

# TOWN OF LOXAHATCHEE GROVES

TOWN HALL COUNCIL CHAMBERS  
AGRITOURISM COMMITTEE

## AGENDA

AUGUST 26, 2024 – 6:00 PM



Joseph Chammas (Seat 1)  
Darrin Swank (Seat 2) Geoff Slugget (Seat 3)  
Manish Sood (Seat 4) Liza Holman (Seat 5)

### Administration

Town Manager, Francine L. Ramaglia, CPA, AICP, ICMA-CM  
Town Clerk, Valerie Oakes, CMC  
Project Coordinator, Jeffrey Kurtz, Esq.

**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 Town of Loxahatchee. Civility is practiced at all Town 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, contact the Town Clerk's Office, 155 F Road, Loxahatchee Groves, Florida, (561) 793-2418.

**Quasi-Judicial Hearings:** Some of the matters on the agenda may be "quasi-judicial" in nature. Town Council 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. Unsworn comment will be given its appropriate weight by the Town Council.

**Appeal of Decision:** If a person decides to appeal any decision made by the Town Council 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.

**Consent Calendar:** Those matters included under the Consent Calendar are typically self-explanatory, non controversial, and are not expected to require review or discussion. All items will be enacted by a single motion. If discussion on an item is desired, any Town Council Member, without a motion, may "pull" or remove the item to be considered separately. If any item is quasi-judicial, it may be removed from the Consent Calendar to be heard separately, by a Town Council Member, or by any member of the public desiring it to be heard, without a motion.

**OPENING**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**APPROVAL OF THE AGENDA**

**REGULAR AGENDA**

- [1.](#) Swearing in of Committee Members
- [2.](#) Election of Officers (Chair and Vice Chair)
- [3.](#) Sunshine Laws & Code of Ethics Presentation
- [4.](#) Discussion & Review of Committee Responsibilities

**COMMENTS FROM THE PUBLIC**

*A limited public audience can be accommodated in our Town Council chambers with mandatory facemasks and socially spaced seating. Public Comments for all meetings may be received by email, or in writing to the Town Clerk's Office until 6:00 PM day of the meeting. Comments received will be "received and filed" to be acknowledged as part of the official public record for the meeting. The Town Council meeting will be live-streamed and close-captioned for the general public via our website, instructions are posted there.*

**COMMENTS FROM COMMITTEE MEMBERS:**

Joseph Chammas (Seat 1)

Darrin Swank (Seat 2)

Geoff Slugget (Seat 3)

Manish Sood (Seat 4)

Liza Holman (Seat 5)

**CONFIRM NEXT REGULAR MEETING DATE:**

**ADJOURNMENT**



155 F Road Loxahatchee Groves, FL 33470

**TO:** Agritourism Committee  
**FROM:** Jeff Kurtz, Esq, Project Coordinator  
**THOUGH:** Francine Ramaglia, CPA, AICP, ICMA-CM  
**DATE:** August 26, 2024  
**SUBJECT:** Swearing in of Committee Members

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**Background:**

All Agritourism Committee Members must be sworn in by the Office of the Town Clerk.

**Recommendation:**

The office of the Town Clerk will administer the Oath of Office.



*Town of Loxahatchee Groves  
Oath of Office - Agritourism Committee - Town of Loxahatchee Groves*

*"I, INSERT NAME, do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and the State of Florida, and the Charter of the Town of Loxahatchee Groves; that I am duly qualified to hold office under the Constitution of the State of Florida and the Charter of the Town of Loxahatchee Groves; and that I will well and faithfully perform the duties of Committee Member upon which I am now about to enter."*

*x\_\_\_\_\_*

*Joseph Chammas, Committee Member*

*\_\_\_\_\_*

*Date*

*x\_\_\_\_\_*

*Valerie Oakes, CMC Town Clerk*



*Town of Loxahatchee Groves  
Oath of Office - Agritourism Committee - Town of Loxahatchee Groves*

*"I, INSERT NAME, do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and the State of Florida, and the Charter of the Town of Loxahatchee Groves; that I am duly qualified to hold office under the Constitution of the State of Florida and the Charter of the Town of Loxahatchee Groves; and that I will well and faithfully perform the duties of Committee Member upon which I am now about to enter."*

*x\_\_\_\_\_*

*Liza Holman, Committee Member*

*\_\_\_\_\_*

*Date*

*x\_\_\_\_\_*

*Valerie Oakes, CMC Town Clerk*



*Town of Loxahatchee Groves  
Oath of Office - Agritourism Committee - Town of Loxahatchee Groves*

*"I, INSERT NAME, do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and the State of Florida, and the Charter of the Town of Loxahatchee Groves; that I am duly qualified to hold office under the Constitution of the State of Florida and the Charter of the Town of Loxahatchee Groves; and that I will well and faithfully perform the duties of Committee Member upon which I am now about to enter."*

*X\_\_\_\_\_*

*Manish Sood, Committee Member*

*\_\_\_\_\_*

*Date*

*X\_\_\_\_\_*

*Valerie Oakes, CMC Town Clerk*



*Town of Loxahatchee Groves  
Oath of Office - Agritourism Committee - Town of Loxahatchee Groves*

*"I, INSERT NAME, do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and the State of Florida, and the Charter of the Town of Loxahatchee Groves; that I am duly qualified to hold office under the Constitution of the State of Florida and the Charter of the Town of Loxahatchee Groves; and that I will well and faithfully perform the duties of Committee Member upon which I am now about to enter."*

*x\_\_\_\_\_*

*Geoff Sluggett, Committee Member*

*\_\_\_\_\_*

*Date*

*x\_\_\_\_\_*

*Valerie Oakes, CMC Town Clerk*



*Town of Loxahatchee Groves  
Oath of Office - Agritourism Committee - Town of Loxahatchee Groves*

*"I, INSERT NAME, do solemnly swear (or affirm) that I will support, protect, and defend the Constitution and Government of the United States and the State of Florida, and the Charter of the Town of Loxahatchee Groves; that I am duly qualified to hold office under the Constitution of the State of Florida and the Charter of the Town of Loxahatchee Groves; and that I will well and faithfully perform the duties of Committee Member upon which I am now about to enter."*

*x\_\_\_\_\_*

*Darrin Swank, Committee Member*

*\_\_\_\_\_*

*Date*

*x\_\_\_\_\_*

*Valerie Oakes, CMC Town Clerk*





155 F Road Loxahatchee Groves, FL 33470

**TO:** Agritourism Committee

**FROM:** Jeff Kurtz, Esq, Project Coordinator

**THOUGH:** Francine Ramaglia, CPA, AICP, ICMA-CM

**DATE:** August 26, 2024

**SUBJECT:** Selection of a Chairperson and Vice Chairperson of the Agritourism Committee

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**Background:**

Each year, the appointed Agritourism Committee Members are to select a Chairperson and Vice Chairperson of the Agritourism Committee

**Recommendation:**

Committee members are to choose a Chairperson and Vice Chairperson of the Agritourism Committee.

