

INTEROFFICE MEMORANDUM  
2021.08JG7.01

**TO:** Andrea McCue, City Manager

**FROM:** Kara L. Irwin-Ferris, AICP, Building, Planning and Engineering Director *KLF*

**SUBJECT:** **Building Department Report  
(July 1, 2021 – July 31, 2021)**

**DATE:** August 5, 2021

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**1) ADMINISTRATION:**

- a) Researched and completed one hundred and thirty-seven (137) lien searches providing permit and code enforcement case information.
- b) Researched and completed thirty-six (36) records request for permits.
- c) Congratulations to Scott Wood, Building Official, for being appointed to Palm Beach County's Building Code Advisory Board. The board meets regularly to review and make recommendations to the BCC and local governments on building related codes and standards.
- d) In light of recent events with the tragedy at Surfside a new initiative has been created in Palm Beach County. Scott Wood will be serving on PBC League of Cities Building Officials Technical Subcommittee developing the Building Safety Inspection Program (a.k.a. Building Recertification).

**2) PERMITS/INSPECTIONS:**

PERMITS/INSPECTIONS	DURING THIS PERIOD	FYTD 2021
Applications Created	91	809
Applications Approved	57	704
Applications Canceled	5	29
Applications Denied	0	22
Permits Created	291	2643
Permits Issued	288	3199
Permits Completed	138	2243
Permits Canceled	4	75
Inspections Performed	444	6896
Construction Value of Permits Issued	1,537,565	14,130,502

Construction Reinspection Fees	\$50	\$3,850
CO's Issued	0	9
CC's Issued	1	7
Temporary CO's Issued	0	0

**3) BUSINESS AND CONTRACTOR REGISTRATION:**

(See Attached Summary Reports)

**4) CODE ENFORCEMENT:**

CODE ENFORCEMENT	DURING THIS PERIOD	FYTD 2021
Inspections Related to Active Code Cases	165	2072
New Cases Started	43	594
Cases Complied	42	480
Current Open Cases	258	
Fines Collected		
Notices Sent	236	2145
Illegal Signs Removed from right-of-ways	121	2101
Inspections Not Related to Active Code Cases	76	944
Complaints Received and Investigated	20	272
Warning Tickets	32	399

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

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT#
Luna Cafe	2930 S Jog Rd	1,520 sq.ft.	Interior Remodel – Convert office space into Restaurant	2021-2464
Majestic Aesthetics	5315 Lake Worth Rd	1,406 sq.ft.	Interior Remodel	2021-3339
Tire Kingdom	5901 Lake Worth Rd		Exterior Improvements - New storefront Fascade	2021-3309
Palm Beach Christian Academy	5208 S Haverhill Rd	4,250	Construct two new classroom buildings & one bathroom building	2021-3230

**6) PROJECTS IN PROGRESS – PRINCIPAL REMODELING/RENOVATION:**

PROJECT	ADDRESS	SIZE	DESCRIPTION	PERMIT #
Convenience Store/Laundry	5470 10 <sup>th</sup> Ave N	1,604 sq.ft.	Interior Remodel – Add Coin Laundry to Convenience Store	2021-1191
Conviva Care Center	6766 Forest Hill Blvd	6,715 sq.ft.	Interior Remodel of Existing Space	
STU Group	5199 10 <sup>th</sup> Ave N Suite 200G	756	Add 2 Interior Walls	2021-3039
Ministries in Bethel	3950 S 57 <sup>th</sup> Ave	6,939 sq.ft.	House of Workshop	2021-0365
Kids College (Phase 2)	1091 S Jog Rd	2,530	Construct One Story, 2 <sup>nd</sup> Building for Daycare	2021-1772
McDonalds	6000 Lake Worth Rd		Interior Remodel – Add Electronic Kiosk	2021-2305
Greenacres Plaza Landlord Improvements	3953 S Jog Rd		Interior Remodel – Subdivide one bay into three.	2021-2600
Greenacres Plaza Landlord Improvements	3951 S Jog Rd		Interior Remodel – Subdivide one bay into three.	2021-2599
Greenacres Plaza Landlord Improvements	3949 S Jog Rd		Interior Remodel – Subdivide one bay into three.	2021-2598
CSL Plasma Center	3961 S Jog Rd Unit B1	9,830 sq.ft.	Interior Remodel – Convert former Peter Piper Pizza into Blood Plasma Collection Facility	2021-1259
Crunch Fitness	6846 Forest Hill Blvd	8,433 sq.ft.	Interior Demo of Existing Fitness Center	2021-1716
Five Below	6826 Forest Hill Blvd	9,368 sq. ft.	Interior Remodel for New Retail Store	2021-1546
Conviva Care Center	5799 Lake Worth Rd	7,673 sq.ft.	Interior Demo of former Pool & Patio Depot	2021-1771
Target	5900 Lake Worth Rd	1,394	Remove Café/Snack Bar & Convert to Online Pick-Up Storage Area	2021-0756
Supertech Communications	5305 Lake Worth Rd	800	Interior Remodel	2021-1498
Isabel Barber Salon	3820 S Jog Rd	1,040	Remodel Add Mani/Pedi Stations New Salon	2020-2742
Mission of Grace	6200 Lake Worth Rd	3690 sq. ft.	Convert former Restaurant to House of Workshop	2020-2095
Mission of Grace	6200 Lake Worth Rd		Interior Demo of Former Steak N Shake	2020-1748
Landlord Improvement	3937 S Jog Rd	1,240 sq. ft.	White Box Space for Future Tenant	2019-1458

