

STAFF REPORT SPECIAL MEETING

AGENDA DATE: March 3, 2026

DEPARTMENT: Community Sustainability

TITLE:

Agreement with Chen Moore and Associates to undertake a Landscape Code Update including Design Guidelines for installation and maintenance

SUMMARY:

Chen Moore and Associates will undertake a full review of the landscape code to bring it up to current best practices and to reevaluate penalties, installation guidance and maintenance requirements including a formal design guidelines manual.

BACKGROUND AND JUSTIFICATION:

Over the past year, there has been much discussion regarding how the current landscape code was prepared, what it provides and requires and how it is being administered. Numerous concerns have arisen over the tree removal penalties and the associated parameters for determined tree health and fees. In addition, the landscape code has not been extensively reviewed and overhauled in more than 16 years. Much has changed over the past decade and half regarding “right tree, right place”, maintenance standards, Florida Friendly landscaping and feedback from developers and property owners regarding landscaping and trees in Lake Worth Beach.

To address these growing concerns, staff collaborated with Chen Moore and Associates to prepare a professional proposal to undertake a thorough review of the landscape code. At its commission meeting of January 6, 2025, during discussion of revisions to the tree penalties provisions in the landscape code, staff brought up the need for a much broader, thorough review of how the City handles landscaping and trees. Staff were directed to bring back before the Commission for consideration an agreement to provide the professional services necessary to review, amend and update the landscape code as well as provide improved mechanisms to inform the public.

The proposed agreement includes three parts: 1) Landscape Code Update, 2) Design Guidelines Preparation, and 3) Stakeholder’s Workshop and Approval process. The total cost of the agreement is \$140,474 and can be funded by the Sustainable Bonus Incentive Trust Account. The project will be managed by the Community Sustainability Department in close collaboration with both Leisure Services and Public Works as well as the City Manager’s Office.

Staff notes the need to commit funding at this time to move forward with the Agreement with Chen Moore and Associates and begin this time-sensitive work. To prevent delays and stay ahead of changing regulatory conditions staff will also move forward with interim landscape-related amendments concurrently. These interim efforts will include the evaluation and potential implementation of artificial turf and other related measures while the comprehensive landscape code update is underway. The Department of Environmental Protection is nearing the end of its rulemaking on artificial turf. It held the public hearing on the proposed rule on February 11, 2026. The proposed DEP rule applies only to single-family residential properties of one acre or less.

MOTION:

Move to approve/disapprove the agreement with Chen Moore and Associates to undertake a Landscape Code Update including Design Guidelines for installation and maintenance

ATTACHMENT(S):

Fiscal Impact Analysis
Agreement
Landscape Issues

FISCAL IMPACT ANALYSIS

Five Year Summary of Fiscal Impact:

Fiscal Years	2026	2027	2028	2029	2030
Inflows/Revenues					
Appropriated (Budgeted)	0	0	0	0	0
Program Income	0	0	0	0	0
Grants	0	0	0	0	0
In Kind	0	0	0	0	0
Outflows/Expenditures					
Appropriated (Budgeted)	0	0	0	0	0
Operating	\$140,474	0	0	0	0
Capital	0	0	0	0	0
Net Fiscal Impact <i>(If not budgeted)</i>	\$140,474	0	0	0	0
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

New Appropriation (Not Budgeted) Fiscal Impact:		
	Revenue Source	Expenditure
Department	N/A	Community Sustainability
Division	N/A	Planning & Preservation
GL Description	Comm Sustainability / Sustainable Bonus	Professional Services/Other
GL Account Number	001-0000-380.15-11	001.2030.51.531-90
Project Number	N/A	N/A
Requested Funds	\$140,474	\$140,474
Remaining Balance	\$670,633.32	N/A