# Loxahatchee Groves Ethics Training

Torcivia, Donlon, Goddeau & Rubin, P.A.  
Office of the Town Attorney

# Florida Statutes

## Public Records

- Chapter 119 – all records made and received regarding Town business
- Includes texts and social media posts and messages related to Town business regardless of device or account
- Don't email, text, or post anything you wouldn't say in a public meeting or want printed in the newspaper
- Retention requirements

## Sunshine

- Chapter 286 – prohibits discussion between Board Members regarding Town business outside a noticed public meeting
- Includes prohibition of discussion via phone, text, and social media

## Ethics

- Chapter 112 – regulates voting conflicts, gifts, reporting, business relationships
- Supplemented by Palm Beach County Code of Ethics, Chapter 2, Article XIII of the Palm Beach County Code of Ordinances

# Palm Beach County Code of Ethics Conflicts

- ▶ Public Officials shall NOT:
  - ▶ Use the public office or position to take or fail to take any action, or influence others to take or fail to take any action, or attempt to do these things in a manner which he or she knows or should know with the exercise of reasonable care will result in a special financial benefit, not shared with similarly situated members of the general public or the listed persons or entities
  - ▶ Use or attempt to use the public office or position, or any property or resource which may be within his or her trust, to corruptly secure or attempt to secure a special privilege, benefit, or exemption for the public official or others
  - ▶ Enter into any contract or other transaction for goods or services with the Town
    - ▶ Includes the public official's outside employer or business and any person, agency or entity acting for the Town
  - ▶ Accept, directly or indirectly, travel expenses from a contractor, vendor, service provider, bidder or proposer
  - ▶ Agree to pay or give a contingency fee to another person
- ▶ Public Officials shall declare voting conflicts of interest, abstain from voting or participating in discussion on such matters, and file Form 8B

# Palm Beach County Code of Ethics Conflicting Relationships

- ▶ Self
- ▶ Spouse, domestic partner, household member, dependents
- ▶ Sibling, step-sibling, child, step-child, parent, step-parent, niece or nephew, uncle or aunt, grandparent, or grandchild
  - ▶ of self, spouse or domestic partner
  - ▶ or the employer or business of any of these people
- ▶ Outside employer or business of self, spouse or domestic partner or someone known to public official to work for such employer or business
- ▶ Customer or client of the public official or outside employer or business (within the last 24 months)
- ▶ Substantial debtor or creditor of public official, spouse or domestic partner
- ▶ Civic group, union, social, charitable, or religious organization, or other organization of which the public official, spouse or domestic partner is an officer or director

# Palm Beach County Code of Ethics

## Gifts

- ▶ Public Officials shall NOT:
  - ▶ Knowingly solicit or accept, directly or indirectly, any gift of value greater than \$100 in the aggregate for the calendar year from any person or business entity that the public official knows or should know with the exercise of reasonable care, is a vendor, lobbyist or principal or employer of a lobbyist who lobbies, sells or leases to the Town
  - ▶ Knowingly solicit a gift of any value from any person or business entity that the public official knows, or should know with the exercise of reasonable care, is a vendor, lobbyist or principal or employer of a lobbyist who lobbies, sells, or leases to the Town where the gift is for the personal benefit of the public official or any relative or household member
  - ▶ Accept or agree to accept a gift from a person or entity, because of:
    - ▶ An official public action taken or to be taken or which could be taken
    - ▶ A legal duty performed or to be performed or which could be performed
    - ▶ A legal duty violated or to be violated or which could be violated
- ▶ Public Officials shall report gifts in excess of \$100



# Training

## State of Florida

- <http://www.ethics.state.fl.us/Training/Training.aspx>

## Palm Beach County

- [http://www.pbcgov.com/\\_code/videos/VideoPlayer.htm?id=COE/Training/2017-FINAL\\_COE-Training](http://www.pbcgov.com/_code/videos/VideoPlayer.htm?id=COE/Training/2017-FINAL_COE-Training)

# Town Code of Ethics

- ▶ Public Officers pledge NOT to:
  - ▶ Misuse the office or position
  - ▶ Participate in debate on any matter which may come before Town Council for decision and which may benefit a family member, client, or business associate
  - ▶ Seek or accept any personal profit or gain or unwarranted favor or privilege for himself or any relative or other person
  - ▶ Improperly influence or attempt to influence other public officers
- ▶ Public Officers shall NOT:
  - ▶ Engage in, solicit, or negotiate for, or promise to accept private employment or render services for private interests or conduct a private business when such employment, service, or business creates a conflict with the proper discharge with official duties
  - ▶ Have any contact with, in any form, nor engage in communication or discussion with applicants, petitioners, or their agents or representatives seeking action or other relief from Town Council on matters relating to a pending application or other petition
  - ▶ Invest or hold any investment, directly or indirectly, in any financial business, commercial, or other private transaction that creates a conflict with official duties



# Town Code of Ethics

- ▶ Public Officers shall NOT:
  - ▶ Directly or indirectly solicit, accept, or receive any gift, in any form, if:
    - ▶ It could be reasonably inferred or expected the gift was intended to influence the officer's performance of official duties
    - ▶ The gift was intended to serve as an inducement for an improper action or as a reward not otherwise permitted under state law
  - ▶ Use provisions of this Code of Ethics to further frivolous claims against one another
  - ▶ Knowingly violate any federal, state, or local law, rule or regulation
  - ▶ Disclose confidential information acquired in one's capacity as a public officer or use such confidential information to further one's personal interests
  - ▶ Undermine the duties, responsibilities, and role of the Town Manager
  - ▶ Use the official position to "influence peddle" or gain favors or benefits inconsistent with Town policy or applicable law on behalf of any citizen or other person

9

# Questions?



155 F Road Loxahatchee Groves, FL 33470

**TO:** Agritourism Committee  
**FROM:** Jeff Kurtz, Esq, Project Coordinator  
**THOUGH:** Francine Ramaglia, CPA, AICP, ICMA-CM  
**DATE:** August 26, 2024  
**SUBJECT:** Presentation of Florida Sunshine Law & Ethics

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**Background:**

Office of the Town Attorney, Torcivia, Donlon, Goddeau, and Rubin, P.A. will appear via Zoom meeting platform and present to the Agritourism Committee Members.

**Recommendation:**

Receive and File.



155 F Road Loxahatchee Groves, FL 33470

**Agenda Item #**

**TO: Agritourism Committee**  
**FROM: Jeff Kurtz, Project Coordinator**  
**DATE: August 26, 2024**  
**SUBJECT: Introductory meeting of the newly reconstituted Agritourism Committee**

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**Background:**

The Council reestablished the Agritourism committee and our first meeting will be on August 26, 2024. A copy of the Resolutions re-establishing the Agritourism Committee and appointing the Committee members are attached.

At this organizational meeting, the Committee members will be asked to introduce themselves to each other, so we understand each other's background and interest in serving on the Committee.

The purpose of the Committee is to review the report and recommendation from the previous Loxahatchee Groves Agritourism Committee and recommend to Town Council potential substantial offsite impacts of agritourism activities and to develop recommendations to balance the needs of the agritourism operation with the health, safety, and welfare of the public and peace and tranquility of the surrounding residential communities. Such recommendations shall include identification of potential substantial offsite impacts and how to identify any additional potential substantial offsite impacts; how such impacts should be measured to establish whether the impact is substantial; and how such impacts should be impacted to become less than substantial.

A copy of the previous report is attached for your ready reference.

The current plan is to schedule monthly meetings until the end of the calendar year. It is proposed that the meetings take place on the fourth Monday of the month which would be:

1. August 26, 2024
2. September 23, 2024
3. October 28, 2024
4. November 25, 2024
5. December 23, 2024

Please bring your calendars with you in case these dates are not convenient for the majority of the Committee. The meetings will begin at 6 pm and the goal is to have the meetings completed



155 F Road Loxahatchee Groves, FL 33470

by 8 pm. This introductory meeting, is just that and we do not expect to resolve all of the potential substantial impacts and issues this evening. While the meetings are open to the public and will be recorded and televised, we do not anticipate formal public hearings to be held. I look forward to meeting you and working with you.

**Recommendation:**

Committee review and discussion.

**RESOLUTION NO. 2024-36**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, PROVIDING FOR THE RE-CREATION OF THE "LOXAHATCHEE GROVES AGRITOURISM COMMITTEE" TO IDENTIFY POTENTIAL SUBSTANTIAL OFFSITE IMPACTS FROM AGRITOURISM ACTIVITIES AND DEVELOP MITIGATION METHODS FOR SUBSTANTIAL OFFSITE IMPACTS; PROVIDING FOR DUTIES OF THE COMMITTEE; PROVIDING FOR COMPLIANCE WITH FLORIDA'S SUNSHINE LAW AND PUBLIC RECORDS LAW; PROVIDING FOR PROCEDURAL MATTERS OF THE COMMITTEE; PROVIDING FOR SUNSETTING OF THE COMMITTEE; PROVIDING FOR SEVERABILITY, CONFLICT, AND AN EFFECTIVE DATE.**

**WHEREAS**, in 2023, Town Council established the Loxahatchee Groves Agritourism Committee by Resolution No. 2023-86 as an ad hoc committee for the specific purpose of identifying potential substantial offsite impacts from agritourism activities and developing mitigation methods for substantial offsite impacts; and

**WHEREAS**, Town Council, by Resolution No. 2024-22 extended the term of the Loxahatchee Groves Agritourism Committee to enable the Committee to make its report and recommendations to Town Council; and

**WHEREAS**, the Loxahatchee Groves Agritourism Committee sunset on April 10, 2024; and

**WHEREAS**, it is the desire of the Town Council to re-establish the Loxahatchee Groves Agritourism Committee to review the report and recommendations from the previous Committee and advise the Town Council on potential substantial offsite impacts from agritourism activities, as set forth in more detail herein; and

**WHEREAS**, the Town Council determines that the re-establishment of the Committee serves a valid public purpose.

**NOW, THEREFORE**, be it resolved by the Town Council of the Town of Loxahatchee Groves, Florida, as follows:

**Section 1.** That the foregoing "WHEREAS" clauses are confirmed and ratified as being true and correct and are hereby made a specific part of this Resolution.