VCA Simmons Animal Hospital	4975 Lake Worth Rd	12,372	Interior Renovation – Modify Layout	2019-1189
Church of God 7 <sup>th</sup> Day	3535 S Jog Rd	11,500 sq. ft.	New Church	2016-2382

**7) PROJECTS IN PROGRESS – PRINCIPAL NEW CONSTRUCTION:**

<b>PROJECT</b>	<b>ADDRESS/LOCATION</b>	<b>UNITS OR SQ. FT. APPROVED</b>	<b>UNITS C.O.'D</b>
Las Ramblas	3900 La Rambla / Common Area	14	8
Santa Catalina	3145 S Jog Rd (Townhomes and Commercial units)	29 residential/ 12 commercial	29/res 1Pool/Cabana
Original Section	339 Martin Ave	1,761 sq.ft.	
Original Section	345 Martin Ave	1,761 sq.ft.	
Original Section	349 Martin Ave	1,761 sq.ft.	
Original Section	353 Martin Ave	1,761 sq.ft.	
Original Section	357 Martin Ave	1,761 sq.ft.	



# License Activity Report

Activity Date Range 07/01/21 - 07/31/21

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	47	0	0	41	8	0	0
Exemptions - Exemptions / Non-Profit	Business	0	0	0	1	0	0	0
Food Service - Food Service / Bar / Lounge	Business	0	0	0	0	6	0	0
General Retail - General Retail	Business	1	0	0	5	7	0	0
General Service - General Service	Business	8	0	0	15	10	0	0
General Svc Reg - General Service Registration	Business	1	0	0	2	0	0	0
Home - Home Based Business	Business	6	0	0	9	18	0	0
Insurance Co - Insurance Sales Company	Business	6	0	0	1	1	0	0
Professional - Professional	Business	4	0	0	6	8	0	0
Rental Office - Rental Office	Business	0	0	0	0	1	0	0
Rental Unit - Rental Unit	Business	0	0	0	14	26	0	0
Grand Totals		73	0	0	94	85	0	0

CITY OF GREENACRES  
**Licensing Revenue Summary Report**

Licensing Revenue Summary Report - Summary

From Date: 07/01/2021 - To Date: 07/31/2021

Charge Code	No. of Billing Transactions	No. of Adjustment Transactions	Billed Amount	Adjustments	Net Billed
License Type: Food Service-Food Service / Bar / Lounge					
Food-Food Service	2	0	\$243.10	\$0.00	\$243.10
Food Per Seat-Food Per Seat	2	0	\$214.76	\$0.00	\$214.76
Com Inspection-Commercial Inspection	1	0	\$60.00	\$0.00	\$60.00
Collection Fee-Collection Fee	2	0	\$50.00	\$0.00	\$50.00
Delinquent > 150-Delinquent Over 150 Days	2	0	\$160.00	\$0.00	\$160.00
License Type Food Service-Food Service / Bar / Lounge Totals	9	0	\$727.86	\$0.00	\$727.86
License Type: General Retail-General Retail					
General Retail-General Retail Sq Feet	4	0	\$542.92	\$0.00	\$542.92
Com Inspection-Commercial Inspection	1	0	\$69.00	\$0.00	\$69.00
Collection Fee-Collection Fee	1	0	\$25.00	\$0.00	\$25.00
Delinquent >150-Delinquent Over 150 Days	1	0	\$100.00	\$0.00	\$100.00
License Type General Retail-General Retail Totals	7	0	\$736.92	\$0.00	\$736.92
License Type: General Service-General Service					
General Service-General Service	9	0	\$553.49	\$0.00	\$553.49
Com Inspection-Commercial Inspection	7	0	\$483.00	\$0.00	\$483.00
Transfer-Transfer	1	0	\$11.07	\$0.00	\$11.07
License Type General Service-General Service Totals	17	0	\$1,047.56	\$0.00	\$1,047.56
License Type: Home-Home Based Business					
Home-Home Based Business	28	0	\$1,976.53	\$0.00	\$1,976.53
Collection Fee-Collection Fee	1	0	\$25.00	\$0.00	\$25.00
Delinquent >150-Delinquent Over 150 Days	1	0	\$100.00	\$0.00	\$100.00
License Type Home-Home Based Business Totals	30	0	\$2,101.53	\$0.00	\$2,101.53
License Type: Insurance Co-Insurance Sales Company					
Insurance Reg-Insurance Registration	2	0	\$232.22	\$0.00	\$232.22
License Type Insurance Co-Insurance Sales Company Totals	2	0	\$232.22	\$0.00	\$232.22
License Type: Professional-Professional					

CITY OF GREENACRES  
**Licensing Revenue Summary Report**

Licensing Revenue Summary Report - Summary

From Date: 07/01/2021 - To Date: 07/31/2021

Charge Code	No. of Billing Transactions	No. of Adjustment Transactions	Billed Amount	Adjustments	Net Billed
Professional-Professional	4	0	\$290.55	\$0.00	\$290.55
Collection Fee-Collection Fee	1	0	\$25.00	\$0.00	\$25.00
Delinquent > 150-Delinquent Over 150 Days	1	0	\$100.00	\$0.00	\$100.00
License Type Professional-Professional Totals	6	0	\$415.55	\$0.00	\$415.55
License Type: Rental Unit-Rental Unit					
Rental Unit-Rental Unit	41	1	\$1,585.88	(\$38.68)	\$1,547.20
Collection Fee-Collection Fee	38	0	\$950.00	\$0.00	\$950.00
Delinquent >150-Delinquent Over 150 Days	38	0	\$3,800.00	\$0.00	\$3,800.00
License Type Rental Unit-Rental Unit Totals	117	1	\$6,335.88	(\$38.68)	\$6,297.20