicinity and adjacent properties within the City are already receiving City services. Since the property is owned by the city, it will be utilized to meet the demands to meet all required level of service to the city residents.

(4) The deficit of income against expense to the City shall not be unreasonable.

Findings: The annexation of the subject property will not create an unreasonable expense or burden upon the City of Greenacres. Since the subject property is contiguous to developed parcels already in the City, and it is located in an existing unincorporated pocket, its annexation will not adversely affect the City's overall level of service, nor will it substantially increase costs to the City to warrant the annexation unreasonable.

(5) The advantages both to the City of Greenacres and to the petitioned area must outweigh the disadvantages.

Findings: The advantages to both the City of Greenacres and the proposed annexation area outweigh any potential disadvantages. The City will benefit by annexing land that is currently identified in the future annexation area and implementing goals, objectives and policies of the Annexation Element of the Comprehensive Plan to eliminate pocket areas. Further, the annexation of the subject property will allow the City to improve the identity of the area as being part of Greenacres and improve service delivery efficiency between the City and Palm Beach County.

(6) The City of Greenacres must be willing and able to provide City services as well as ensure that services provided by Palm Beach County are furnished to the newly annexed area within a reasonable time.

Findings: The City of Greenacres will be able to provide any required City services to the subject property without degrading any established levels of service, since the City is already providing governmental services to other developments in the immediate area of the subject parcels. Through zoning changes and site plan approval processes, any new development proposed for the properties must demonstrate that services can be provided at the established Level of Service.

Summary of Annexation Criteria:

The voluntary annexations meet all the guidelines specified in the City's Comprehensive Plan and Chapter 171 of the Florida Statutes for the annexation of property. It is a logical extension of the City's boundaries in locations identified as part of the City's future annexation area and will eliminate an existing enclave area.

VII. Staff Recommendation:

Approval of ANX-23-03 through the adoption of Ordinance 2023-21.

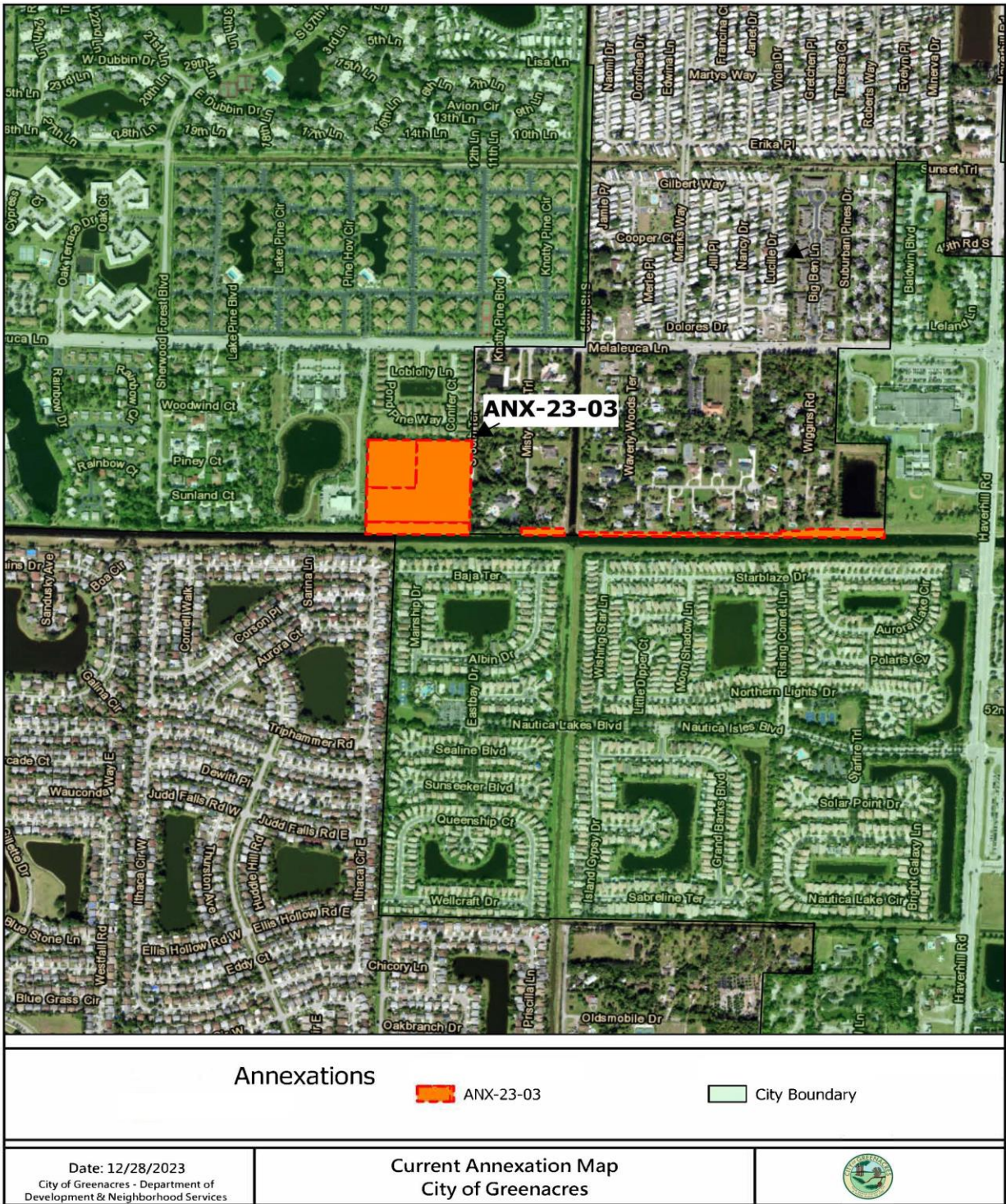
**PLANNING AND ZONING BOARD OF APPEALS
RECOMMENDATION – January 11, 2024**

The Planning Commission on a motion made by Commissioner Edmundson and seconded by Commissioner Fitzgerald, voting four (4) to one (1) with Commissioner Hayes dissenting, ***recommended approval*** of Annexation ***ANX-23-03*** (*4901 and 4977 S. 56th Terr/LWDD*), as presented by staff.

CITY COUNCIL ACTION 1st Reading – February 5, 2024

CITY COUNCIL ACTION Adoption Hearing –

Exhibit A (Voluntary Annexation Map and Information Sheet)



**Palm Beach County
Annexation Information Sheet**

Please submit the following information regarding each proposed annexation:

Annexation Name	ANX-23-03 City-owned Parcels (4901 & 4977 S 56th Terrace, LWDD Canal)
Annexation Type	Voluntary
Acres	12.8627 acres
Location	4901 & 4977 S 56th Terrace, south of Melaleuca Lane and adjacent LWDD canal right-of-way
Existing Use	Single-family, drainage easement
Proposed Use	Government Use
County Future Land Use	PBC LR-1 Low Residential, 1 Unit per Acre
County Zoning	PBC Agricultural Residential (AR)
City Future Land Use	Public Institution (PI)
City Zoning	Government Use (GU)
First Reading (if known)	February 5, 2024
Second Reading (if known)	March 4, 2024
Ordinance Num. (if known)	Ordinance 2023-21
Location Map	(Please Attach)
Parcel Control Numbers	00-42-44-26-00-000-7040 00-42-44-26-00-000-7100 00-42-44-26-00-000-5420

City of Greenacres Voluntary Annexation Parcels

Urban Services Report Chapter §171.042, F.S.

(1) This Urban Services Report sets forth the plan to provide urban services to the area to be annexed and includes the following per §171.042, F.S.:

(a1) A map of the City and adjacent territory showing the present and proposed municipal boundary.

See Attached Map

(a2) A map indicating the present major trunk water mains and sewer interceptors and outfalls, and the proposed extensions of such mains and outfalls, as required in paragraph (c).

Existing Services are Provided by Palm Beach County and will remain as such, No Extensions Required, See County Maps

(a3) A map of the general land use pattern in the area to be annexed.

See Attached Map

ANX 23-03 City-Owned Parcels and LWDD Canal Parcel- surrounded by residential except for Government use to the west (City Hall).

(b) A statement certifying that the area proposed to be annexed meets criteria in s. 171.043 Character of the Area to be Annexed.

All areas proposed to be annexed meet criteria in s. 171.043. The annexation will be reducing existing enclave areas.

Per s. 171.043(1), the proposed annexation area is reasonably compact, is contiguous to the City, and is not located within the boundary of another incorporated municipality. See Attached Map.

Per s. 171.043(2), part or all of the area is developed for urban purposes. The area meets 2(c) as it is so developed that at least 60 percent of the total number of lots and tracts in the area are used for urban purposes and that it consists of lots and tracts 5 acres or less in size. See Attached Annexation Information Sheets

(c) A statement that describes the City’s plans for providing the area proposed to be annexed with those municipal services provided throughout the other areas of the City at the time of annexation.

The City has the ability to and will provide for continued urban services for each major municipal service performed in the same manner and on the same basis as currently provided for properties within the City of Greenacres. All properties are within the PBCWUD Service Area. All services will be provided by the current service providers with the exception of Fire that will go from Palm Beach County Fire Rescue to The City of Greenacres Fire Rescue. The Greenacres Fire Station #95 is closer to the subject parcels than the current PBC Fire Station. All levels of Service will be maintained.