**Section 2.** The Town Council hereby re-establishes the Town's "Loxahatchee Groves Agritourism Committee" as follows:

**I. Re-creation of the "Loxahatchee Groves Agritourism Committee."** There is re-created the Loxahatchee Groves Agritourism Committee (Committee) to act as an advisory board to the Town Council, as follows:

- (A) **Membership.** The Committee shall be comprised of five (5) voting members.
  - 1. **Qualifications.** Each member shall be a resident or landowner within the Town and shall be active in the agritourism industry within the Town.
  - 2. **Appointment.** Each member of Town Council shall nominate a qualified individual and notify the Town Clerk of the nomination. The Town Clerk will send each nominee the Town's advisory board member application form and upon return of the completed application shall confirm the qualifications of each nominee. Following qualification, staff shall prepare a resolution for adoption by Town Council to appoint the qualified nominees as members of the Committee. The members shall serve at the pleasure of the appointing member of Town Council and of Town Council.
- (B) **Duty.** The Committee's duties are to review the report and recommendation from the previous Loxahatchee Groves Agritourism Committee and recommend to Town Council potential substantial offsite impacts of agritourism activities and to develop recommendations regarding mitigation of substantial offsite impacts to balance the needs of the agritourism operation with the health, safety, and welfare of the public and the peace and tranquility of the surrounding residential communities. Such recommendations shall include identification of potential substantial offsite impacts and how to identify any additional potential substantial offsite impacts; how such impacts should be measured to establish whether the impact is substantial; and how such impacts should be mitigated to become less than substantial.

**II. Advisory Only.** The actions, decisions, and recommendations of the Committee shall be advisory only. All final decisions are solely at the discretion of the Town Council.

**III. Meetings, Dates, Procedures, Records, Quorum, and Compensation.**

- (A) The Committee shall hold an organizational meeting within thirty (30) days of the appointment of a number of Committee members to have a quorum, at which the members of the Committee shall elect by a majority vote of its membership a chair and vice-chair.
- (B) The Committee shall meet on an as-needed basis, as determined by the Chair or the Town Manager.

- (C) All meetings, records and files of the Committee shall be open and available to the public, consistent with Chapter 119, Florida Statutes (the Public Records Law) and Chapter 286, Florida Statutes (the Sunshine Law). In addition, members of the Committee shall ensure that their actions are in compliance with the Public Records Law and the Sunshine Law.
- (D) Notice for any meeting of the Committee shall be posted in accordance with the Sunshine Law and on the Town's website and at the Town Office no later than 72 hours prior to the scheduled meeting.
- (E) Three (3) voting members shall constitute a quorum of the Committee, and official action shall be taken by the Committee by a majority vote of the members present at the meeting. If a quorum is not present, the Committee members may continue to meet and discuss issues; however, no official action may be taken.
- (F) The Town Manager or his\her designee shall act as secretary to the Committee and be responsible for attending all meetings and providing the items necessary for conducting meetings, as requested by the Chair, and for recording and preparation of meeting minutes. The Town Attorney or his\her designee shall act as attorney for the Committee, on an as-needed basis.
- (G) Town staff will reasonably provide adequate support to the Committee to discharge their responsibilities.
- (H) Members of the Committee shall serve without compensation for the performance of their duties.

**Section 3.** Sunset of the Committee. Unless extended by the adoption of a Resolution by the Town Council, the Committee shall sunset on December 31, 2024.

**Section 4.** Severability. If any clause, section, or other part or application of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part or application shall be considered as eliminated, and so not affecting the validity of the remaining portions or applications remaining in full force and effect.

**Section 5.** Conflicts. All Resolutions or parts of Resolutions in conflict herewith are to the extent of such conflicts hereby repealed.

**Section 6.** Effective Date. This Resolution shall take effective immediately upon its adoption.



Councilmember \_\_\_\_\_ offered the foregoing resolution. Councilmember \_\_\_\_\_ seconded the motion, and upon being put to a vote, the vote was as follows:

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
ANITA KANE, MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MARGARET HERZOG, VICE MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LAURA DANOWSKI, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PHILLIS MANIGLIA, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ROBERT SHORR, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2024.**

TOWN OF LOXAHATCHEE GROVES,  
FLORIDA

ATTEST:

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Mayor Anita Kane

\_\_\_\_\_  
Vice Mayor Margaret Herzog

APPROVED AS TO LEGAL FORM:

\_\_\_\_\_  
Office of the Town Attorney

\_\_\_\_\_  
Councilmember Laura Danowski

\_\_\_\_\_  
Councilmember Phillis Maniglia

\_\_\_\_\_  
Councilmember Robert Shorr

## RESOLUTION NO. 2024-37

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, APPOINTING THE MEMBERS OF THE LOXAHATCHEE GROVES AGRITOURISM COMMITTEE; PROVIDING FOR SEVERABILITY, CONFLICT, AND AN EFFECTIVE DATE.**

**WHEREAS**, pursuant to Resolution No. 2024-36, the Town Council re-created the “Loxahatchee Groves Agritourism Committee” (Committee) for the purposes stated therein; and

**WHEREAS**, the Town Council desires to appoint members to the Committee.

**NOW, THEREFORE**, be it resolved by the Town Council of the Town of Loxahatchee Groves, Florida, as follows:

**Section 1.** That the foregoing "WHEREAS" clauses are confirmed and ratified as being true and correct and are hereby made a specific part of this Resolution.

**Section 2.** In accordance with Resolution No. 2024-36, the following qualified nominees are appointed to be members of the Loxahatchee Groves Agritourism Committee:

Anita Kane, Mayor  
Margaret Herzog, Vice Mayor  
Laura Danowski, Councilmember  
Phillis Maniglia, Councilmember  
Robert Shorr, Councilmember

Geoff Sluggett  
Liza Holman  
Darrin Swank  
Joseph Chammas  
Manish Sood

**Section 3.** Severability. If any clause, section, or other part or application of this Resolution shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part or application shall be considered as eliminated, and so not affecting the validity of the remaining portions or applications remaining in full force and effect.

**Section 4.** Conflicts. All Resolutions or parts of Resolutions in conflict herewith are to the extent of such conflicts hereby repealed.

**Section 5.** Effective Date. This Resolution shall take effective immediately upon its adoption.

Councilmember \_\_\_\_\_ offered the foregoing resolution. Councilmember \_\_\_\_\_ seconded the motion, and upon being put to a vote, the vote was as follows:

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
ANITA KANE, MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MARGARET HERZOG, VICE MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
LAURA DANOWSKI, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PHILLIS MANIGLIA, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ROBERT SHORR, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, THIS \_\_\_\_ DAY OF \_\_\_\_\_ 2024.**

TOWN OF LOXAHATCHEE GROVES,  
FLORIDA

ATTEST:

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_  
Mayor Anita Kane

\_\_\_\_\_  
Vice Mayor Margaret Herzog

APPROVED AS TO LEGAL FORM:

\_\_\_\_\_  
Office of the Town Attorney

\_\_\_\_\_  
Councilmember Laura Danowski

\_\_\_\_\_  
Councilmember Phillis Maniglia

\_\_\_\_\_  
Councilmember Robert Shorr

# TOWN OF LOXAHATCHEE GROVES

155 F Road Loxahatchee Groves, FL 33470



## AGENDA MEMO

**TO:** Town Council

**FROM:** Ruth Holmes and Jim Fleischmann

**DATE:** April 15, 2024

**SUBJECT:** Agritourism Committee Report

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The Agritourism Committee (Committee) convened on four occasions during the January – April 2024 period. The purpose of the meetings was to discuss the issue of substantial offsite impacts of an agritourism business or event. In addition to Town staff, Assistant Deputy Commissioner of the Department of Agriculture and Consumer Services, Steven Hall, and the Palm Beach County Assistant Fire Marshall, Chris Henry, each attended one of the meetings.

