

CITY OF CLEWISTON

BUILDING BOARD OF COMMISSIONERS AGENDA

July 09, 2026 at 2:00 PM

City Hall Commission Chambers – 115 W Ventura Ave

Board Members:

James Pittman, Mayor
Greg Thompson, Board Member
Luis Vallejo, Board Member

Administration:

Building Official, Christopher Cooper
City Attorney, Kaylee Tuck
Administrative Assistant Community Development, Leslie Almanza

Civility: Being "civil" is not a restraint on the First Amendment right to speak out, but it is more than just being polite. Civility is stating your opinions and beliefs, without degrading someone else in the process. Civility requires a person to respect other people's opinions and beliefs even if he or she strongly disagrees. It is finding a common ground for dialogue with others. It is being patient, graceful, and having a strong character. That is why we say "Character Counts" in the City of Clewiston. Civility is practiced at all City meetings.

Special Needs: In accordance with the provisions of the American with Disabilities Act (ADA), persons in need of a special accommodation to participate in this proceeding shall within three business days prior to any proceeding, City Hall is wheelchair accessible and accessible parking spaces are available. Please contact the City Clerk's office at (863) 983-1484, extension 105, or email lakisha.burch@clewiston-fl.gov for information or assistance.

Quasi-Judicial Hearings: Some of the matters on the agenda may be "quasi-judicial" in nature. City Commission Members are required to disclose all ex-parte communications regarding these items and are subject to voir dire (a preliminary examination of a witness or a juror by a judge or council) by any affected party regarding those communications. All witnesses testifying will be "sworn" prior to their testimony. However, the public is permitted to comment, without being sworn. An unsworn comment will be given its appropriate weight by the City Commission.

Appeal of Decision: If a person decides to appeal any decision made by the City Commission with respect to any matter considered at this meeting, he or she will need a record of the proceeding, and for that purpose, may need to ensure that a verbatim record of the proceeding is made, which record includes any testimony and evidence upon which the appeal will be based.

BUILDING BOARD AGENDA ITEMS:

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

ADDITIONS, DELETIONS, MODIFICATIONS

COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Public Comments for all meetings may be received by email, or in writing to the City Clerk's Office until 3:00 PM on the day of the meeting. Comments will be "received and filed" to be acknowledged as part of the official public record of the meeting. Planning and Zoning Board meetings are livestreamed and close-captioned for the general public via our website, instructions are posted there.

CONSENT AGENDA

REGULAR AGENDA

1. Consideration of closing the case for the property located at 433 East Alverdez Avenue
2. Consideration of further action by the City of Clewiston regarding the property located at 720 Royal Palm Avenue

CITY STAFF COMMENTS

BOARD MEMBER COMMENTS

ADJOURNMENT

Comment Cards: Anyone from the public wishing to address the Planning and Zoning Board, it is requested that you complete a Comment Card before speaking. Please fill it out completely with your full name and address so that your comments can be entered correctly in the minutes and given to the City Clerk. During the agenda item portion of the meeting, you may only address the item on the agenda being discussed at the time of your comment. During public comments, you may address any item you desire. Please remember that there is a three (3) minute time limit on all public comments. Any person who decides to appeal any decision of the Board with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose, may need to ensure that a verbatim record of the proceedings is made which included testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodation in order to participate should contact the City Clerk's Office (863-983-1484), at least 48 hours in advance to request such accommodation.



Agenda Item Memorandum

TO: Board of Building Commissioners

FROM: Leslie Almanza, Administrative Assistant Community Development

VIA: Christopher Cooper, Building Official

DATE: July 9, 2026

SUBJECT: 433 East Alverde Avenue

Background: The Building Board of Commissioners met on September 9, 2025 regarding 433 E. Alverde Avenue. The property owner received a notice to bring the property into compliance within 90 days of receipt of service. The property owner has since brought the property into compliance.

Recommendation: Staff recommends closing the case on this property.

Attachments: Engineer letter

City of Clewiston, Florida

Community Department

121 Central Avenue

Clewiston, FL 33440

(863) 983-1500



TO:

Property Owner

433 E Alverdez Avenue

Clewiston, FL 33440

RE: Notice to Comply with Florida Building Code – 90 Days

Dear Property Owner,

The City of Clewiston has conducted a review of the property located at **433 E Alverdez Avenue** and determined that the residence is **not in compliance with the Florida Building Code**. In order to ensure the safety, structural integrity, and livability of the property, corrective action is required.

You are hereby directed to bring the property into full compliance with the Florida Building Code within **ninety (90) days** of the date of this letter. All work must be performed under the required permits and inspections obtained through the City of Clewiston Building Department.

