

From: [William Waters](#)
To: [Betty Resch](#); [Mimi May](#); [Anthony Segrich](#); [Sarah Malega](#); [Christopher W. McVoy](#)
Cc: [Troy Perry](#); [Alicia Wilson](#); [Barry Schultz](#); [Scott Rodriguez](#); [Yolanda Bryant](#); [Bobby Hicks](#); [Christa Simmons](#); [Lauren Pruss](#); [Anne Hamilton](#); [Ashley Easterday](#); [Shayla Ellis](#); [Melissa Coyne](#); [Elizabeth Lenihan](#); [Glen@Torcivialaw](#); [Nelly Peralta](#)
Subject: Code Compliance Workshop
Date: Friday, May 8, 2026 12:13:38 PM
Attachments: [image001.png](#)
[image002.jpg](#)
[image003.jpg](#)
[image004.png](#)

Good morning Mayor and Commissioners,

Thank you for the lively discussion and consensus building as well as policy direction on a variety of fronts with regard to Code Compliance and Customer Service Delivery including more business-friendly policies. Based on what we heard and understood last night, we will be tackling the following priorities first and bringing them back to you for consideration either as formal policy or ordinance changes.

1. Elimination of No Business License/No Utilities
2. Stronger deterrents for operating a business without a license
3. Abbreviating the business license process
4. Elimination of interior use & occupancy inspections, except for when a commercial business license is initially being requested
5. Undertaking use & occupancy inspections from the public rights of way for all residential and business licenses. We likely will move toward an annual inspection as with no required appointment, we can tackle these inspections in a much more efficacious and efficient manner. This will make the renewal process more streamlined as the three fees will appear every year, which should reduce confusion.
6. Collaborate with IT to see which additional on-line payments are possible and how with Click 2 Gov, which is the current system being utilized for on line bill payments for building. There is some capability to possibly expand this on line payment option to handle business licenses and planning/preservation as well as some portions of code compliance.
7. We will report back in a more formal manner the frustrations that we are having with the replacement ERP implementation process and whether or not it will provide enhanced functionality and facilitate staffing resource efficiencies and capabilities over the current NaviLine system.
8. Business licenses for commercial tenants will not be held up due to a lack of a business license for the property owner
9. Now that we have statutory regulations for Artificial Turf, we will bring forward amendments to the LDRs as quickly as possible
10. We will continue to work with legal to bring forward amendments to handle short

term/vacation rentals (This did not come up but we are addressing)

11. We will continue to work with legal to bring back amendments to the vacant property registration program
12. We will bring back recommended changes to the lien reduction percentage policy as well as provide the policies related to recommended daily fine amounts
13. We will develop, if deemed necessary, additional collateral materials beyond the current code compliance rack card and How to be a Good Neighbor brochure to be included in all mailings for Notices of Violation and Courtesy Notices
14. Code compliance will focus on life, health, safety violations
15. A customer service tracking system for calls and emails to each of the four divisional emails and phone call messages will be developed, in coordination with IT if necessary
16. Collaborate with PBCFR for the interior fire inspection results to be added to business licenses
17. Both sign regulations and non-conformity sections of the LDRs will be reviewed to see how they might be more user friendly and applicable (this is a longer-term project)
18. The landscape code is in the process of being overhauled and revamped
19. Evaluate minimum housing code standards and property maintenance standards to see if they are too onerous
20. Provide an update on the conflicts between neighborhood preservation and the Florida Building Code and FEMA regulations as they pertain to historic districts and non-contributing structures in terms of tear downs and architectural aesthetics.
21. Provide an overview of the difference between architectural aesthetics review and historic preservation design guidelines review. Currently, architectural design and aesthetics review for purely those reasons is not allowed in Florida.
22. Clarification of how the LDRs have been interpreted for the past 15 years in terms of what is prohibited and what is allowed.

If have omitted anything please let either me or Troy know, but please do not respond to all.

Again, thank you for your time and conscientious direction and consensus. Have a lovely weekend.

William Waters,

**AIA, NCARB, LEED AP BD+C, GGP, ID, SEED
Community Sustainability Director**



City of Lake Worth Beach
1900 Second Avenue North
Lake Worth Beach, FL 33461
V: 561-586-1634
wwaters@lakeworthbeachfl.gov
www.lakeworthbeachfl.gov

Departmental Operating Hours

Monday – Friday 8:00 am – 4:00 pm

“We are LAKE WORTH BEACH. A hometown City that is committed to delivering the highest level of customer service through a commitment to integrity, hard work and a friendly attitude. We strive to exceed the expectations of our citizens, our businesses, our elected officials and our fellow employees.”



CITY OF LAKE WORTH BEACH E-MAIL DISCLAIMER:

PLEASE NOTE: Florida has a very broad public records law. Most written communications to or from local officials regarding city business are public records available to the public and media upon request. Your e-mail communications may therefore be subject to public disclosure.