Conversations centered around the following potential offsite impacts: traffic; parking; lighting; noise; odors; vibrations; dust; and signage. Each of these topics were individually discussed. In addition, the following general recommendations were supported by consensus:

1. Proposed Ordinance 2023-15, which failed at the Council, contained Section 65-035 *Substantial offsite impacts of agritourism activities*. If a similar ordinance is proposed in the future, this section should not be included. Potential substantial offsite impacts can be addressed by the code enforcement process.
2. The Town's ULDC currently contains language that addresses each of the above offsite impacts. Additional language that unduly restricts or targets agritourism businesses should not be incorporated within the ULDC. All properties in Town should be subject to the same standards, restrictions, and enforcement.
3. The Town should add an Agritourism page to the Town's website. The page would provide: 1 information and direction to local bona fide agriculture property owners on how to incorporate an agritourism activity component to their business; and 2. a list of local agribusinesses and their contact information. A Voluntary Agritourism Business Description Form would be completed by the business owner to provide information for the website.

4. Use by the Town of a Voluntary Business Tax Receipt (VBTR) Fee Exemption Request form to register agritourism businesses in Town.
5. Any ULDC revisions should be reviewed and drafted by the RETAG Advisory Committee and/or the Planning and Zoning Board (PZB) prior to consideration by the Town Council.

In addition to the above general recommendations, the Committee reviewed provisions in the Town's ULDC that address each of the above potential off-site impacts. Specific definitions of "substantial" were not determined for any of the potential offsite impacts. However, the following recommendations for their use, revision or replacement were prepared.

### **Traffic**

- A. **Townwide Traffic Volume:** The Committee has recommended that the Town adopt townwide local traffic standards.

- B. **Townwide Traffic Safety**

1. The Town's Code contains two principal sections related to traffic safety that the Committee has recommended to be retained on a townwide basis, including as they apply to Agritourism uses; ULDC Section 105-005 *Site Distance Triangle*; and Section 100—045 (6) which prohibits parking on local streets. Copies of these ULDC Sections are included in Attachment A.
2. A requirement for the use Palm Beach Fire Rescue (PBFR) access standards (20-foot driveway width; 13 feet 6-inch clearance; and 90-foot turnaround – circular driveway O.K.). The Committee has recommended that PBFR access standards be used by Agritourism businesses. A recommendation for a Code amendment to require townwide use was not made.

### **Parking**

The Code does not contain minimum parking requirements for Agritourism. It was discussed by the Committee to use the parking provisions in the Code Section 80-025 *Special Event Permits* although no final recommendation was made. A copy of Section 80-025 is included in Attachment B. The Committee recommended that a code revision to permit off-site parking under certain circumstances in the AR District be investigated. ULDC Section 95-035 (Ref: Attachment I) establishes current shared parking regulations.

### **Noise**

The Committee reviewed Sec. 50-010, ULDC, which sets forth the townwide regulations for excessive noise. The Committee recommended that the following hours of operation, rather than decibel levels, be used for Agritourism. Monday – Thursday close at 10:00 p.m.; Friday – Sunday and weekday holidays close at Midnight.     **-2-**

The Committee also recommended that, if decibel levels are to be the Townwide standard, acceptable levels need to be revised above the current standard of 55dB to account for levels generated by normal agricultural operations and further reviewed for appropriate hours of operation. A copy of Section 50-010 is included in Attachment C.

### **Lighting**

The Committee reviewed Sec. 50-030, ULDC, which sets forth the townwide regulations for outdoor lighting. The Committee recommends that the use of lumens in the AR District as the standard be reviewed and updated to reflect the same hours of operation that are recommended in the section on Noise, above, and an additional 2 hours be added for cleanup after event closing. Code Section 50-030 is included in Attachment D. Further, refer to Section 80-025 (F) in Attachment B.

### **Odors**

The Committee reviewed Sec. 50-025, ULDC, which sets forth the townwide regulations for objectionable odors. The Committee recommends that these regulations not be applicable to agriculture and agritourism activities. Section 50-025 is included in Attachment E.

### **Vibrations**

The Committee reviewed Sec. 50-020(Y)(2) ULDC, which sets forth the townwide regulations for vibration. The Committee recommends that these regulations not be applicable to agriculture and agritourism activities. Section 50-020 is included in Attachment F.

### **Dust**

The Committee reviewed Sec. 155-010 (Z) ULDC, which requires site plan applications within the Town address visible emissions and particulate matter (including dust, smoke, soot, and aerosols) and Sec. 170-025(A)(9), ULDC, which requires that uses seeking special exception approval within the Town will not result in the creation of incompatible dust. The Committee recommends that these regulations not be applicable to agriculture and agritourism activities. Sections 155-010 and 170-025 are included in Attachment G.

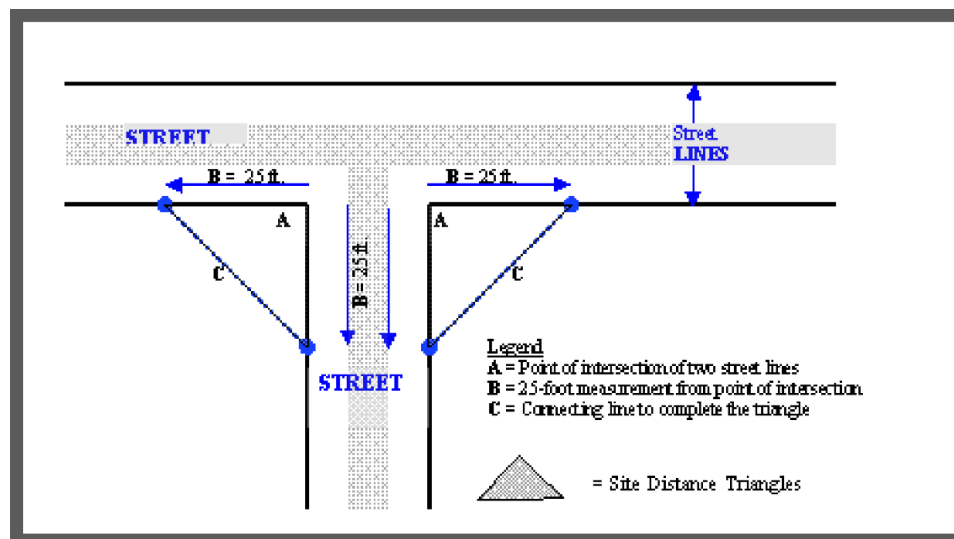
### **Signage**

The Committee discussed the issue of signage with most of the emphasis being on off-site signs. Which are not currently permitted by code. Signs are regulated Townwide in Code Section 90 *Signs*. Signs are regulated by zoning district, with some additional regulations related to prohibited or temporary signs effective in all districts. As agritourism will occur in the AR zoning district, basic sign regulations are in Section 90-040 (A). Code sections pertinent to signs in the AR District are included in Attachment H. A code revision to permit certain types of off-site signs, including permanent event and directional signs, to be negotiated under certain circumstances, should be investigated in the AR District. The Town may also want to investigate the adoption of an official Agritourism logo.

