



*City of*  
**Lake Worth**  
**Beach**  
**FLORIDA**

*The Art of Florida Living.<sup>SM</sup>*

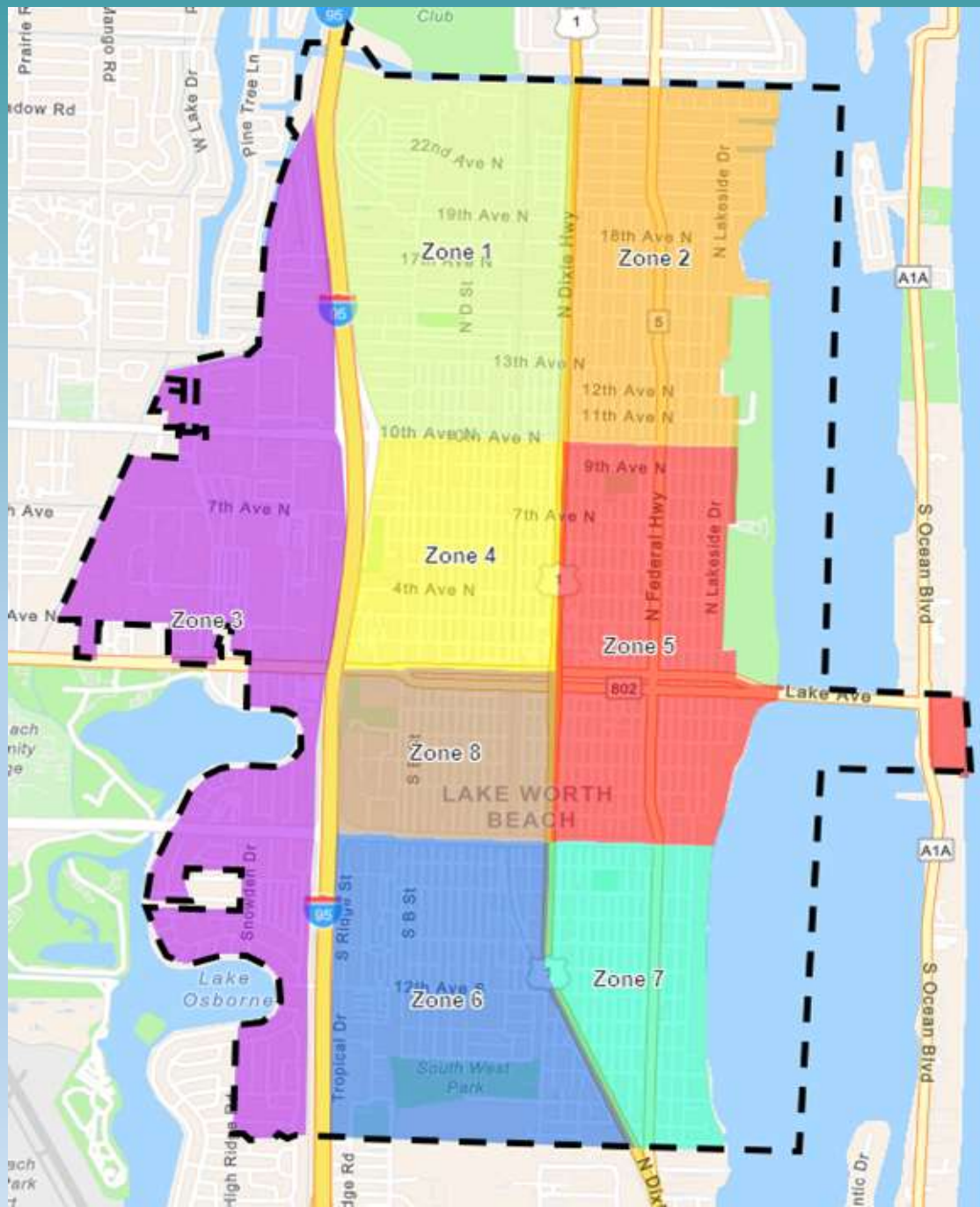
**Department  
For  
Community Sustainability  
Code Compliance Division**



# The **Code Compliance** **Division** of the Department for Community

**Sustainability is here to serve the citizens of Lake Worth Beach by ensuring compliance with all adopted City codes and ordinances. Code Compliance is committed to enforcing both F.S. 162 and the Muncodes in an equitable and impartial manner. Code Compliance provides safe & effective public contact while educating and building cooperative partnerships throughout our community.**

**Our goal is to promote a positive image of Code Compliance to our community by fostering a culture that is Approachable, Knowledgeable, Helpful and of the Highest Integrity in an effort to**