Annexation Feasibility Study (AFS)

4901 and 4977 S. 56th Terrace City-Owned Parcels and LWDD Voluntary Annexation

The following provides for the Annexation Feasibility Study (AFS) in accordance with the guidelines in the Current Annexation Element of the City Comprehensive Plan whereby the City shall undertake an annexation feasibility study (AFS) for every annexation request that is ten (10) acres or greater in size. The study shall determine the feasibility of annexation based upon a detailed report that addresses seven (7) broad areas outlined below:

a) An inventory of the extent and quality of Palm Beach County and other government services and facilities already existing in the petitioned area. (1) Such services and facilities would include, but not be limited to fire protection, police protection, sewage disposal, water supply, storm drainage, refuse and garbage collection and disposal, street paving and maintenance, street lights, schools, libraries, parks and recreation, etc.

The LWDD parcel will continue to be maintained for drainage maintenance purposes with no anticipated future development.

The City has the ability to and will provide for continued urban services for each major municipal service performed in the same manner and on the same basis as currently provided for adjacent properties within the City of Greenacres including the adjacent City Hall site. All levels of service are being met and will continue to do so. The subject properties are within the Palm Beach County Water Utility (PBCWUD) Service Area for water and sewer should future expansion be desired and feasible. All services will be provided by the current service providers with the exception of Fire that will go from Palm Beach County Fire Rescue to The City of Greenacres Fire Rescue. The Greenacres Fire Station #95 is closer to the subject parcels than the current PBC Fire Station. Police will continue to be serviced by the Palm Beach County Sheriff Office. All levels of Service will be maintained.

b) The services and facilities to be supplied upon and during the first five (5) years following annexation. (1) This component would address the specific responsibilities for public improvements by the City, Palm Beach County, other governmental jurisdictions and the annexing property owners. (2) A schedule of public improvements that would amend the Capital Improvements Element of the Comprehensive Plan and the City's Capital Improvements Program would also be formulated.

The LWDD parcel is and will continue to be for drainage maintenance purposes with no anticipated future development. The City-owned parcel is anticipated to be developed for governmental services with an Emergency Operations Center and fire training facility described as Project 301-238 in the City Capital Improvement Schedule. Funds have been programmed for the FY2024 for Planning and Design.

c) The costs of furnishing needed services and facilities would be analyzed. (1) City costs to be analyzed, but not be limited to include the provision of public safety services; infrastructure improvements and maintenance; leisure services (parks and recreation); and other general government services.

For the City-owned parcel, City costs for services and facilities is based on the capital improvement program analysis. The City anticipates and planned for approximately 8 million for the construction of the EOC and fire training facilities for this site.

d) The amount of potential revenue from the annexed area. (1) Potential City revenues may include, but not be limited to ad valorem taxes, utility taxes, license and permit fees, charges and fines, user charges and impact fees.

The LWDD site will not be a revenue generator as it is exempt from taxes and there are no municipal services beyond LWDD responsibility to maintain the parcel for drainage maintenance.

The City-owned parcel will not generate any taxes as it is exempt. Any construction costs would exceed revenue from other sources and are anticipated programmed expenses based on the capital improvement program analysis.

e) The costs and benefits of annexation to the annexing property owners. (1) Such analysis would detail the potential additional costs to property owners and the potential benefits of being annexed into the City.

The City will benefit from the anticipated development of the City-owned site as an EOC and fire training facility. The site will serve as a central command and control facility responsible for carrying out the principles of emergency management or disaster management functions.

f) The cost balance (excess of costs or excess of revenue) to the City.

Costs are necessary to develop the site as intended and maintain level of government service.

g) Other Special Factors (1) This component would address special factors that may include, for example, new industry or development uses anticipated in the area(s) or the long term implications that such annexations may have on City affairs or future annexation efforts.

This is a City-owned site and LWDD drainage maintenance parcel that will continue to provide governmental services benefitting the City of Greenacres.



Department Report

MEETING DATE: February 5, 2024
FROM: Michele Thompson, Director, Community & Recreation Services
SUBJECT: Community & Recreation Services Dept. – December Report

ADMINISTRATION

PERFORMANCE MEASUREMENT	THIS PERIOD	FY2024 TO DATE	FY 2024 BUDGET
No. of Contracts Executed/Renewed	1	2	3
No. of Collaborative Partnerships	2	9	27
No. of Vendor/Independent Contractor Agreements	8	8	30
No. of Educational Scholarship Applications R'cd	-	-	20
No. of Community Events Coordinated	1	4	10
No. of Event Participants	5,500	7, 840	36,900
No. of Little Free Libraries (LFL)*/Story Walk	0	32/2	32/2
No. of Business Sponsorships	7	7	22

FACILITY RENTALS

FACILITY RENTALS	THIS PERIOD	FY2024 TO DATE	FY 2024 BUDGET
Fields/Concession Stands	49	179	900
Pavilions	33	116	500
Center Facility	38 ¹	168 ¹	900
Monthly Center Attendance	2,631	8,469	4,200

¹**101** Additional Free Rentals: **28** Gym: YP/BBall Winter League, **12** Banquet Room: PBSO/Ballroom/YP/PBC Board/Community Meeting/SS Luncheon, **0** Room 1: N/A, **3** Room 2: Spotlighters, **19** Room 3: Senior Social, **5** Room 4: AARP/Spotlighters/YP/ESE, **10** Com. Park: PB Square Dance/HIP, **24** Freedom Park: Tai Chi/Fall Soccer league

REVENUE

FACILITY RENTALS REVENUE	THIS PERIOD	FY2024 TO DATE	FY2024 PROJECTED
Rental Revenue Generated	\$11,478.33	\$44,086.45	\$170,000

ATHLETICS

YOUTH ATHLETICS	THIS PERIOD	FY2024 TO DATE	FY2024 PROJECTED
FY24 Co-ed Fall Soccer (10/6/23-12/8/23) • Registration Period 7/31/23 – 10/6/23	-	229	200
FY24 Co-ed Spring Soccer (3/4/24-5/17/24) • Registration Period 1/8/24 – 3/1/24	-	-	200
FY24 Co-ed Winter Basketball (12/4/23-3/8/24) • Registration Period 9/5/23 – 11/2/23	7	141	160
FY24 Spring Skill Development Basketball Program (Monthly Attendance)	-	-	340
Co-ed Summer Basketball Skills Camp	-	-	40

Athletic Sponsors: Renaissance Charter School, Greenacres Nissan, Eastern Freight Forwarders & Carbon Health

COMMUNITY SERVICES

CROS MINISTRIES FOOD PANTRY DATES	NO. OF HOUSEHOLDS	NO. OF INDIVIDUALS
November 9 th	39	43
December 14 th	29	72
TOTAL YTD	155	276

SENIOR PROGRAMS

SENIOR SOCIAL	SPONSORS	NO. OF PARTICIPANTS YTD
Meal Program; Dances; Games/Bingo; Special Events Mon/Wed/Fri. (3 x 18)	Wellmax; Humana; Sunshine Health; Absolute Best Ins.; HealthSun	197

FY24 EVENTS & SPONSORSHIPS

EVENTS	SPONSORS/PARTNERS	FY2024 EXPENSE	FY2024 ATTENDEES
Trunk or Treat	PBSO	N/A	1,100
NNOAC	PBSO	\$3,131	1,200
Holiday in the Park (12/9/23)	WM; Nissan; Florida Blue; Wellington Renaissance Charter; Sunshine Health; Ambetter; Steinger/Green/Feiner; Forest Hill Orthodontics; Rosenthal/Levy/Simon/Sosa,	\$35,171	5,500
Fiesta de Pueblo (1/6/24)	Co-Sponsored by Fiesta de Pueblo, Inc.	\$4,317	11,500
Artzy Eve. at City Hall (1/27/24)		\$15,611	
Daddy Daughter Dance (2/10/24)		\$6,662	
Egg'stravaganza (3/30/24)		\$22,594	
Rock-n-Roll Sunday/FR Chili Cook-Off (5/19/24)	Co-Sponsored by PBC Nam Knights	\$8,789	
Ignite the Night (7/4/24)		\$77,477	
<i>Back2School</i> Supply Distribution (7/27/24)		\$8,249	
Senior Health & Resource Fair			



Department Report

MEETING DATE: December 18, 2023

FROM: Denise Malone, AICP, Development & Neighborhood Services Director

SUBJECT: December 1, 2023, through December 31, 2023

Development & Neighborhood Services

Planning & Engineering Division

NEW CASES

ANX-23-01

As part of the interlocal annexation agreement, annexing into the City a PBC utility easement located at 6297 Lake Worth Road. (Scheduled for the Planning Zoning Board of Appeals meeting on January 11, 2024)

Denton Nursery – 4964 Gardner Lane

A request for a voluntary annexation (ANX-23-02) for one parcel of land totaling 3.6 acres and a special exception (SE-23-02) request for a commercial nursery and landscape service operation. (Scheduled for the Planning Zoning Board of Appeals meeting on January 11, 2024)

ANX-23-03 - City EOC Site – 4901 and 4977 S. 56th Terrace

A voluntary annexation of two City owned parcels of land totaling 8.69 acres. (Scheduled for the Planning Zoning Board of Appeals meeting on January 11, 2024)

ANX-23-04 - S Haverhill Road

A voluntary annexation of twelve parcels of land totaling 3.9895 acres. The sites are located at 4222 S Haverhill Rd, 4220 S Haverhill Rd, 4210 S Haverhill Rd, 4194 S Haverhill Rd, 4168 S Haverhill Rd, 4960 Thomas Ave, 4944 Thomas Ave, 4221 S Haverhill Rd, 4239 S Haverhill Rd, 5051 Flory Dr, 4205 S Haverhill Rd, 4187 S Haverhill Rd. (Scheduled for the Planning Zoning Board of Appeals meeting on January 11, 2024)

Astoria Towns

A request by the owner, for a land use change (CPA-23-04) from residential medium density and Commercial to Residential High Density, a zoning change (ZC-23-02) from residential medium density and commercial general to residential high density and site and development plan (SP-23-06) to construct 60 townhomes in a 6, 7 and 8 unit building and a variance (BA-23-07) from the minimum side setback of 20 ft. between end units and to the maximum number of 6 units per building. The site is located at 6240 Dodd Road and the vacant parcel.