## ATTACHMENT A - TRAFFC

### 100-045(6) Section 105-005. Sight distance triangle.

- (A) The Town hereby establishes a mandatory sight distance triangle for the purposes of ensuring adequate cross visibility at the following types of intersections:
- (1) *Intersection of driveway and street.* Where a driveway intersects a street, the triangular area of property on both sides of a driveway, measured ten feet from the intersection, and on the street line, measured ten feet from the intersection, shall form two legs of the sight distance triangle, and the third side being a line connecting the ends of the two other sides.
  - (2) *Intersection of trail and street.* Where a trail intersects a street, the triangular area of property on both sides of a trail, measured ten feet from the intersection, and on the street line, measured ten feet from the intersection, shall form two legs of the sight distance triangle, and the third side being a line connecting the ends of the two other sides.
  - (3) *Intersection of two streets.* Where two streets intersect, the triangular area of property on all sides of the intersection, measured 25 feet from the intersection, and on the street line, measured 25 feet from the intersection, shall form two legs of the sight distance triangle, and the third side being a line connecting the ends of the two other sides.
- (B) Within any sight distance triangle described in paragraph (A), above, it shall not be permissible to install, set out or maintain, or to allow the installation, setting out or maintenance of, either temporarily or permanently, any vehicular parking space, sign, fence or wall, hedge, shrubbery, tree, earth mound, natural growth or other obstruction of any kind which obstructs cross-visibility at a level between 30 inches and eight feet above the level of the center of the adjacent intersection except that:
- (1) Fences or walls within the sight triangle can be constructed in such a manner as to provide adequate cross-visibility over or through the structure between 30 inches and eight feet in height above the driving surface.
  - (2) Trees having limbs and foliage can be trimmed in such a manner that no limbs or foliage extend into the area between 30 inches and eight feet above the level of the center of the adjacent intersection.
  - (3) Fire hydrants and public utility poles are permissible.
  - (4) Street markers and traffic control devices are permissible.



## Section 100-045. Minimum standards for public and private streets.

The design and construction of public and private streets shall be in accordance with acceptable engineering principles. The design and construction of required improvements shall, at a minimum, be in accordance with current Town standards, including those contained in this article. Should a developer elect to provide improvements of a type or design proposed to equal or exceed the minimum requirements, standards for design and construction of such improvements shall be submitted for approval and evaluated for adequacy on an individual basis by the Town Engineer.

- (A) *Local roadway design standards.* The design of all local roadways (public and private) shall be as follows:
  - (1) *Volume.* Typical volume of local roadways shall be between zero and 2,000 vehicles per day.
  - (2) *Access.* Local roadways shall provide primary access to residential and agricultural properties and limited commercial development. Cut-through traffic is to be discouraged. Other than connecting to Okeechobee Boulevard or Southern Boulevard, local roadways shall not provide access to or from areas outside the Town's corporate limits.
  - (3) *Design speed.* Local roadways shall be designed for travel at a maximum of 30 miles per hour.
  - (4) *Required right-of-way dedication.* The minimum right-of-way dedication for all new local roadways shall be 30 feet, however, at the discretion of the Town Engineer, this minimum may be increased in order to provide sufficient drainage, canal maintenance, or to implement the Loxahatchee Groves Master Roadway, Equestrian and Greenway Plan, 2009 (MREG, 2009).
  - (5) *Construction of roadway.* The entire width of the right-of-way shall be demucked before construction of the roadbed begins. No material of FDOT Class A-5, A-7 or A-8 shall be allowed. All material supporting the roadway and shoulders shall have a minimum load bearing ratio (LBR) of 40. The top 12 inches of the undisturbed soil shall be compacted to 100 percent of maximum dry density as per AASHTO T-99-C. Unless otherwise approved by the Town Engineer, lime rock or shell rock bases shall be at least six inches thick and shall have a minimum LBR of 100. Base material shall be compacted to a density of not less than 98 percent of maximum density as determined by AASHTO T-180. Roadway surface shall consist of at least a three-inch layer of open graded emulsified mix (OGEM) or a surface material of equivalent durability, as certified by an engineer.
  - (6) *On-street parking.* Parking on local roadways is prohibited.
  - (7) *Traffic calming.* The Town Council shall have the authority to approve traffic calming devices.
  - (8) *Turnaround.* Any local roadway that does not conclude as an intersection of another roadway shall provide a turnaround of adequate dimension, as determined by the Town Engineer, to allow for the successful maneuvering and redirection of large vehicles such as emergency service and refuse collection vehicles.
  - (9) *Other.* Traffic signals, curbs, turn lanes, medians and sidewalks shall not be provided unless specifically required by the Town Engineer.
  - (10) *[Governed by District.]* Standards for roadways under the jurisdiction of the Loxahatchee Groves Water Control District shall be governed by standards developed by the District.



## ATTACHMENT B - SPECIAL EVENTS (Selected Sections Only)

### Section 80-025. Special event permits.

- (D) *Access.* Vehicular access onto any plot used for a special event shall be only from a public street as specified in subsection (B), above.
- (E) *Parking.* Event parking shall comply with the requirements of Article 95, "Parking and Loading" insofar as the amount of spaces required, minimum parking space size, and minimum aisle widths. All parking spaces may be on an unpaved surface. Temporary barriers, guides, signs, and other temporary markings shall be erected and placed around and within the parking area to facilitate safe and efficient vehicular traffic flow on site.
- (F) *Lighting.* Temporary lighting used to illuminate the special event after dusk shall be designed and arranged to reflect away from adjacent properties and away from any street, and shall comply with Section 50-030, "Outdoor Lighting."
- (H) *Signs.* One temporary sign advertising the event may be erected on the plot where the event will be held not more than 14 days prior to the event. Such signs shall be no larger than 24 square feet in sign area and no higher than ten feet above the ground, and shall observe the site distance triangle requirement of Article 105, "Sight Distance." The sign shall be removed by the permit holder within three days of the conclusion of the special event.

## ATTACHMENT C - NOISE

### Section 50-010. Excessive noise.

- (A) The following are prohibited in the Town in that such activities create excessive noise.
  - (1) Any use, activity or operation which generates a sound level of 55 dB or greater on any surrounding property between the hours of 7:00 a.m. and 10:00 p.m.
  - (2) Any use, activity, or operation which generates a sound level of 50 dB on any surrounding property between the hours of 10:00 p.m. and 7:00 a.m.
  - (3) Any use, activity or operation that creates a sound level in excess of the foregoing limits for more than ten percent of any time period of not less than ten minutes, shall be a violation of these regulations.
- (B) Sound Level Measurement Compliance shall be determined using a Type 2 or equivalent sound level meter using the A Weighting Scale in accordance with the standards of the American National Standards Institute (ANSI). All measurements shall be made with a sound meter at the required structural setbacks of the property of the landowner filing the complaint.
- (C) The following exceptions apply:
  - (1) Outdoor events (operating with a valid permit)
  - (2) Government sanctioned activities (e.g., parades, Town celebrations)
  - (3) Temporary, Portable Generators used only during periods of electrical power outages in utility distribution systems maintained by the utility service provider.
  - (4) Sound generated from motor vehicles legally operating on any public right-of-way regulated by F.S. ch. 316, (Uniform Traffic Control Law).