# Outreach

- Courtesy Notices of Violation -- Issuing Door Hangers – in 3 languages: English, Spanish and Creole
- Code Compliance Brochure -- also located of the website along with a QR code in other languages
- Good Neighbor Brochure also located of the website along with a QR code in other languages
- Neighborhoods -- Educating the community via Neighborhood Association Meetings
- Partnership with Healthier Lake Worth Beach -- Working in conjunction with Healthier Lake Worth Beach in an effort to assist the community with voluntary compliance
- Task Force -- Implementing a task force with PBSO, PBCFR, & Legal to address Chronic Nuisances & the Nuisance Abatement Processes
- Partnership with PBCFR -- Establishing cooperative Code Compliance efforts by utilizing a Fire Inspector to inspect commercial properties

# **Current Code Compliance Process**

- **Receive Complaint or Inspector Generated Case**
- **Prepare Door Hanger with Compliance Deadline – Case Generated**
- **Violation Complied by Deadline - Case Closed**
- **Violation Not Complied by Deadline – Notice of Violation Prepared w/ Deadline**
- **Violation Complied by NOV Deadline – Case Closed**
- **Violation Not Complied by NOV Deadline – Case Scheduled before Special Magistrate**
- **Violation Complied by Deadline Established by Special Magistrate -- No Fine/Open Lien status until Admin Fee is paid**
- **Violation Not Complied by Deadline Established by Special Magistrate – Fines Begin to Accrue/ – Open Lien status until property comes into compliance**
- **Violation Complied - Running Fine Ceases – Lien on Property until satisfied**
- **Violation is Not Complied – Running Lien Accrues for more than 90 days – City May Initiate Foreclosure; exception Homestead properties**
- **When Property Owner Pays Fines and Fees – Lien Released – Case Closed**
- **If City Forecloses, City Must Cover all Costs to Comply Property and Any Other Outstanding Liens or Judgments Against Property**
- **If Property Owner Does Not Pay Fines and Fees – City May Initiate Foreclosure Proceedings. Lien remains for a maximum of 20 years**

# **Steps for Citing Non-Life/Health/Safety Violations**

- **Knock on the door**
- **Speak with the occupant; Leave a door hanger**
- **Allow a reasonable time for compliance (based on the severity of the violation)**
- **Re-Inspect the property**
- **Notice of Violation mailed, if not complied**
- **Allow a reasonable time for compliance (based on the severity of the violation)**

# **Steps for Citing Life/Health/Safety & Business License Violations**

- **Steps for citing Life/Health/Safety violations**
  - **Immediately Telephone & Email the Owner (If updated contact information is available)**
  - **Notice of Violation is mailed to the Owner (with the F.S. 162 minimum time for compliance)**
- **Steps for Citing Business/Rental License Violations**
  - **Notice of Violation is mailed to the Owner with a reasonable time for compliance**

# Repeat Cases Process F.S. 162.06

“Repeat violation” means a violation of a provision of a code or ordinance by a person who has been previously found through a code enforcement board or any other quasi-judicial or judicial process, to have violated or who has admitted violating the same provision within 5 years prior to the violation, notwithstanding the violations occur at different locations.”

