



Planning Zoning Historic Preservation Division  
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**AGENDA**  
**CITY OF LAKE WORTH BEACH**  
**PZHP JOINT WORKSHOP**  
**CITY HALL COMMISSION CHAMBER**  
**WEDNESDAY, APRIL 16, 2025 -- 6:00 PM**

**ROLL CALL and RECORDING OF ABSENCES**

**PLEDGE OF ALLEGIANCE**

**PLANNING ISSUES:**

- A. [Training about case law, required findings, and procedures for variances in Lake Worth Beach, led by City Attorney Elizabeth Lenihan.](#)
- B. [Presentation and discussion about the in-progress Open Space and Recreation Master Plan, led by Chen Moore & Associates.](#)

**DEPARTMENT REPORTS:**

**ADJOURNMENT**

If a person decides to appeal any decision made by the board, agency or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. (F.S. 286.0105)

**NOTE:** ALL CITY BOARDS ARE AUTHORIZED TO CONVERT ANY PUBLICLY NOTICED MEETING INTO A WORKSHOP SESSION WHEN A QUORUM IS NOT REACHED. THE DECISION TO CONVERT THE MEETING INTO A WORKSHOP SESSION SHALL BE DETERMINED BY THE CHAIR OR THE CHAIR'S DESIGNEE, WHO IS PRESENT AT THE MEETING. NO OFFICIAL ACTION SHALL BE TAKEN AT THE WORKSHOP SESSION, AND THE MEMBERS PRESENT SHOULD LIMIT THEIR DISCUSSION TO THE ITEMS ON THE AGENDA FOR THE PUBLICLY NOTICED MEETING. (*Sec. 2-12 Lake Worth Code of Ordinances*)

**Note:** One or more members of any Board, Authority or Commission may attend and speak at any meeting of another City Board, Authority or Commission.



**MEMORANDUM DATE:** April 10, 2025

**AGENDA DATE:** April 16, 2025

**TO:** Chair and Members of the Planning and Zoning Board / Historic Resources Preservation Board

**RE:** **Variance Training**

**FROM:** Annie Greening, Principal Planner  
Scott Rodriguez, AICP, Assistant Director of Planning and Preservation  
Department for Community Sustainability

### **Summary**

City Attorney Elizabeth Lenihan will lead a training presentation and joint board discussion about case law, required findings, and procedures for variances in Lake Worth Beach.

### **Background and Justification**

In the City of Lake Worth Beach Land Development Regulations, the Planning and Zoning Board (PZB) and the Historic Resources Preservation Board (HRPB) are charged with reviewing and approving or denying variance applications regarding signs, height, area, and size of structure or size of yards, parking requirements and other area requirements and open spaces.

After reviewing multiple variance applications in 2024, members of the PZB requested additional training from the City Attorney regarding variances, with the goal of better understanding legal implications and required findings to grant a variance. As the HRPB is also tasked with reviewing variance applications for properties in the City's historic districts, staff recommended that the training be conducted at a joint board workshop.



**MEMORANDUM DATE:** April 9, 2025

**AGENDA DATE:** April 16, 2025

**TO:** Chair and Members of the Planning and Zoning Board / Historic Resources Preservation Board

**RE:** **Open Space and Recreation Master Plan**

**FROM:** Nilsa Zacarias, Director of Planning, Chen Moore and Associates (CMA)  
Lance Lilly, Senior Planner, Chen Moore and Associates (CMA)

### **Background**

In 2018, the City of Lake Worth Beach adopted its Comprehensive Plan, including Recreation Element with Policy 7.1.1.3, stating, "*The City shall encourage the preparation of a Master Plan for Recreation and Open Space to assess existing facilities, future needs, and proposed programs.*" This policy laid the foundation for the development of the current Open Space and Recreation Master Plan (the Plan).

On January 16, 2024, the City Commission approved the initiation of the Open Space and Recreation Master Plan. The goal of the subject plan includes:

- Assess current and future recreational needs
- Provide guidance, policy direction, and budget for future improvements

The Master Plan report will provide a background of the City and outline the goals for the subject plan. It includes an analysis of the City's demographics and examines both national and local recreational trends. The Plan also assesses the existing Comprehensive Plan, Land Development Regulations (LDRs), and evaluates the operations and programming of the Department of Leisure Services.

Additionally, the Plan provides an inventory of open spaces and recreational facilities, assesses the City's recreational level of service, and includes a tree inventory along with an analysis of canopy coverage on City properties.

A key component of the Plan is the extensive proactive public participation program (4Ps), which gathers input from the community and stakeholders. Based on these engagements, the Plan presents conceptual designs, funding options, prioritization strategies, and recommendations for the City's current and future population.

### **Public Engagement**

Public engagement is paramount to the success of the Open Space and Recreation Master Plan. To gather valuable feedback on existing open space, recreational programming, and facilities, the project team participated in various City-initiated events and stakeholder meetings. Below is a list of the community engagement initiatives attended between February 2024 and April 2025:

- Street Painting Festival

- Field Day (Ages 6-13)
- Neighborhood Association President Council (NAPC) - 1<sup>st</sup> and 2<sup>nd</sup> Meeting
- Haitian Heritage event
- Meetings with focus group
- Back to School Bash
- Design Outreach Events with Neighborhood in proximity to Bryant/South Bryant Park & Northwest Park

### **Community Survey**

As part of the Open Space and Recreation Master Plan, the project team prepared a 24-question community survey, available from February 12, 2024, to September 9, 2024. The subject survey was offered in three languages—English, Spanish, and Haitian Creole— and it was promoted on the City website and City events attended by the project team. At the beginning of the Plan, branding was created and applied on posters and business cards featuring QR codes linked to the surveys. At the conclusion of the community survey, we gathered a total of 448 completed responses (virtual and physical copies).

### **Conceptual Designs**

On October 28, 2024, the CMA team hosted a design open house for Northwest Park at the Haitian Peniel Baptist Church in Lake Worth Beach. The event brought together residents from the Vernon Heights, Lake Cove, and Sunset Ridge neighborhoods. It was organized into three segments: an introduction to the project, a visioning exercise where attendees shared their likes, challenges, and ideas for the park's future over the next 5, 10, and over 10 years. The event also included presentations by the attendees and hands-on park conceptual designs.

Based on the community's input, the project team prepared conceptual designs for the Northwest Park, implementing a three-phase approach as follows:

- Phase 1 (0 - 5 years)
- Phase 2 (6 - 10 years)
- Phase 3 (10 + years)

On November 25, 2024, the CMA team hosted a design open house for Bryant Park and South Bryant Park at the Compass LGBTQ Community Center. This structure of the subject event mirrored the previous open house, consisting of three segments: an introduction to the project, a visioning exercise where attendees shared their likes, challenges, and ideas for the park's future over the next 5, 10, and over 10 years. The event also included presentations by the attendees and hands-on park conceptual designs.

*Currently, the project team is in the process of preparing the report of the Open Space and Recreation Master Plan, which will be reviewed by the City staff. The proposed Master Plan will serve as a roadmap for future improvements to the City's recreational programming and facilities, while also providing an opportunity to seek funding for upcoming initiatives.*