## ATTACHMENT D - LIGHTING

### Section 50-030. Outdoor lighting.

- (A) *Purpose and intent.* The purpose and intent of this section is to preserve, protect, and enhance the lawful nighttime use and enjoyment of any and all property through the use of appropriate lighting practices and systems. Furthermore, it is to preserve the rural character of the Town of Loxahatchee Groves and promote the health, safety and welfare of the residents by establishing maximum intensities of lighting and controlling glare from lighting fixtures. The provisions of this section shall apply to all outdoor lighting from an artificial light source.
- (B) *Definitions.* In addition to terms defined in Article 10, "Definitions, Abbreviations, and Construction of Terms", the following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this subsection, except where the context clearly indicates a different meaning. In the absence of a specific technical definition, words and phrases shall have those definitions and meanings as provided by the Illuminating Engineering Society of North America.
- (1) *Athletic field lighting.* Any lighting greater than 35 feet in height utilized to illuminate sports facilities.
  - (2) *Area light.* Light that produces more than 1,800 lumens.
  - (3) *Cutoff, full.* A lighting fixture that emits zero percent of its light above 90 degrees and only ten percent above 80 degrees from horizontal.
  - (4) *Floodlight.* Any light that produces no more than 1,800 lumens in a broad beam designed to saturate or illuminate a given area with light. Generally, flood lights produce from 1,000 to 1,800 lumens. Floodlights are directional fixtures.
  - (5) *Glare.* The sensation produced by lighting that results in annoyance, discomfort or a reduction of visual performance and visibility, and includes direct and reflected glare. All directional fixtures and any fixture with an output of more than 1,800 lumens that is visible, either directly or by reflection, from adjacent properties or streets shall be considered to cause glare.
  - (6) *Open air parking.* Open air parking shall be synonymous with the term vehicular use area, as defined in ULDC Section 85-015(E).
  - (7) *Outdoor lighting.* Lighting located outside of an enclosed building, or otherwise installed in a manner that lights any area other than the inside of an enclosed building.
  - (8) *Residential and agricultural recreational lighting.* Fixtures of a type or intensity designed or used to light sports courts or equestrian riding areas.
  - (9) *Spotlight.* Any lighting assembly designed to direct the output of a contained lamp in a specific, narrow and focused beam, with a reflector located external to the lamp. Spotlights are directional fixtures.
  - (10) *Stadium lighting.* See the definition for "athletic field lighting."
  - (11) *Temporary lighting.* Portable lights used for a special purpose, on a temporary and rare or infrequent basis, limited to motor vehicle lights during the normal operation of the vehicles, emergency services lights and handheld flashlights and spotlights.
  - (12) *Uplighting.* Light projected above the horizontal plane formed by the top of fixture.
- (C) *Prohibited outdoor lighting.* The following types of outdoor lighting are not permitted in the Town of Loxahatchee Groves.
- (1) Uplighting, unless limited to 1,000 lumens and either shielded by an architectural overhang or landscape element or used to illuminate the flag of the United States of America.
  - (2) Area lights other than those with full cutoff fixtures. **-7-**

## **ATTACHMENT E - ODORS**

### **Section 50-025. Objectionable odors.**

No person shall cause, suffer, allow or commit the discharge of air pollutants which contribute to an objectionable odor in accordance with Rule 62-296.320(2) F.A.C., as may be amended from time to time.

## **ATTACHMENT F - VIBRATIONS**

### **Section 50-020. Vibration.**

In all districts, no use shall operate nor any activity take place so as to produce vibration noticeable by a person of reasonable sensitivity at the property line, including bass emanating from audio speakers.

## **ATTACHMENT G- DUST**

### **Section 155-010. Submission requirements.**

In addition to the application submission requirements of Article 110, "General Application Requirements," an application for site plan approval or modification shall include the items and information listed below. The overall size of the site plan shall be 24 inches by 36 inches, drawn at a scale not less than one inch equals 50 feet, unless a smaller scale is permitted by the Town Manager. The Manager may waive a submittal requirement if, in the Manager's opinion, it is not necessary for proper evaluation of a proposed site plan due to the limited scope of the proposal or the existence of previously submitted information that satisfies a submittal requirement.

- (Z) Additional documentation for non-residential site plans. An applicant for site plan approval for a non-residential use shall provide written documentation with the application demonstrating the specific measures that will be taken to prevent or minimize impacts upon adjacent residential plots within 250 feet of a boundary of the site plan. These impacts include the effects of excessive noise, objectionable odors, visible emissions, particulate matter (including dust, smoke, soot, and aerosols), solid wastes, hazardous wastes, fire and explosion. Specific measures include but are not limited to the provision of setbacks, buffers, landscaping, fencing, walls, and/or other measures as required by the ULDC.

### **Section 170-025. Special exception use review standards; Town Council action.**

- (A) The Town Council shall review Category A special exception applications to determine whether the special exception use complies with the following standards. The Town Manager shall review Category B applications to determine whether the special exception use complies with the following standards:
  - (9) That the use will not result in the creation of incompatible noise, lights, vibrations, fumes, odors, dust or physical activities, taking into account existing uses, uses located on contiguous properties, uses in the general area and the zoning in the vicinity due to its nature, duration, direction or character.

## **ATTACHMENT H – SIGNS**

### **Section 90-010. Definitions. (Partial List)**

*Area of sign.* The total area of each sign face which may be used to display copy, including background, but not including the frame and structural supporting elements. Where a sign is composed of individual letters, characters or symbols applied directly to a building, canopy, marquee, mansard, fascia, facade, parapet, awning, wall or fence, the area of the sign shall be the smallest rectangle, triangle or circle which will enclose all of the letters, characters or symbols. The area of a double-faced sign shall be the total area of each sign face.

*Balloon sign.* A type of sign that is temporary, three-dimensional, and usually made of non-rigid material, inflated by air or other means to a point of semi-rigidity and used for advertising purposes, with or without copy.

*Banner or pennant sign.* A type of sign, with or without a frame and with or without characters, letters, symbols or illustrations, made of cloth, fabric, paper, vinyl, plastic or other non-rigid material for the purpose of gaining the attention of persons.

*Bench sign.* Any sign painted on or affixed to a bench or to a shelter for persons awaiting public transportation.

*Directional sign.* A sign, with or without a directional arrow, designed to direct the public to a facility or service or to direct and control traffic, such as entrance and exit signs, and which does not contain any other commercial advertising.

*Directory sign.* A sign, which may consist of an index, designed to provide the names of tenants in an office building, shopping center or other multi-tenant complex.

*Fence or wall sign.* A type of sign attached to and erected parallel to the face of or painted on a fence or free-standing wall and supported solely by such fence or free-standing wall.

*Garage sale sign.* A sign designed to advertise the sale of personal property by the person or family conducting the sale in, at or upon residentially zoned or residentially used property. Garage sale signs shall include lawn sales, yard sales or any similar designation.

*General information sign.* A sign designed to provide information on the location of facilities or a warning to the public regarding the premises where the sign is located, such as entrance or exit signs, caution, no trespassing, no parking, tow-away zone, parking in rear, disabled parking, restrooms, etc., and containing no commercial advertising.

*Identification sign.* A sign designed to provide the name, owner, address, use, and/or service of a particular activity located on the premises where such sign is displayed.

*Mobile sign.* Any type of sign not permanently attached to a wall or the ground or any other approved supporting structure, or a sign designed to be transported, such as signs transported by wheels, mobile billboards, sandwich signs, sidewalk signs, curb signs, and unanchored signs.

*Monument sign.* A type of freestanding sign supported by an internal structural framework or integrated into a solid structural feature other than support poles. In order to qualify as a monument sign, the supporting structure shall not be less in width than 50 percent of the sign face, inclusive of any box, cabinet, or frame.

*Off-premises sign.* A sign, other than a billboard, designed to direct attention to a business, commodity, service, product or activity not conducted, sold, offered or available on the premises where such sign is located.

*Outdoor event sign.* A temporary sign designed to identify an outdoor event which is of general interest to the community.

*Pole sign.* A type of free-standing sign erected upon a pole or poles which are visible and wholly independent of any building or other structure for support.

*Traffic control sign.* Any sign designed to control traffic on public streets or private property, such as speed limit, stop, caution, one-way, do not enter, tow-away zone or no parking signs.

## **Section 90-015. Prohibited signs.**

The following types of signs are prohibited in the Town of Loxahatchee Groves unless specifically permitted by Section 90-050, "Promotional signs."

- (A) Animated signs;
- (B) Balloon signs;

- (C) Banner or pennant signs;
- (D) Bench signs;
- (E) Billboards;
- (F) Mobile signs;
- (G) Pole signs;
- (H) Projecting signs;
- (I) Roof signs;
- (J) Snipe signs;
- (K) Strip lighting.

### Section 90-020. Temporary signs.

The following types of signs are permitted in the Town of Loxahatchee Groves on a temporary basis:

- (A) Garage sale sign;
- (B) Project sign;
- (C) Real estate sign;
- (D) Seasonal or holiday signage.
- (E) Other signs, including opinion signs, to be used on a temporary basis.

### Section 90-040. Standards by sign type and zoning district.

- (A) The following signs are permitted in the Agricultural Residential (AR) zoning district subject to the requirements below. All signs in residentially zoned districts shall not be illuminated unless it is holiday signage.