Murphys USA Greenacres

A request by the owner for a Special Exception request (SE-23-05) for a proposed convenience store and gasoline service stations within the Commercial Intensive zoning district, a variance request (BA-23-08) from the required 1500 foot separation of an existing gas station and convenience store to 750 feet and a site and development plan (SP-23-07) to construct a 2,824 convenience store and gas station with 6 pumps. The site is located at 6270 Forest Hill Boulevard.

CURRENT PLANNING CASES

Bethesda Tabernacle

A request by the owner for a site and development plan approval (SP-99-04C) to modify the previously approved site plan and a special exception (SE-23-01) to develop a 28,930 square foot House of Worship and accessory uses at 4901 Lake Worth Road. (Awaiting response to sufficiency review) (Preliminary Engineering plans reviewed but not approved yet)

CPA-23-01

A Comprehensive Plan Text Amendment to create a new Multiple Land Use (MLU) Future Land Use Designation providing for a mixture of high density residential with tiered workforce housing density bonus provisions if criteria are met and non-residential uses. (PZBA meeting on May 11, 2023 and City Council first reading on June 5, 2023. State reviewed as part of the State Expedited Review process for Comprehensive Plan Text amendments and issued no objection recommendation or comments (ORC) report. Public hearing is required to take place within 180 days in order to adopt the amendments.-City decided not to pursue and is looking at other options.)

3130 Perry Avenue

A site and development plan (SP-22-03) for a vacant parcel to construct a 6241 sq. ft office space totaling 4 bays for flexible office space use. The site is located on the northeast corner of Perry Avenue and 10th Avenue South. A request by the owner for a variance (BA-23-03) request to reduce the landscape buffer on the eastern side of the site plan from 10 ft to 5 ft. (Awaiting receipt of applicant's response to DRC comments and outside agency approvals for the site plan submittal. The variance application is on hold until DRC comments are addressed for the site plan) (Preliminary Engineering plans reviewed but not approved yet)

CPA-22-02 - EAR

A City-initiated request for comprehensive plan text and map amendments as required by the State Evaluation and Appraisal Review (EAR) due to be transmitted to the State in September. Staff is finalizing the draft Goals, Objective, and Policies (GOPs) and supporting Data and Analysis (D&A). (Scheduled for City Council first reading on December 4, 2023 and transmitted to review Agencies on December 18, 2023. Anticipated adoption for March 2024).

Church of God 7th Day of Palm Beach

A request by the applicant for a site plan amendment (SP-08-01C) to change the metal roof to asphalt shingle due to cost constraints. The site is located at 3535 S. Jog Road. DRC meetings April 14 and April 21, 2022. City Council on May 2, 2022. The City Council postponed until the applicant is ready for certificate of occupancy.

Garden Square

A request by the owner for a site plan (SP-23-03) approval to construct 4 - five-unit townhomes and 6 - four-unit townhomes (total of 44 units). The site is located at 6645 Chickasaw Road. (Scheduled for DRC meeting on December 21, 2023) (Preliminary Engineering plans reviewed but not approved yet)

Iglesia Bautista Libre Emmanuel – 5083 Lake Worth Rd

A request by the property owner for a major site plan amendment (SP-22-05A) and a special exception request (SE-22-04) to allow a house of worship within an existing building located within a Commercial Intensive zoning district and a variance request (BA-22-01) to allow for a reduction in the front and rear landscape buffers. The site is located at 5083 Lake Worth Road. (DRC reviewed on October 13, 2022. The applicant requested a postponement for the variance petition from the PZBA meeting on December 8, 2022, application revised to include adjacent . (Resubmittal received on October 24, 2023. Scheduled for DRC review on November 9, 2023)

Interlocal Annexation 2022

Annexation (ANX-22-02) of sixteen enclaves located on Chickasaw and Wry Road into the City through an Interlocal Agreement with Palm Beach County. (Staff anticipates initiating in the near future given progress on the City proposed Chickasaw Road Improvement)

Orchid Cove

A request by Aaron Taylor, representative of the property owner, US Nursing Group Florida, LLC, for Site Plan (SP-23-01) approval of a twelve duplex unit development on the west side of Jog Road at 1105 S Jog Road and an administrative variance request (BA-23-04) for a 5' reduction from the required rear setback and side street back. (Resubmittal received on November 3, 2023 under staff review. Preliminary Engineering plans reviewed but not approved yet)

Pentecostal Tabernacle

A request by the owner for a variance (BA-23-0) to allow for a fence to be located within the front yard of the Church. The site is located at 6030 Lake Worth Road. (Awaiting receipt of comments from insufficiency letter sent December 18, 2023)

The Pickleball Club

A request by the owner for an administrative variance (BA-23-06) to reduce the northern property line setback, a special exception (SE-23-02) request to allow a private club and associated outdoor recreational facilities in a RL-3 zoning district and a site and development plan (SP-23-05) to construct a 16 indoor court facility totaling 14,973 sq.ft. with a second floor mezzanine, 3 outdoor pickleball courts and 2 outdoor bocce ball courts. The site is located at 5208 S. Haverhill Road. (Scheduled for DRC meeting on December 21, 2023 and the special exception is scheduled for the Planning Zoning Board of Appeals meeting on January 11, 2024)

Soma Medical

A request by the owner for a site and development plan (SP-23-04) to construct a 10,357 sq.ft. medical office building. The site is located at 3581 S. Jog Road. (Scheduled for DRC meeting on December 21, 2023)

SITE PLAN AMENDMENTS

Braman Honda

A request by the owner for a minor site plan amendment (SP-97-06K) to add 13 EV charging stations and a 5' transformer to the site plan. The site is located at 5200 Lake Worth Road.

Potentia Academy Site Plan Amendment

The petitioner is requesting a minor site plan amendment (SP-11-01D) to add a portable 1,269 sq. ft. classroom. The site is located at 4784 Melaleuca Lane. (Time extension granted until May 3, 2023, May 26, 2023 meeting with applicant. Awaiting receipt of remaining fees for Major Site plan amendment and applicant response)

ZONING TEXT AMENDMENTS

None.

RESIDENTIAL DEVELOPMENT PROJECTS

Catalina Estates

Plat application received on May 16, 2019. Comments letter sent to applicant on July 17, 2019, resubmittal received on August 25, 2019 and approved by City Council on October 7, 2019. Project being built. Zoning, landscape and building inspections are being conducted when requested. Final inspections have been completed. Ready for closeout. Approved Maintenance bond in place until July 2024.

Ranchette Road Townhomes

Plat Application received on March 23, 2021. Comments letter sent to applicant on May 17, 2021, resubmittal received on June 1, 2021. Final plat received and utility permit reviewed by City's engineer. Plat approved by City Council on October 4, 2021. Utilities permit approved by City's consulting engineer on 10/1/2021. Pre-construction meeting held on November 19, 2021. On September 16, 2022 final walk through was completed TCJA approved.

Blossom Trail (Nash Trail)

Plat application received on July 8, 2022. Complete submittal of application received. Final engineering permit reviewed but no Engineering Permit approved yet. (Plat Revisions. Waiting on applicant to provide required revised Plat and associated documents to proceed with Council Final Plat approval).

NON-RESIDENTIAL DEVELOPMENT PROJECTS

Church of God 7th Day (3535 S Jog Road)

The building permit and engineering permit are both issued for the development. Stop work order was issued by Building Official on September 28, 2018. Subsequent meetings have been held with Building Official and Consultant Engineer as well as DNS staff. Code enforcement provided a time certain of July 19th to bring the exterior code maintenance items into compliance. (Applicant responded to Code Enforcement request for site maintenance. Active building permits. Code and Building Divisions will continue to monitor for compliance).

Chick Fil A

The building permit has been received. Awaiting receipt of engineering permit and outside agency permits.

Mint Eco Car Wash (4840 Lake Worth Road)

The engineering permit has been reviewed but no Engineering permit approval yet.

EI Car Wash (6200 Lake Worth Road)

The engineering permit has been reviewed but no Engineering permit approval yet.

The Pickleball Club (FKA Palm Beach Christian Academy)

Property is currently under contract with The Pickleball Club.

Application for the Pickleball Club was received on 11/20/2023 and is currently being reviewed. Staff has met multiple times with the applicant. The project is anticipated to go to PZBA in January 2024 and to City Council in February 2024 for Special Exception and Site Plan request.