Failure to comply within the time specified may result in enforcement actions, including but not limited to:

- Issuance of code enforcement citations and fines,
- Possible liens placed on the property, and
- Referral for further legal action as permitted under Florida Statutes and City Ordinances.

Please contact the **Building Department** at (863) 983-1500 within **10 business days** of receipt of this notice to schedule an appointment to discuss the corrective measures required and the permitting process.

Your prompt attention and cooperation in resolving these issues are appreciated.

Sincerely,

Christopher Cooper

Building Official / Code Compliance Officer

City of Clewiston

Proudly Serving America's Sweetest Town

Morrison Engineering & Construction, Inc.

December 22, 2025

City of Clewiston Building Department
Attention: Christopher Cooper, Building Official
121 Central Avenue
Clewiston, FL 33440

**RE: Smoke Damage Inspection/Structural Integrity & Repair Report
433 E. Alverde Avenue
Clewiston, FL 33440**

Dear Mr. Reese:

Morrison Engineering & Construction inspected some repairs from owner stated smoke damage as well as exterior wall saw cuts for the above listed address on Friday, December 20th, 2024.

A follow-up inspection was conducted on June 10, 2025 to inspect the repairs which were completed as discussed in the original letter dated December '24.

At the time of the inspection and in my opinion, the home appeared to be structurally sound.

The electrical panel was inspected and no electrical issues observed or noted.

The residence has 2 ingress/egress doors (front and rear) as well as numerous windows to which each bedroom has it's own emergency egress window exceeding the Florida Building Code requirements for such.

Should you have any questions or comments regarding the above item(s), please call me at (239) 218-8895 or email at Scot@MorrisonEngineer.com to discuss these items.

Sincerely,

Morrison Engineering & Construction, Inc.



Scot Morrison, P.E.

Scot Morrison, P.E.
President

Morrison Engineering & Construction, Inc.



Agenda Item Memorandum

TO: Board of Building Commissioners

FROM: Leslie Almanza, Administrative Assistant Community Development

VIA: Christopher Cooper, Building Official

DATE: July 9, 2026

SUBJECT: Consideration of dangerous building 720 Royal Palm Avenue

Background: The Building Board of Commissioners met on September 9, 2025 regarding 720 Royal Palm Ave. A notice was sent a to the property owner of 720 Royal Palm Avenue regarding the Building Board meeting via certified mail. The property owner received service via certified mail on March 3, 2026, and was given 90 days to bring the property into full compliance. Since receiving notice, no action has been taken to achieve compliance.

Recommendation: Board's discretion to determine whether the City of Clewiston Building Board takes further action to bring the property into compliance.

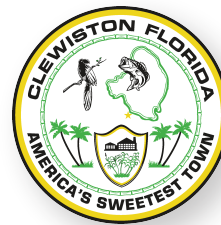
City of Clewiston, Florida

Building Department

121 Central Avenue Clewiston,

FL 33440

(863) 983-1500



September 16, 2025

Dear Resident at 720 Royal Palm
Avenue Clewiston, Fl 33440

The Building Board of Commissioners has conducted a review of the property located at 720 Royal Palm Avenue and determined that the residence is not in compliance with the Florida Building Code. In order to ensure the safety, structural integrity, and livability of the property, corrective action is required.

You are hereby directed to bring the property into full compliance with the Florida Building Code within ninety (90) days of the date of this letter. All work must be performed under the required permits and inspections obtained through the City of Clewiston Building Department.

Failure to comply within the time specified may result in enforcement actions, including but not limited to:

- Issuance of code enforcement citations and fines,
- Possible liens placed on the property, and
- Referral for further legal action as permitted under Florida Statutes and City Ordinances.

Please contact the Building Department at (863) 983-1500 within 10 business days of receipt of this notice to schedule an appointment to discuss the corrective measures required and the permitting process.

Your prompt attention and cooperation in resolving these issues are appreciated.