(1) *Mandatory building identification sign:*

Sign face area	0.5 sq. ft. (min)—2 sq. ft. (max)
Lettering	3 in. (min)—8 in. (max)
Number of signs (maximum)	1 per dwelling unit
Attached/freestanding or both	Attached

(2) *Garage sale sign:*

Sign face area	6 sq. ft. (max)
Number of signs (maximum)	4 per garage sale
Height	6 feet (max)
Other restrictions	Signs shall be removed after sale
Attached/freestanding or both	Freestanding

(3) *Real estate sign:*

Sign face area	6 sq. ft. (max)
Number of signs (maximum)	1 per street frontage
Height	6 feet (max)
Other restrictions	Sign(s) shall be removed after sale
Attached/freestanding or both	Freestanding

(4) *Seasonal or holiday signage:*

Sign face area	Not applicable
Other restrictions	Signage shall not be erected more than four weeks before the holiday and shall be removed within two weeks after the holiday
Attached/freestanding or both	Both

(5) *Opinion sign:*

Sign face area	6 sq. ft. (max)
Number of signs (maximum)	1 per street frontage
Height	6 feet (max)
Other restrictions	Sign(s) shall be removed within six weeks after election or final decision on issue (if applicable)
Attached/freestanding or both	Freestanding

**Section 90-045. Temporary signs.**

- (A) A permit as required in Section 05-040 shall be obtained for any temporary sign six square feet or larger in size.
- (B) No more than four temporary signs shall be erected per plot for any period of time.
- (C) Temporary signs shall not be larger or higher than any permanent sign permitted on the premises where the sign will be located.
- (D) No temporary sign shall be placed on public property or in a public ingress/egress easement. Signs placed in violation of this provision shall be considered abandoned and shall be subject to removal without notice by the Town.
- (E) Lighting of temporary signs is prohibited.
- (F) Unless otherwise stated, temporary signs shall be removed within six months from the date that the sign was erected.

**Section 90-060. Flags.**

Flags in residential zoning districts are permitted up to six feet in area and may be mounted on a flag pole not exceeding 15 feet in height. Flags in non-residential zoning districts are permitted up to 144 feet in area and may be mounted on a flag pole not exceeding 50 feet in height. A maximum of four flags are permitted per each plot of land.

**Section 90-070. Sign permit requirements.**

- (F) Permit exemptions. Permits shall not be required for the following signs:
- (1) Temporary signs six feet in area or height or less;
  - (2) Holiday signage;
  - (3) Murals;
  - (4) Flags;
  - (5) Public service signs;
  - (6) Traffic control signs;
  - (7) Any sign on a plot, or portion of a plot, used as a farm and pertaining to farm activities

**ATTACHMENT I – SHARED PARKING****Section 95-035. Shared parking facilities.**

Required parking spaces may be permitted to be utilized for meeting the parking requirements of two or more separate permitted uses when it is clearly established by the applicant that the different uses will utilize the spaces at different times of the day, week, month or year, such as an office sharing spaces with a dinner-only restaurant, such that the total number of parking spaces required by this article for each use is fully available during the operation of each use. A recordable covenant, with the correct legal description, shall be submitted by the owners of the property and all businesses or tenants involved in a form acceptable to the Town Attorney. The covenant shall be recorded in the public records of Palm Beach County at the applicant's expense and shall run with the land. The covenant shall provide that the use or portion of a use, that requires the shared parking in order to obtain the necessary permits or licenses, shall cease and terminate upon any change in the uses' respective schedules of operation that results in conflicting or overlapping usage of the parking facilities, and that no use may be made of that portion of the property until the required parking facilities are available and provided. The covenant shall also provide that the Town may collect attorneys' fees if litigation is necessary to enforce the requirements of this section.

**ORDINANCE NO. 2023-15**

**AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, AMENDING SECTION 20-015 “PERMITTED USES” OF ARTICLE 20 “RESIDENTIAL ZONING DISTRICTS” WITHIN PART II “ZONING DISTRICTS” AND ARTICLE 65 “AGRICULTURAL USES” WITHIN PART III “SUPPLEMENTAL REGULATIONS” ALL WITHIN THE UNIFIED LAND DEVELOPMENT CODE; PROVIDING FOR CONFLICT, SEVERABILITY, CODIFICATION, AND AN EFFECTIVE DATE.**

**WHEREAS**, the Town Council, as the governing body of the Town of Loxahatchee Groves, Florida (“Town”), pursuant to the authority vested in Chapter 166, Florida Statutes, is authorized and empowered to adopt land development regulations within the Town; and

**WHEREAS**, the legislature has adopted Sections 570.85 and 823.14, F.S., providing certain protections and restrictions as to agricultural and agritourism uses within the State of Florida; and

**WHEREAS**, pursuant to the statutory intent, the Town is limited in its ability to regulate agricultural and agritourism uses within the Town; and

**WHEREAS**, the Town desires to amend and clarify its regulations relating to agricultural uses and adopt regulations relating to agritourism uses within its adopted Unified Land Development Code (“ULDC”); and

**WHEREAS**, the Town Council has determined that the provisions in this ordinance are a clarification of the application of the Town’s regulations to the development of land for these statutorily protected uses and is not more restrictive or burdensome than existing regulations; and

**WHEREAS**, the notice and hearing requirements for adoption of ordinances contained in the Florida Statutes and the Town’s Code of Ordinances have been satisfied; and

**WHEREAS**, the Town Council of the Town of Loxahatchee Groves has conducted a public hearing for the proposed amendments; and

**WHEREAS**, the Town Council of Town of Loxahatchee Groves finds that the adoption of this ordinance amending the ULDC is consistent with the Town’s Comprehensive Plan, and in the best health and welfare interests of the Town, its property owners and residents.



**NOW, THEREFORE, BE IT ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, THAT:**

**Section 1.** The foregoing recitals are hereby ratified and confirmed as being true and correct and are incorporated herein by this reference.

**Section 2.** The Town of Loxahatchee Groves hereby amends Section 20-015 “Permitted Uses” of Article 20 “Residential Zoning Districts” within Part II, “Zoning Districts” of its Unified Land Development Code to read as follows:

**Section 20-015. Permitted uses.**

Plots located in the Agricultural Residential (AR) zoning districts may be used for the following specified uses.

<b>Principal Uses</b>	<b>Agricultural Residential (AR)</b>
Single Family Dwelling	Permitted
Modular Home or Factory-Built Home	Permitted subject to Section 80-65
Essential Services	Permitted w/Special Exception
Agriculture	Permitted
Wireless Communication Facilities	Permitted w/Special Exception Category A
<b>Accessory Uses</b>	<b>Agricultural Residential (AR)</b>
Accessory Dwelling	Permitted
Groom’s Quarter	Permitted
Caretaker’s Quarter	Permitted
Home Offices	Permitted subject to Article 80
Residential Enterprise	Permitted subject to Article 80
Wholesale Nursery	Permitted

Underline language is added and ~~strikethrough~~ language is deleted.

Retail Nursery	Permitted w/Special Exception Category B
U-Pick Farms	Permitted w/Special Exception Category B
Private Kennels	Permitted
Private Stables	Permitted
Yard Sales	Permitted subject to Article 80
Veterinary Services	Permitted
Dog Boarding	Permitted
Temporary Events	Permitted w/Special Exception Category C
<u>Agritourism</u>	<u>Permitted subject to Article 65</u>

**Section 3.** The Town of Loxahatchee Groves hereby amends Article 65 “Agricultural Uses” within Part III “Supplemental Regulations” of its Unified Land Development Code to read as follows:

## **Article 65 AGRICULTURAL AND AGRITOURISM USES**

### **Division I. Agricultural Uses**

#### **Section 65-005. Purpose and intent.**

The purpose and intent of this ~~article~~ division is to protect, and provide regulatory relief for, reasonable agricultural activities conducted on farm land in the Town as consistent with the Florida Right to Farm Act (823.14, F.S.).

#### **Section 65-010. Determination of valid agricultural use.**

Any property owner who seeks the regulatory relief provided for an agricultural use as defined herein, must ~~either~~ provide documentation to the Town from the Palm Beach County Property Appraiser's Office demonstrating that the property is currently classified as agriculture pursuant to F.S. § 193.461, as may be amended from time to time, or as an alternative, demonstrate to the Town Council that the use is agricultural, as defined herein. Once documentation is provided, the Town shall maintain an on-going record of such use and assume that each property continues to maintain its agricultural status unless a claim is made otherwise. If a claim is made otherwise, the property owner shall demonstrate the use is agricultural as provided for in this section.