GIS

BTR/Fire/Finance Fees Map/Database

Map all active/inactive BTR licenses to create a citywide database that will combine to show active fees for fire inspections and BTRs. This effort attempts to provide a workaround for Fire, Finance and Business Tax to query and record all fees attached to BTRs. The goal is to use GIS as a central database that can be used in the field for fire inspections and in house by Finance staff.

Finance Asset Management

Assist the Finance Department with the mapping of all major and minor assets. This effort provides spatial visualization of all assets and database for quick access. The purpose is to assist with FEMA and insurance reimbursement.

TEMPORARY USE PERMITS

TU-2023-2214 –Hoffmans Chocolate Christmas Tree - Approved

A temporary use permit for Hoffmans Chocolate located at 5190 Lake Worth Road. The permit is for a 40' Christmas Tree with light, set up on November 20, 2023 and being on display from 11/24/2023 through 12/31/2023. The tree lighting ceremony will be on the 24th, there is no food trucks, signs or photo booths and will not be blocking any part of the parking lot.

TU-2023-2444 – Walmart Holiday Trailers - Approved

A temporary use permit request for holiday trailers to be located at Walmart through February 15, 2024. The site is located at 6294 Forest Hill Blvd.

TU-2024-0276 – Holiday in the Park Tree Lighting - Approved

A temporary use permit request for the City's Annual Tree Lighting Ceremony on December 9, 2023 from 5:00 pm to 9:00 pm. The event will include food trucks, bounce houses, music, face painter, inflatables and craft vendors.

TU-2024-0152 – Fiesta De Pueblo Expo - Approved

A request for a temporary use permit for an event "Fiesta de Pueblo" to be held on Saturday, January 6, 2024, from 12:00 pm to 10:00 pm at Samuel J. Ferreri Community Park, 2905 Jog Road. The event will include the sale of alcohol, food trucks, live music, merchandise vendors and banners and signs.

TU-2024-0265 – New Look Mobile Alteration- Approved

A request from Serge Bozieux for sign and flag new opening promotion of "New Look Mobile Alteration" at 5700 Lake Worth Road.

TU-2024-0109 – C & O Restaurant Group Inc. – 6376 Forest Hill Blvd (El Centenario) – In Process

A request from the restaurant for "Live Entertainment Permit" for DJs/Karaoke/Live local artists for Friday and Saturdays from 9:00 pm to 1:30 am.

TU-2024-0391 – Planet Fitness Storage Containers for 6488 Lake Worth Road – In Process

A temporary use permit request for Planet Fitness for storage containers, dumpster and restroom while interior renovations are being done (associated with building permit)

TU-2024-0374 – Flagstar Bank – In Process

A temporary use permit for a banker sign over the wall. The site is located at 6404 Lake Worth Road.

FY 2024 Data:

Case Approvals	Current Period	FY 2024 to Date	FY 2024 Budget
Annexation	0	0	2
Comprehensive Plan Amendment	0	0	3
Zoning Changes	0	0	3
Special Exceptions	0	1	4
Site Plans	0	1	5
Site Plan Amendments	0	1	10
Variances	0	0	3
Zoning Text Amendments	0	2	3

Inspection Type	Current Period	FY 2024 to Date	FY 2024 Budget
Landscaping	1	17	80
Zoning	1	10	45
Engineering	4	8	75

Building Division

Building Department Report (December 1, 2023 – December 31, 2023)

1) ADMINISTRATION:

- a) Researched and completed Fifty-nine (59) lien searches providing open and/or expired permit information.
- b) Researched and completed forty-two (42) records requests for historical permits.

2) PERMITS/INSPECTIONS:

PERMITS/INSPECTIONS	DURING THIS PERIOD	FYTD 2024
New Applications Received / Permits Created	200	568
Applications Approved	103	305
Applications Canceled	10	17
Applications Denied	0	3
Applications Reopened	1	2
Permits Issued	154	474
Permits Completed	118	413
Permits Canceled	4	14
Permits Reopened	19	96
Permits Expired	47	130
Inspections Performed	352	1307
Construction Value of Permits Issued	\$2,161,823.45	\$5,595,412.65
Construction Reinspection Fees	\$600.00	\$1450.00
Extension/Renewal Fees	\$1,384.94	\$7,337.42
CO's Issued	3	14
CC's Issued	0	0
Temporary CO's Issued	1	3

3) BUSINESS AND CONTRACTOR REGISTRATION:

(See Attached Summary Reports)

4) PERMIT APPLICATIONS IN PLAN REVIEW – PRINCIPAL NEW OR REMODEL PROJECTS:

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT#
Aaxon Laundry	3989 S Jog Rd	2633	Interior Renovation	2024-0587
Discount Tire	5990 Lake Worth Rd	1704	Interior Renovation	2024-0536
Dunkin Donut	4644 Lake Worth Rd	2169	Interior Remodel	2024-0471
Charley's Cheesesteaks	6726 Forest Hill Blvd	1260	Tennant Improvements	2024-0314
Chik fil A	6802 Forest Hill Blvd		New Construction	2024-0270
Walmart	3911 Jog Rd	15,000	Interior Remodel	2023-2761
El Car Wash	6200 Lake Worth Rd	3724	Construct Car Wash	2023-2487
Dunkin Donut	6097 Lake Worth Rd	1292	Interior Remodel	2023-2464

5) PROJECTS IN PROGRESS – PRINCIPAL REMODELING/RENOVATION: 1733

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT #
Certified Spine	6415 Lake Worth Rd #307	1598	Tennant Improvement	2023-2290
Lisa Dance Studio	3963 S Jog Rd		Interior Remodel	2023-2248
Planet Fitness	6488 Lake Worth Rd		Interior Remodel	2023-2140
Gyro GR	6852 Forest Hill	1682	Interior Remodel	2023-1965
WSS	6358 Forest Hill	10,168	Interior Remodel	2023-2182
Smoothie King	3899 S Jog	1,000	Interior Buildout	2023-1731

Fire Station	2905 S Jog		Interior Remodel	2023-1733
Public Storage	6351 Lake Worth Rd		Interior Remodel	2022-2283
Convenience Store/Laundry	5470 10 th Ave N	1,604 sq.ft.	Interior Remodel – Add Coin Laundry to Convenience Store	2021-1191
Ministries in Bethel	3950 S 57 th Ave	6,939 sq.ft.	House of Workship	2021-0365
Church of God 7 th Day	3535 S Jog Rd	11,500 sq. ft.	House of Workship	2016-2382

6) PROJECTS IN PROGRESS – PRINCIPAL NEW CONSTRUCTION:

PROJECT	ADDRESS/LOCATION	UNITS OR SQ. FT. APPROVED	UNITS C.O.'D
Single Family	310 Walker Ave	1 S/F	0
Single Family	344 Fleming Ave	1 S/F	0
Single Family	240 Walker Ave	1 S/F	0
Single Family	236 Walker Ave	1/SF	0

Code Enforcement Division

Code Division Report (December 1, 2023 – December 31, 2023)

CODE ENFORCEMENT	DURING THIS PERIOD	FYTD 2023
Inspections Related to Active Code Cases	117	446
New Cases Started	36	134
Cases Complied	36	110
Current Open Cases	185	208
Notices Sent	83	315
Illegal Signs Removed from right-of-way	85	331
Inspections Not Related to Active Code Cases	89	365
Complaints Received and Investigated	16	56
Warning Tickets	62	330

- 3950 S.. 57th – Greenacres Learning Ctr – last inspection passed 12/18/23
ROW permit issued 12/1/23
- 3535 S. Jog – Church of Seventh Day – last inspection passed 9/28/23
- 6450 Melaleuca Lane – Crown Plaza – permit approved 2023-2451
Code Case 4-23-9772
- 4720 Melaleuca – Willwood Stables – Code Case 12-23-10103

Code Enforcement - STATS FY 2024

	NOTICES		WRITTEN		
	<u>MAILED</u>	<u>SIGNS</u>	<u>INSPECTIONS</u>	<u>COMPLAINTS</u>	<u>WARNINGS</u>
OCTOBER 2023	112	156	189	21	220
NOVEMBER 2023	96	90	87	19	48
DECEMBER 2023	107	85	89	16	62
JANUARY 2024					
FEBRUARY 2024					
MARCH 2024					
APRIL 2024					
MAY 2024					
JUNE 2024					
JULY 2024					
AUGUST 2024					
SEPTEMBER 2024					
	NOTICES		WRITTEN		

License Activity Report

Activity Date Range 12/01/23 - 12/31/23

Summary Listing

License Type	Category	Application Received	Application Denied	Application Approved	New License Issued	License Renewed	License Revoked	License Canceled
Contractor Reg - Contractor Registration	Business	32	0	0	14	0	0	0
Exemptions - Exemptions / Non-Profit	Business	1	0	0	0	0	0	0
Food Service - Food Service / Bar / Lounge	Business	3	0	0	1	2	0	0
General Retail - General Retail	Business	3	0	0	2	5	0	0
General Service - General Service	Business	4	0	0	9	11	0	0
General Svc Reg - General Service Registration	Business	5	0	0	5	2	0	0
Home - Home Based Business	Business	4	0	0	5	14	0	0
Professional - Professional	Business	3	0	0	18	6	0	0
Rental Unit - Rental Unit	Business	8	0	0	15	87	0	0
	Grand Totals	63	0	0	69	127	0	0