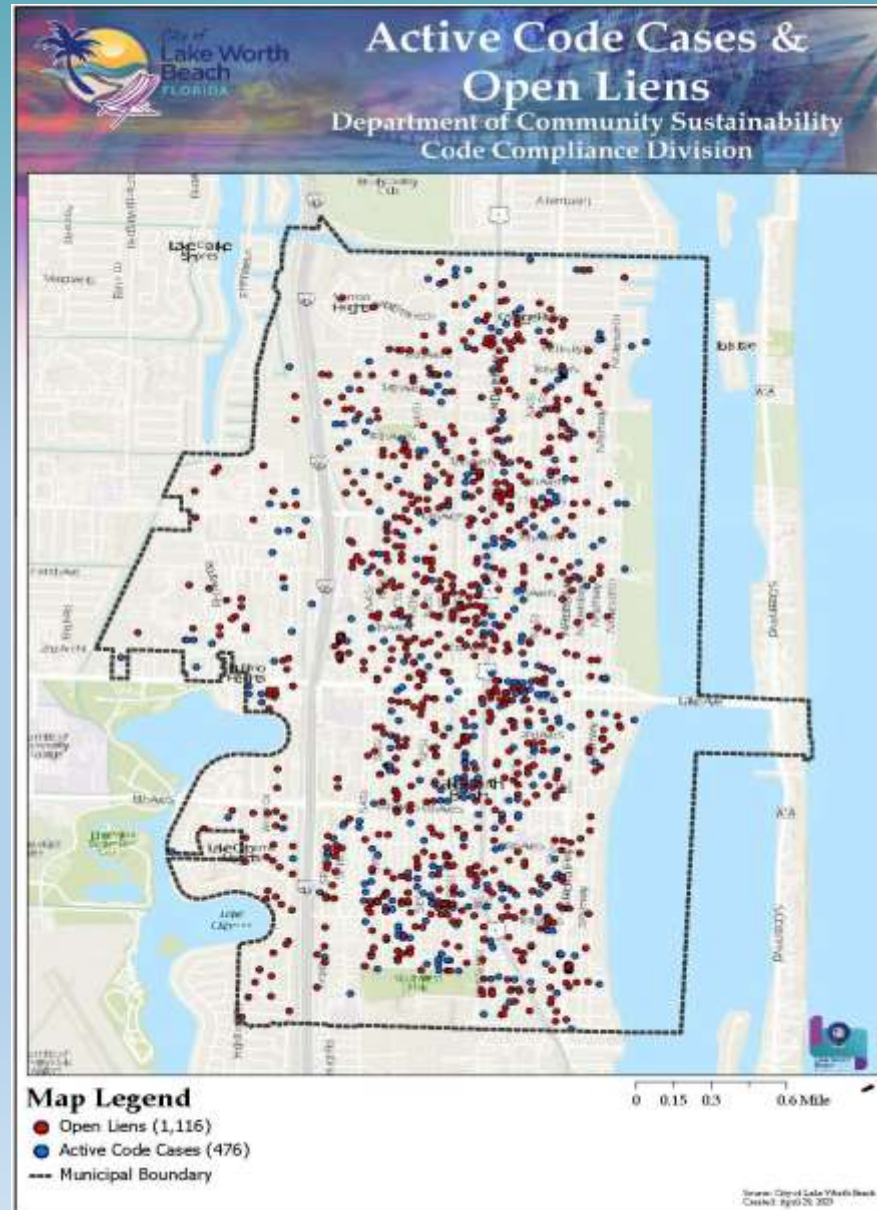
If a repeat violation is found, the code inspector shall notify the violator **but is not required to give the violator a reasonable time to correct the violation.** The case may be presented to the enforcement board even if the repeat violation has been corrected prior to the board hearing, and the notice shall so state. If the repeat violation has been corrected, the code enforcement board retains the right to schedule a hearing to determine costs and impose the payment of reasonable enforcement fees upon the repeat violator. The repeat violator may choose to waive his or her rights to this hearing and pay said costs as determined by the code enforcement board.

- **Previous violations found within five years of the previous special order**
- **Previous violations found at any property owned by the property owner**
- **Fines start accruing on the day the violations are observed with no time for compliance**
- **Case may be presented even if the violations are corrected prior to the hearing**

# **Most Common Violations**

- **Lake Worth Beach Business/Rental License**
- **Foreclosed, Vacant, & Unimproved Properties**
- **Bulk Garbage/Trash/Debris**
- **Dumpster Requirements**
- **Illegal Dumping**
- **Landscape Maintenance**
- **Outdoor Storage**
- **Parking on Grass**
- **Shutters/Boards over Windows (Egress)**
- **Work without Permit**

# Active Code Cases & Open Liens



# Lien/Fine Reduction Scale Policy

- 1, 2, 3, 4 years in violation – allow the maximum reduction down to a 10%
- 5, 6, 7, 8 years in violation – allow down to a 20% reduction
- 9, 10, 11, 12 years in violation – allow down to a 30% reduction
- 13, 14, 15, 16 years in violation – allow down to a 40% reduction
- 17, 18, 19 years in violation – allow down to a 50% reduction
- No reduction for REPEAT cases, but at the Special Magistrate's Discretion
- New owners receive the maximum reduction
- Property owners are allowed to submit paid receipts (directly related to complying cited violations) to be used to reduce the outstanding lien
- Special Magistrate has the discretion to reduce the lien below the maximum reduction (10%) for Homestead properties ONLY

# **Business Friendlier Policies**

# **Staff Recommendations**

- **No Lights/No Business License Rule**
- **Use & Occupancy requirements of property owners versus tenants**
- **Rules that stipulate open liens, open cases and open building permits must be closed prior to tenants obtaining business licenses**
- **Vacant buildings and Vacant properties**
- **Sign Regulations**
- **Non-Conformities**
- **Courtesy Notices mailed out prior to the formal Notice of Violation**
  - **Door Hanger with time for compliance**
  - **Courtesy Notice with time for compliance**
  - **Formal Notice of Violation with time for compliance**

# **Staff Recommendations continued...**

- **Create a City of Lake Worth Beach Welcome Package**
- **Focus on Life/health/Safety Violations**
- **Focus on Curb Appeal**
- **Focus on Noticeable Landscape Violations**
- **Focus on Expired Permits/Work without Permits**
- **Focus on Unlicensed and/or Inoperable Vehicles on Private Property**
- **Addresses Hurricane Preparedness and Maintaining Clear Right-of-Ways**



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