Sincerely,

Christopher Cooper

Building Official

City of Clewiston

Electronic Delivery Confirmation™



City Of Clewiston
Community Development
121 CENTRAL AVE
CLEWISTON FL 33440-3701

\$6.04 US POSTAGE
FIRST-CLASS IMI
Feb 27 2026
Mailed from ZIP 33440
1 OZ FIRST-CLASS MAIL LETTER
RATE
ZONE 1
11923275



Lee Anna Claridge
626 42ND ST
WEST PALM BCH FL 33407-3812

Reference	Building Board Letter
USPS #	9407111898765436393516
USPS Mail Class	Certified with Electronic Delivery Confirmation
USPS Status	Your item has been delivered to an agent for final delivery in WEST PALM BEACH, FL 33407 on March 3, 2026 at 4:35 pm. Your item has been delivered to an agent for final delivery in WEST PALM BEACH, FL 33407 on March 3, 2026 at 4:35 pm.
USPS History	Delivered to Agent for Final Delivery, WEST PALM BEACH, FL 33407, March 3, 2026, 4:35 pm Arrived at USPS Facility, WEST PALM BEACH FL DISTRIBUTION CENTER, March 2, 2026, 9:13 am Accepted at USPS Facility, CLEWISTON, FL 33440, March 2, 2026, 7:58 am Shipping Label Created, CLEWISTON, FL 33440, February 27, 2026, 3:04 pm

City of Clewiston Community Development
121 CENTRAL AVE
CLEWISTON FL 33440-3701

US POSTAGE AND FEES PAID

PRIORITY MAIL IMI

Jun 22 2026

Mailed from ZIP 33440

1 LB PRIORITY MAIL RATE

ZONE 1

11923275

Commercial



endicia

063S0010937443

USPS CERTIFIED MAIL



9402 6118 9876 5520 9672 34

Lee Anna Claridge
626 42ND ST
WEST PALM BCH FL 33407-3812



City of Clewiston, Florida
Community Development
121 Central Avenue
Clewiston, FL 33440
(863) 983-1500



June 22, 2026

CERTIFIED MAIL/RETURN RECEIPT REQUESTED

720 Royal Palm Avenue
Clewiston, Fl. 33440

RE: Notice and Order of Building Official Regarding a Dangerous Building

To Whom It May Concern:

Our records indicate you are the owner or have an interest in the property located at 720 Royal Palm Avenue in the City of Clewiston. The Building Board will be discussing this property at the next meeting on July 9, 2026 at 2:00p.m in the Commission Chambers located at 115 West Ventura Ave. The property owner was given ninety (90) days to bring the property into compliance. Since being notified on March 3, 2026, via certified mail, the property has not been brought into compliance. Any person having record title or legal interest in the building may attend the hearing.

Sincerely,

A handwritten signature in blue ink, appearing to be "C. Cooper", is written over the word "Sincerely,".

Christopher Cooper - Building Official
Community Development
Proudly Serving America's Sweetest Town

Electronic Delivery Confirmation™



City of Clewiston Community Development
121 CENTRAL AVE
CLEWISTON FL 33440-3701

US POSTAGE AND FEES PAID
PRIORITY MAIL IMI
Jun 22 2026
Mailed from ZIP 33440
1 LB PRIORITY MAIL RATE
ZONE 1
11923275
Commercial



Lee Anna Claridge
626 42ND ST
WEST PALM BCH FL 33407-3812

Reference	
USPS #	9402611898765520967234
USPS Mail Class	Certified with Electronic Delivery Confirmation
USPS Status	Your item has been delivered to an agent and left with an individual at the address at 1:36 pm on July 1, 2026 in WEST PALM BEACH, FL 33407.
USPS History	Delivered to Agent, Left with Individual, WEST PALM BEACH, FL 33407, July 1, 2026, 1:36 pm Delivery Delay, Animal Interference, WEST PALM BEACH, FL 33407, June 25, 2026, 4:48 pm No Access to Delivery Location, WEST PALM BEACH, FL 33407, June 24, 2026, 5:12 pm Arrived at USPS Facility, WEST PALM BEACH FL DISTRIBUTION CENTER, June 23, 2026, 10:06 am Accepted at USPS Facility, CLEWISTON, FL 33440, June 23, 2026, 8:51 am Shipping Label Created, CLEWISTON, FL 33440, June 22, 2026, 10:08 am

Sec. 18-144. Standards for repair, vacation or demolition.

The following standards shall be followed in substance by the building official and the building commissioners in ordering repair, vacation, or demolition:

- (1) If the dangerous building can reasonably be repaired so that it will no longer exist in violation of the terms of this article, it shall be ordered repaired.
- (2) If the dangerous building is in such condition as to make it dangerous to the health, morals, safety, or general welfare of its occupants, it shall be ordered to be vacated.
- (3) In any case where a dangerous building is 50 percent damaged, decayed, or deteriorated from its original value or structure, it shall be demolished, and in all cases where a building cannot be repaired so that it will no longer exist in violation of the terms of this article, it shall be demolished. In all cases where a dangerous building is a fire hazard existing or erected in violation of the terms of this article or any ordinance of the city or statute of the state, it shall be demolished.

(Code 1960, § 6-8; Code 1982, § 6-176; Code 1999, § 18-523)





TRESPASSING
TRANSPASAR

720