CITY OF GREENACRES

Licensing Revenue Summary Report

Licensing Revenue Summary Report - Summary

From Date: 12/01/2023 - To Date: 12/31/2023

Charge Code	No. of Billing Transactions	No. of Adjustment Transactions	Billed Amount	Adjustments	Net Billed
License Type: Exemptions-Exemptions / Non-Profit					
Com Inspection-Commercial Inspection	1	0	\$69.00	\$0.00	\$69.00
License Type Exemptions-Exemptions / Non-Profit Totals	1	0	\$69.00	\$0.00	\$69.00
License Type: Food Service-Food Service / Bar / Lounge					
Food-Food Service	5	0	\$638.15	\$0.00	\$638.15
Food Per Seat-Food Per Seat	3	0	\$78.12	\$0.00	\$78.12
Com Inspection-Commercial Inspection	1	0	\$69.00	\$0.00	\$69.00
License Type Food Service-Food Service / Bar / Lounge Totals	9	0	\$785.27	\$0.00	\$785.27
License Type: General Retail-General Retail					
General Retail-General Retail Sq Feet	4	0	\$977.34	\$0.00	\$977.34
Com Inspection-Commercial Inspection	2	0	\$138.00	\$0.00	\$138.00
License Type General Retail-General Retail Totals	6	0	\$1,115.34	\$0.00	\$1,115.34
License Type: General Service-General Service					
General Service-General Service	12	0	\$1,371.40	\$0.00	\$1,371.40
Com Inspection-Commercial Inspection	3	0	\$207.00	\$0.00	\$207.00
License Type General Service-General Service Totals	15	0	\$1,578.40	\$0.00	\$1,578.40
License Type: General Svc Reg-General Service Registration					
General Svc Reg-General Service Registration	3	0	\$75.00	\$0.00	\$75.00
License Type General Svc Reg-General Service Registration Totals	3	0	\$75.00	\$0.00	\$75.00
License Type: Home-Home Based Business					
Home-Home Based Business	15	0	\$1,127.82	\$0.00	\$1,127.82
Collection Fee-Collection Fee	2	0	\$50.00	\$0.00	\$50.00
Delinquent >150-Delinquent Over 150 Days	2	0	\$200.00	\$0.00	\$200.00
License Type Home-Home Based Business Totals	19	0	\$1,377.82	\$0.00	\$1,377.82
License Type: Professional-Professional					
Professional-Professional	5	0	\$597.95	\$0.00	\$597.95
Cosmetology-Cosmetology / Barber	1	0	\$40.61	\$0.00	\$40.61
License Type Professional-Professional Totals	6	0	\$638.56	\$0.00	\$638.56
License Type: Rental Unit-Rental Unit					
Rental Unit-Rental Unit	17	0	\$698.45	\$0.00	\$698.45

Rental Insp-Rental Inspection	myReports	\$400.00	\$0.00	\$400.00	\$0.00
License Type Rental Unit-Rental Unit Totals	8	\$400.00	\$0.00	\$400.00	\$0.00
	25	\$1,098.45	\$0.00	\$1,098.45	\$1,098.45



Department Report

MEETING DATE: February 5th, 2024
FROM: Gigi Chazu, Director, Economic Development
SUBJECT: Monthly Report – Month of December

BACKGROUND

The following report provides activity within the Department of Economic Development for the reporting period from December 1st through the 31st, 2023.

1. Building Partnerships:

- Met with Prospera USA to strategize collaboration for free in-house mentorship and training programs for local business owners.

2. Community Outreach:

- Participated in Career Day at Greenacres Elementary, enlightening students about careers in Economic Development.
- Attended SCORE's night of stars annual meeting, receiving an award as a webinar presenter.
- Engaged in a Mock City Council Meeting at LC Swain Middle School, encouraging student participation in presenting agenda items.

3. Business Assistance:

- Provided technical assistance to an entrepreneur in the juice distribution business.
- Offered referral services to an entrepreneur exploring Online Sales opportunities.

4. Educational Initiatives:

- Hosted a business webinar in collaboration with SCORE Broward, guiding entrepreneurs on creating a third-party brand.

5. Digital Presence:

- Maintained an active presence on the City's LinkedIn page, with posts reaching 1,566 organic impressions in December.

6. Ongoing Projects:

- Progressed on the Urban Land Institute Leadership Project, submitting the final proposal.
- Planning for the City's Centennial Celebration.
- Small Business Survey, set for release in early 2024.
- Collaborating with the Department of Communications and Public Affairs on the City rebranding RFP.



Department Report

MEETING DATE: February 5, 2023

FROM: Teri Lea Beiriger, Director of Finance

SUBJECT: Department of Finance Activity Report

BACKGROUND

The following report provides activity within the Department of Finance for the reporting period from December 1 through December 31, 2023.

In brief, the Finance Department:

- Continued to reconcile outstanding Miscellaneous Billing balances and explored the option to outsource Fire Inspection invoicing.
- Conducted Cashier/Accounting Clerk interviews; start date pending for applicant selected.
- Submitted GFOA's FY 2024 Distinguished Budget Award application.

The Finance Department has, and continues to, work on efficiencies to better serve our internal and external customers.



Department Report

MEETING DATE: February 5, 2024

FROM: Brian Fuller, Fire Chief

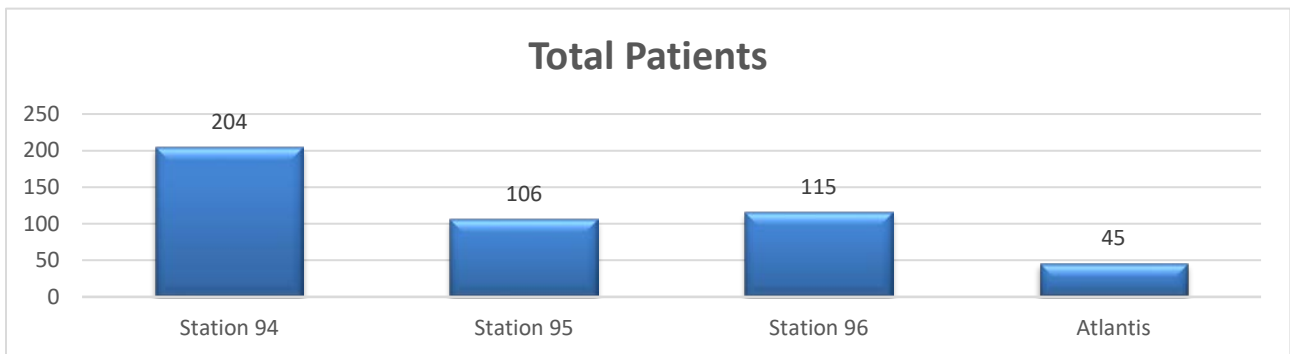
SUBJECT: Fire Rescue December

FR CALLS

CALLS	MONTHLY TOTALS
Total Alarms dispatched in December	628
Average alarms per day	22.43
Total calls this fiscal year	2,341

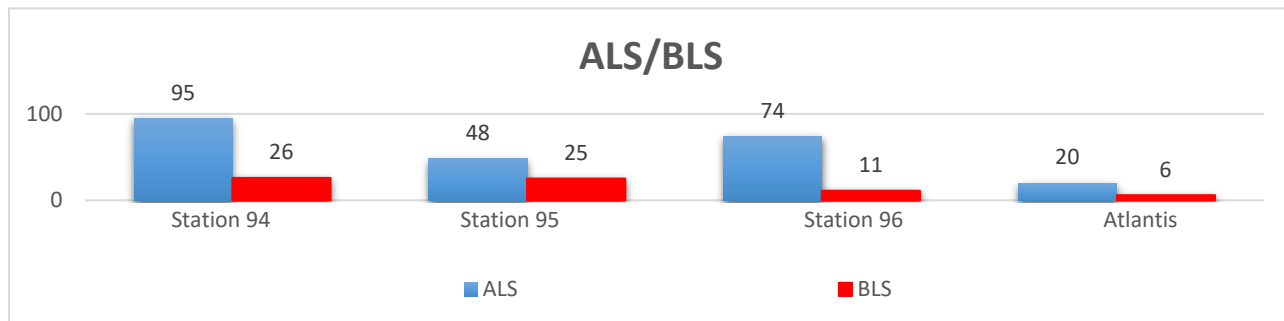
In December 2023, 470 patients were treated for Emergency Medical related services. Of those patients, 45 were in the City of Atlantis. These requests include a single unit responding to assist a person who has fallen to the floor, a cardiac arrest requiring multiple units and a combination of personnel, advanced skills, and equipment.

Service Calls, Cancels, and Public Assists totaled 72. The requests include, but are not limited to, persons locked out of home, water evacuation, animal problem, police assist, defective elevator, and canceled due to wrong address.



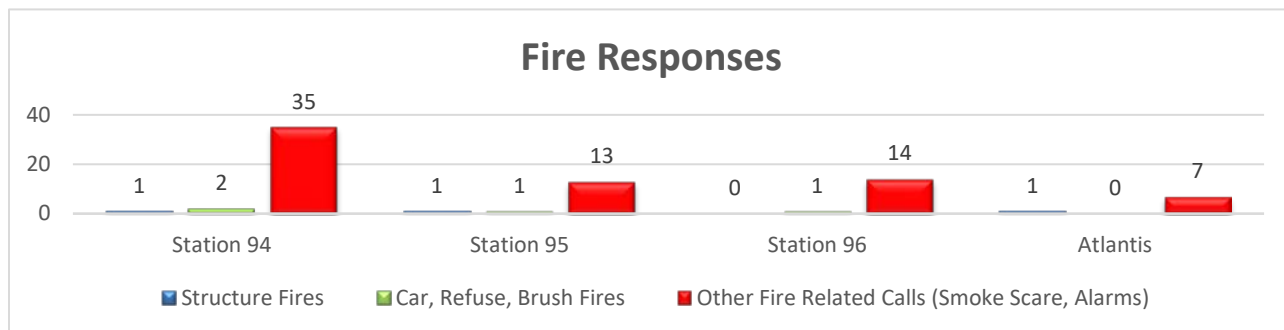
ALS/BLS

Fire Rescue transported 279 patients to a hospital or 59% of the patients we were called to treat. The majority of those (217) required Advanced Life Support procedures. ALS emergencies require additional personnel, specialized equipment, and skills. Often, an EMT or Paramedic will be taken from the ALS Engine to accompany the one person in the rear of the Rescue to assist with life-saving therapies.

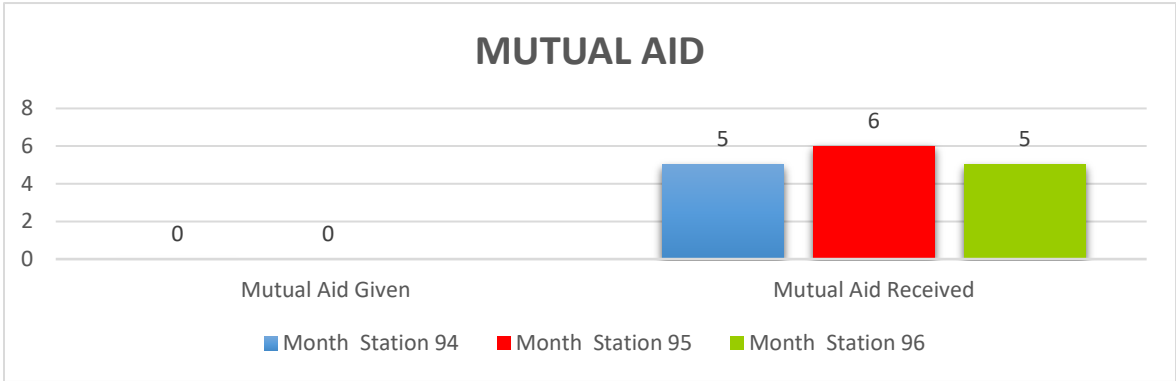


FIRE RESPONSES

Fire Rescue responded to 68 calls for a fire or smoke related emergency. There were four (4) requiring an escalated response to a car, brush, or refuse fire; two (2) were in a residential or commercial structure.



MUTUAL AID

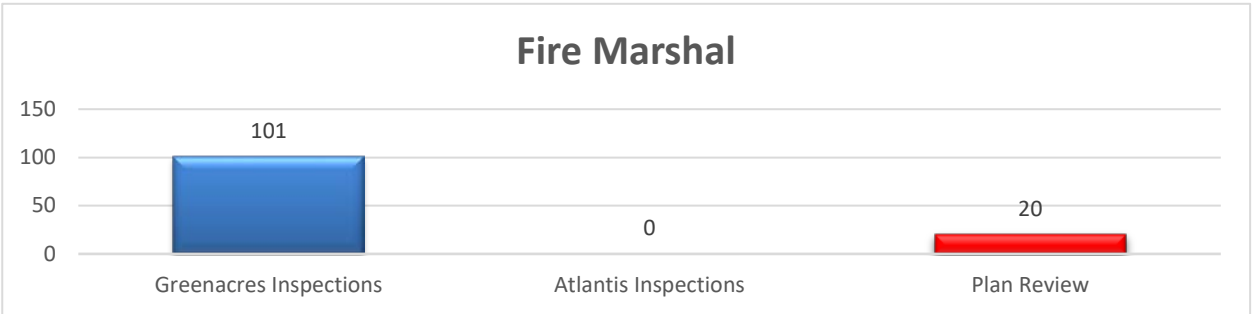


Mutual aid is the sending or receiving of emergency resources (apparatus, personnel) to or from another entity or agency upon request. No community has sufficient resources to handle every emergency of all sizes. Therefore, neighboring agencies work together through a system called Mutual Aid. That system is designed to be limited to large events that tax the resources beyond the normal capabilities of the community.

FIRE MARSHAL

Fire Prevention and Protection focuses on protecting people and property from fire through fire safety inspections, fire plans review, fire cause and origin investigations, and public education. In addition, the Fire Marshal provides fire safety lectures, attends land development meetings, and testifies at code enforcement hearings.

Inspections	101
Plans Review	20
Dollar Loss due to fire	\$1,044,000



SPECIAL SERVICES

Blood Pressure Screenings	0
Presentations, Station Tours/Attendees	4/547
Persons Trained in CPR	0



Department Report

MEETING DATE: February 8, 2023

FROM: Georges Bayard, Director, Information Technology

SUBJECT: Department of Information Technology – December 2023 Activity Report

DEPARTMENT HIGHLIGHTS

The following report provides the highlights of activity within the Information Technology Department for the reporting period from December 1-31, 2023.

1. Began evaluating and discussing the findings and recommended plan of action delivered by consulting firm Plante Moran after their assessment of the Energov implementation project, to determine how the City will plan to move forward.
2. Completed the migration of the New World ERP application and database servers to new Windows Server 2022 virtual machines, upgraded to the latest version.
3. Approaching completion of the project to implement the Qmatic queue management system for Passports and DNS Department services. The new system is expected to go live in January 2024.
4. Coordinated repair of the Community Center Banquet Hall Audio/Visual system that was not able to play sound.
5. Upgraded the City's Laserfiche Cloud account with the Public Forms Portal license, allowing departments to make forms available to the public. Staff is working with Youth Programs personnel to design a new child registration form and build business process automation rules that will automatically process submitted forms and store them according to contained therein, significantly reducing the use of paper and greatly improving the registration process for staff and families. We plan to significantly expand the use of this capability to other departments.
6. Monthly KnowBe4 simulated phishing test results:
 - a. **December:** Links clicked: 8; attachments opened: 1; QR code scanned (this is a new one!): 1; Phish-prone users (vulnerable to phishing attacks): 6.37% (up from 4.58% during the previous month's campaign).

The past two month's phishing tests show an increase in risky behavior over the previous month. However, the overall online behavior of City personnel remains more cautious than the average KnowBe4 customer. The level of sophistication of the new phishing campaigns as well as the number of categories has been increased very slightly, to reflect the increasingly effective methods used by attackers, but they still contain the red flags that we expect our users to identify as they exercise caution in reviewing all email messages. We will continue to monitor this activity and promote good cyber hygiene.

SERVICE DESK REQUESTS

December 2023

DEPARTMENT	CURRENT PERIOD	FY 2024 YTD	FY 2024 BUDGET
Administration	5	34	-
Community & Recreation Services	3	25	-
Development & Neighborhood Svcs.	18	66	-
Finance	11	30	-
Fire Rescue	3	18	-
Information Technology	4	10	-
Public Works	1	16	-
Purchasing	0	11	-
Youth Programs	3	9	-
Total Service Desk Requests	48	219	600



Department Report

MEETING DATE: February 5, 2024

FROM: Captain Tristram Moore, PBSO District 16

SUBJECT: PBSO District 16 – December 2023 Report

CAD CALLS

CAD CALLS	MONTHLY TOTALS
Business / Residence Checks (Self-Initiated)	1,616
Traffic Stops (Self-Initiated)	509
Calls for Service	1,999
All CAD Calls - Total	4,124
Total Calls for Service – FY 2024 (October 2023 – September 2024)	12,216

Data Source: CADS/Premier 1
*Omit Miscellaneous Calls

Note: P1 is a dynamic system. Meaning that #'s can change from what was previously reported in the event there is a location or call type re-classification/modification.

SUMMARY

During the month, there were 4,124 generated calls within the District and 52% of these calls were self-initiated.

TRAFFIC ACTIVITY

DISTRICT 16 PERSONNEL	
Total Citations	Total Warnings
180	306

Data Source: D16 Office Staff/Monthly Report

PBSO MOTORS UNIT	
Total Citations	Total Warnings
412	215

Data Source: Motor/Traffic Unit

COMMUNITY POLICING EVENTS

- 12/01/23: Government Week Event
- 12/05/23: Career Day at Greenacres Elementary School

- 12/06/23: Food Distribution at Pickwick Mobile Home Park
- 12/07/23: Party at the Villa Madonna Senior Living Community
- 12/09/23: Holiday in the Park Event
- 12/20/23: Mentorship Program at Liberty Park Elementary
- 12/20/23: Toy Pick-Up from the Toys for Tots Charity
- 12/20/23: Toy Drop-Off to the Chelsea Commons Apartment Complex
- 12/20/23: Toy Drop-Off at the Pickwick Mobile Home Park
- 12/20/23: Toy Drop-Off at the Colonial Estates Mobile Home Park
- 12/21/23: Mentorship Program at Heritage Elementary School
- 12/21/23: Christmas Gifts Giveaway to the children residing in the Foster Homes located in Palm Beach County

STREET CRIMES UNIT

- The District 16 Street Crimes Unit assisted Homicide Detectives in reference to an attempted murder investigation. Once probable cause was obtained, Agents apprehended the suspect for outstanding charges for attempted murder.
- The District 16 Street Crimes Unit received probable cause to arrest a suspect for grand theft auto and 23 counts of fraud. The suspect was located and charged accordingly
- The District 16 Street Crimes Unit received probable cause to arrest a for burglary of a conveyance. The suspect was located during the execution of a search warrant and was charged accordingly.

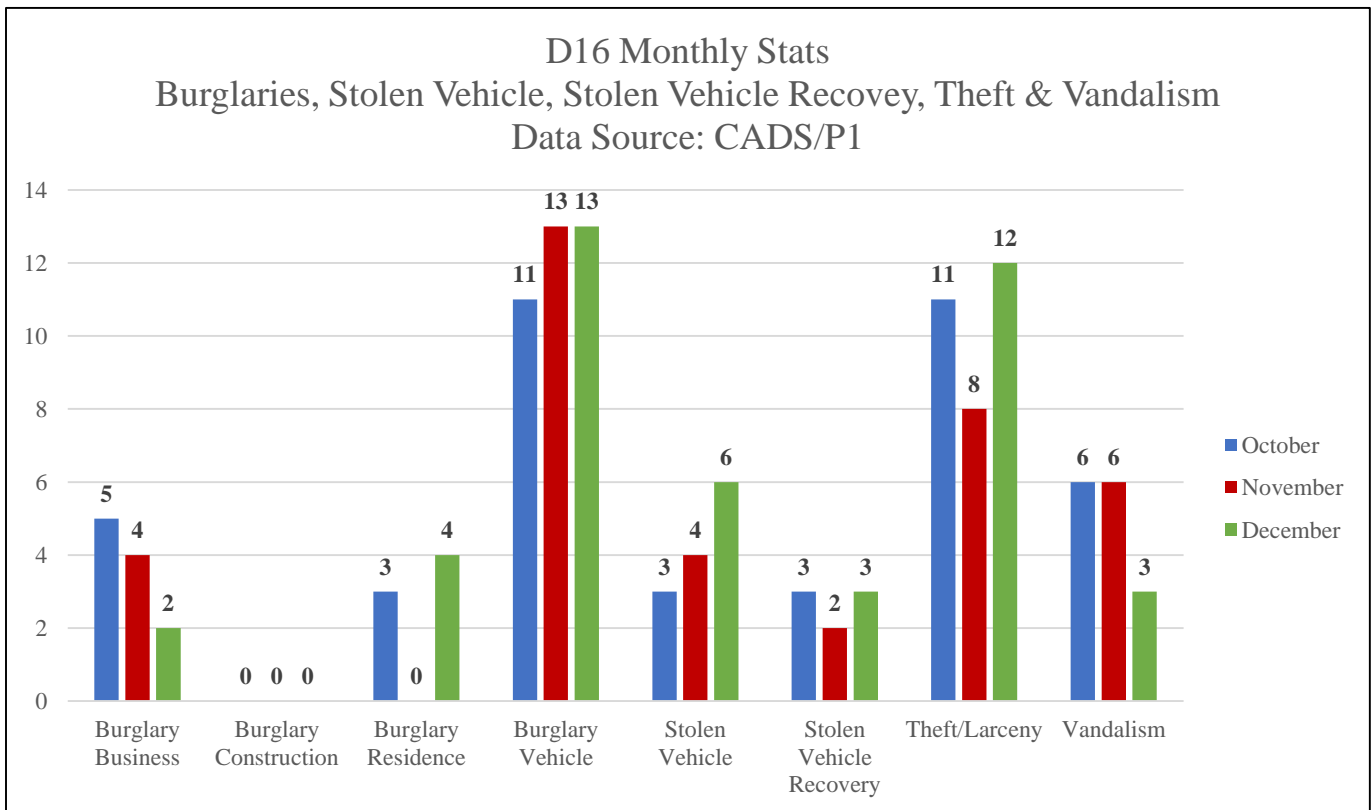
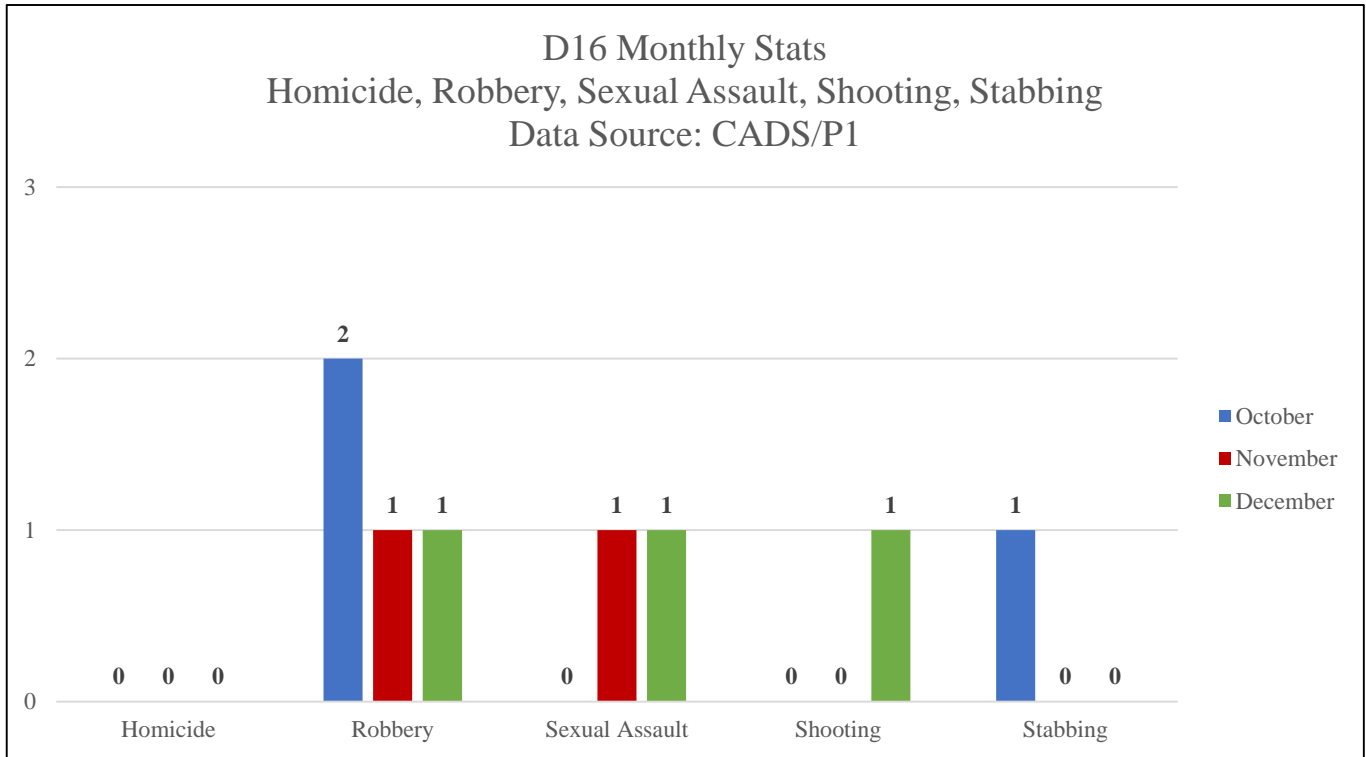
PROPERTY DETECTIVES

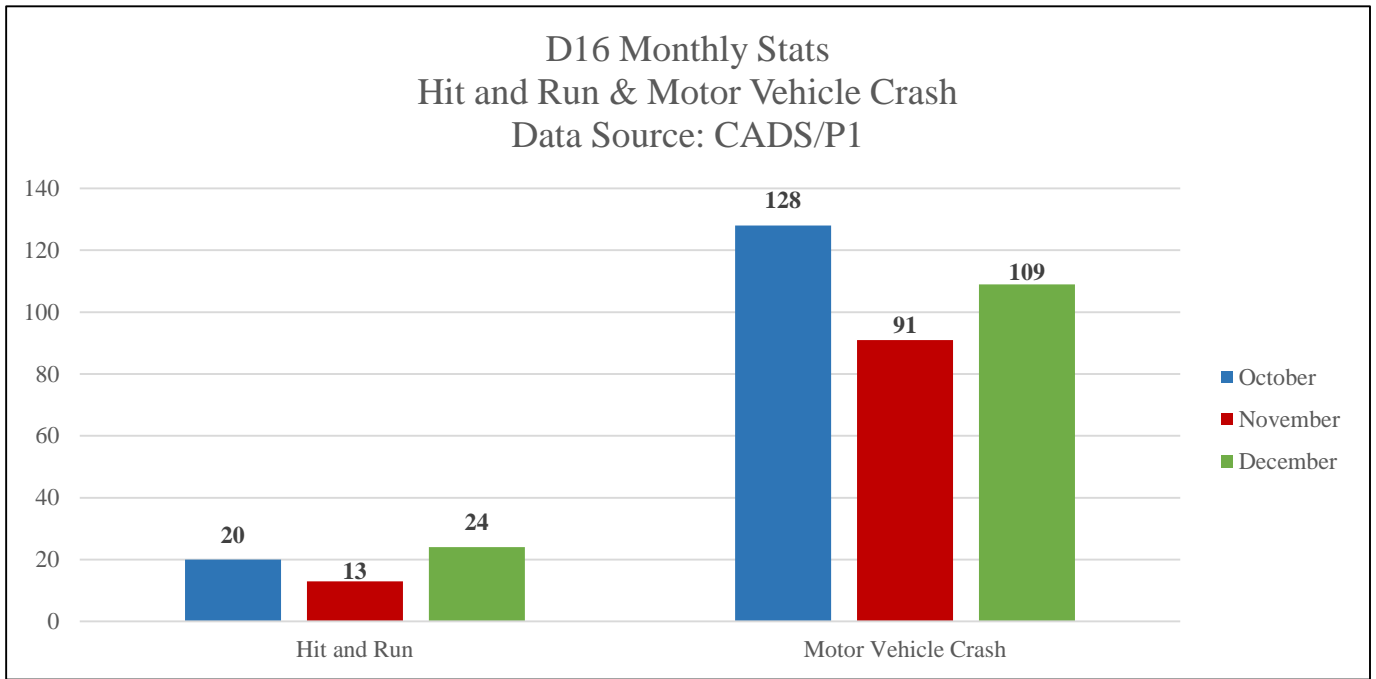
- A victim advised that their bank account had been being used by a known associate without their knowledge or approval while incarcerated. The suspect was spending and transferring money to their accounts and using the victim's account at various places. The suspect spent approximately \$9,700 out of the victim's account. The suspect was located, charged accordingly, and this case was cleared by arrest.
- A victim's vehicle was burglarized and the unknown suspect utilized the victim's stolen credit card. The suspect was identified and also appears to the same suspect connected to several other crimes in the immediate area. The suspect in this case provided a confession for their involvement and this case was cleared by arrest.
- A victim's vehicle was burglarized and her purse was stolen while inside a restaurant. The suspect vehicle was identified. The suspect was identified after committing another vehicle burglary. A search of the suspects residence was conducted and the victim's stolen Apple watch was located in their bedroom. Probable cause was developed, the District 13 Street Crimes Unit apprehended the suspect, and transported the suspect to the West Detention Center and this case was cleared by arrest.

DATA ANALYSIS

The data included in this report is charted and graphed to illustrate and compare changes over a specific time period. These charts and graphs are utilized to assist in determining crime trends and to measure enforcement efforts. This data is utilized in conjunction with other analysis to develop directed patrol and various enforcement activities. The analysis

included on these pages is presented as a brief highlight to explain the salient points of this report.





TOP ACCIDENT LOCATIONS FOR DECEMBER 2023 - CASE NUMBER INCIDENTS

LOCATION	CASE NUMBER COUNT
S Jog Road / Forest Hill Boulevard	13
S Jog Road / Lake Worth Road	10
S Haverhill Road / 10th Avenue N	8
S Jog Road / Purdy Lane	7
Melaleuca Lane / S Military Trail	7
S Haverhill Road / Melaleuca Lane	6
Cresthaven Boulevard / S Jog Road	4



Department Report

MEETING DATE: February 5, 2024

FROM: Carlos Cedeño, Public Works Director

SUBJECT: Public Works Department Report

DEPARTMENT HIGHLIGHTS

Listed below is a brief summary of the activities undertaken by the Public Works Department during the period of December 1, 2023 through December 31, 2023.

1. ADMINISTRATION:

- Staff participated in the mock City Council presentation with the L.C. Swain Pre-Law Academy.
- Staff coordinated the delivery of the play structures for SJF Community Park and Gladiator Park; installation will take place in January 2024.

2. ROADS AND DRAINAGE MAINTENANCE

- Holiday Banners were installed throughout the city.
- Lake Worth Road, 10th Avenue, Forest Hill Boulevard, Haverhill Road, Jog Road, and 57th Avenue medians were mulched and fertilized.
- Staff pre-construction meetings for the asphalt overlay of Nautica Isles Boulevard and Constitution Way.

3. VEHICLE MAINTENANCE

- Supervisor received n Public Fleet Management certification.

4. BUILDING SERVICES

- Staff assisted with the set up and break down of the “*Holiday in the Park*” event.

5. PARKS MAINTENANCE

- Staff assisted with the set up and break down of the “*Holiday in the Park*” event.
-



Department Report

MEETING DATE: February 5, 2024
FROM: Monica Powery, Director, Purchasing
SUBJECT: Department of Purchasing Activity Report

DEPARTMENT HIGHLIGHTS

The following report provides the highlights of activity within the Department of Purchasing for the reporting period from December 1 through December 31.

- a. 23-010 Banking Services – This RFP was advertised on June 18, 2023 and closed on August 3, 2023 with two (2) proposals received. City Council approved award to BankUnited NA at the meeting held on December 4, 2023.
- b. 24-006 Chickasaw Road Replacement and L-11 Canal Piping – This bid was advertised on October 1, 2023 and opened on November 15, 2023 with eight (8) bids received. City staff has evaluated the proposal and recommends award to MJC Land Development, LLC as the lowest responsive and responsible bidder. To go before Council for approval at the meeting to be held on January 8, 2024.
- c. Solicitations In Progress – Solid Waste Collection Services; Emergency Operations Center; Insurance Brokerage Services; Security Camera and Access Control System Services; Branding and Marketing Services; Construction of New Youth Programs Building and Printing of City Stationery.
- d. Training – The Senior Buyer conducted one (1) training covering Purchasing Procedures; New World and City Purchasing Card Procedures for new employees.

DEPARTMENT ACTIVITY

ACTIVITY	CURRENT PERIOD	FY 2024 YTD
Purchase Orders Issued	55	273
Purchase Order Amounts	\$ 479,388.90	\$ 28,235,726.33
Solicitations Issued	0	5
Solicitations in Progress	7	-
Central Store Requests	1	3
Contracts Managed	78	78
Purchasing Card Purchases	308	866
Purchasing Card Transactions	\$ 46,856.51	\$ 129,779.09
No. of Training Sessions Conducted	1	3
Towing Revenue	\$ 3,216.00	\$ 10,251.00



Youth Programs Department Monthly Report

MEETING DATE: February 5, 2024

FROM: Jowie Mohammed, Director of Youth Programs

SUBJECT: December 2023 Department Report

PROGRAMMING

- During the month of December, we provided sixteen (16) days of after-school programming and transportation from six (6) schools within City limits.
- We hosted Winter Camp beginning on Wednesday December 27, 2023 – Monday January 8, 2024. Parent fees included three camp t-shirts, field trips, breakfast, and afternoon snacks.

PERFORMANCE MEASUREMENTS

PERFORMANCE MEASUREMENT	AVERAGE THIS PERIOD	FY 2023 TO DATE	FY 2023 BUDGET
# of Participants	74	113	150
# of Participants in Sierra Club ICO	0	10	25
# of Licenses Coordinated	1	1	1
# of MOU's Coordinated	1	2	6
# of Part.'s in Teen Advisory Council (TAC)	5	5	7
# of Part.'s in TOP Program	30	40	15
# of Part.'s in Garden Club	25	19	20
# of Presidential Volunteer Service Hours	1,229	12,645	8,000

FINANCIAL INFORMATION

GRANTS COORDINATED	AVERAGE THIS PERIOD	FY 2023 TO DATE	FY 2023 BUDGET
Early Learning Coalition	\$10,056.38	\$20,270.25	\$316,817
Parent & Registration Fees	\$13,624.86	\$29,224.71	\$185,419
Youth Services Department SEL Grant	\$7,700.60	\$15,401.20	\$77,000
Textile Funds	\$0.00	\$0.00	\$18,000

C.A.R.E.S REPORT

- The CARES Program hosted its 1st Winter Performance on December 22nd which featured various holiday songs performed by some of our 2nd- 6th grade youth. This was the best event in terms of parent/ guardian attendance with a full audience to support the youth in their song and dance.
- The CARES Program continued its Jr. Garden Club throughout the month of December where the Oleander Garden Club volunteers taught the youth about gardening, healthy lifestyle choices, and environmental sustainability. In December the Herb Garden was in full bloom with families being able to take home various fresh herbs such as Rosemary, Thyme, Chives, Dill, Oregano, and Basil.

TEEN PROGRAMS REPORT

- Teens volunteered at the City's Holiday in the Park event on Saturday December 9th, 2023. Our youth oversaw the gift tent; they unloaded all toys, sorted and ensured children received toys that were age appropriate. Teens worked closely with PBSO to ensure all toys were given out. Additionally, teens assisted in Santa's tent ensuring that pictures with Santa were organized and the lines flowed in a timely manner.
- The City's elementary out-of-school time program (CARES) held a Holiday Performance on Friday December 22nd, 2023. This program would not have been a success without the assistance of our teens. They assisted in the changing room, with stage set-up, food service and room breakdown.
- During the month of December our teens spent a lot of time in our garden assisting with gardening duties. It is great to see that they have taken an interest in the garden and tend to it daily without staff prompts.