Underline language is added and ~~strikethrough~~ language is deleted.

## **Section 65-015. Nonagricultural uses and structures on properties with a bona fide agricultural use.**

Nonagricultural uses and structures on properties with a valid agricultural use shall not qualify for modifications or exceptions to the Code based on agricultural status unless specifically stated otherwise.

### **Division II. Agritourism Uses**

#### **Section 65-030. Purpose and intent.**

The purpose and intent of this division is to protect, and provide regulation and regulatory relief for, reasonable agritourism activities conducted on bona fide agricultural land in the Town as consistent with section 570.85, F.S.

#### **Section 65-035. Determination of valid agritourism use.**

Any property owner who seeks the regulatory relief provided for an agritourism use as defined herein, must provide documentation to the Town from the Palm Beach County Property Appraiser's Office demonstrating that the property, or portion thereof, is currently classified as agriculture pursuant to section 193.461, F.S., that the purported agritourism use is consistent with the agricultural use on the same property and otherwise meets the requirements of section 570.86, F.S., and that the property owner is in compliance with 570.89, F.S.

#### **Section 65.040. Substantial offsite impacts of agritourism activities.**

- (A) Subject to the limitations of section 823.14, F.S., substantial offsite impacts caused by agritourism uses are prohibited.
- (B) Substantial offsite impacts that may be caused by agritourism activities include, but are not limited to, the following:
  - (1) Traffic and Parking. Ingress to and egress from the property causing substantial interference with traffic on abutting streets or resulting in the generation or creation of traffic inconsistent with the health, safety and welfare of the community. Vehicles entering or exiting the right-of-way to or from the property that utilize turning movements that are hazardous or a nuisance due to the design or function of the ingress and egress connection to the property. Parking on local roadways and Town maintenance easements.
  - (2) Noise. Excessive noise as set forth in section 50-010, ULDC.
  - (3) Lighting. The overspill of light originating from the subject property onto any other plot or street that exceeds one-tenth horizontal foot-candle measured at grade level at the property line and any outdoor lighting, other than motion-detected security lighting, that is not extinguished between 11:00 p.m. and dawn.
  - (4) Odors. Objectionable odors as set forth in section 50-025, ULDC.
  - (5) Vibrations. Vibration noticeable by a person of reasonable sensitivity at the property line, including bass emanating from audio speakers, which is prohibited by section 50-020, ULDC.

- (6) Dust. Unconfined dust that emanates across property lines.
- (C) If an agritourism use is anticipated to or is determined, in the sole discretion of the Town, to cause substantial offsite impacts, the property owner shall prevent, correct or mitigate for such impacts as follows:
- (1) Traffic and Parking. The property owner shall provide a traffic study and site plan to show sufficient circulation and parking on-site for all agritourism activities on the property to alleviate traffic stacking and parking in the right-of-way. Alternatively, the property owner may provide for off-site parking through agreement for same with another property owner and provision of shuttle service from the parking area to the agritourism activity and shall provide a traffic study and site plan for the alternative parking site as well as the parking agreement. Any proposed off-site parking shall be on property that is properly zoned for and can accommodate the parking for the agritourism activities and designed to alleviate traffic stacking and parking in the right-of-way. The property owner shall provide Maintenance of Traffic for agritourism events, including pre and post event, to prevent or reduce traffic stacking.
  - (2) Noise. The property owner shall provide a noise study and maintain noise levels for all agritourism activities below the thresholds for excessive noise. The property owner may obtain a special event permit up to three (3) times per year for agritourism activities that would allow excessive noise, pursuant to section 80-025, ULDC.
  - (3) Lighting. The property owner shall install timers, cutoff fixtures, shields and baffles and adjust pole height and fixture mounting height, lighting intensity, placement and angle for all lighting creating substantial offsite impacts and provide a photometric plan.
  - (4) Odors. The property owner shall eliminate and prohibit objectionable odors that emanate off-site as part of any agritourism activities.
  - (5) Vibrations. The property owner shall eliminate and prohibit vibrations that emanate off-site as part of any agritourism activities.
  - (6) Dust. The property owner shall eliminate and prohibit the off-site emanation of dust from any agritourism activities, including application of dust suppressants to areas in which the agritourism activities generate dust.
  - (7) The property owner may provide additional means to prevent, correct, or mitigate substantial off-site impacts, including, but not limited to, limiting hours of operation of the agritourism activities.
- (D) The property owner shall submit documentation to the Town to establish compliance with the requirements for prevention, correction or mitigation of substantial off-site impacts. Such documentation shall be provided to the Town no later than thirty (30) days prior to an agritourism activity that it anticipated to cause substantial offsite impacts and within thirty (30) days following the date of any written notice of substantial offsite impacts issued to the property owner by the Town.

(E) Preventions, correction and mitigation of the substantial off-site impacts of agritourism uses shall be processed and reviewed as a Category B special exception, though such review will be limited to the standards set forth in this section.

(F) Violations of this section may be enforced by the Town in accordance with Chapter 14 of the Code or any other applicable legal remedy.

**Section 65.045. Construction related to agritourism activities.**

Construction of new or additional structures or facilities intended primarily to house, shelter, transport, or otherwise accommodate members of the general public on properties with a valid agritourism use are not subject to regulatory relief and shall not qualify for modifications or exceptions to the Code based on agritourism status unless specifically stated otherwise.

**Section 4. Conflict.** All Ordinances or parts of Ordinances, Resolutions or parts of Resolutions in conflict herewith be, and the same are hereby repealed to the extent of such conflict.

**Section 5. Severability.** If any clause, section, or other part or application of this Ordinance shall be held by any court of competent jurisdiction to be unconstitutional or invalid, such unconstitutional or invalid part or application shall be considered as eliminated and so not affecting the validity of the remaining portions or applications remaining in full force and effect.

**Section 6. Codification.** It is the intention of the Town Council of the Town of Loxahatchee Groves that the provisions of this Ordinance shall become and be made a part of the Unified Land Development Code of the Town of Loxahatchee Groves, Florida, that the Sections of this ordinance may be renumbered, re-lettered, and the word "Ordinance" may be changed to "Section", "Article" or such other word or phrase in order to accomplish such intention.

**Section 7. Effective Date.** This Ordinance shall become effective immediately upon its passage and adoption.

Councilmember \_\_\_\_\_ offered the foregoing ordinance. Councilmember \_\_\_\_\_ seconded the motion, and upon being put to a vote, the vote was as follows:

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
LAURA DANOWSKI, MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ROBERT SHORR, VICE MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MARGARET HERZOG, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PHILLIS MANIGLIA, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MARIANNE MILES, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ON FIRST READING, THIS \_\_ DAY OF \_\_\_\_\_, 20\_\_.**

Councilmember \_\_\_\_\_ offered the foregoing ordinance. Councilmember seconded the motion, and upon being put to a vote, the vote was as follows:

	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>
LAURA DANOWSKI, MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
ROBERT SHORR, VICE MAYOR	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MARGARET HERZOG, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PHILLIS MANIGLIA, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
MARIANNE MILES, COUNCILMEMBER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN LOXAHATCHEE GROVES, ON SECOND READING AND PUBLIC HEARING, THIS \_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_.**

**TOWN OF LOXAHATCHEE GROVES, FLORIDA**

ATTEST:

\_\_\_\_\_  
Mayor Laura Danowski

\_\_\_\_\_  
Lakisha Q. Burch, Town Clerk

\_\_\_\_\_  
Vice Mayor Robert Shorr

APPROVED AS TO LEGAL FORM:

\_\_\_\_\_  
Councilmember Margaret Herzog

\_\_\_\_\_  
Office of the Town Attorney

\_\_\_\_\_  
Councilmember Phillis Maniglia

\_\_\_\_\_  
Councilmember Marianne Miles



Item 4.

## AGRITOURISM



**EXCELLENCE TODAY**



**IMPROVING TOMORROW**





## 2023 FLORIDA STATUTES, TITLE XXXV, , CHAPTER 570, AGRICULTURE, HORTICULTURE & ANIMAL INDUSTRY

### 570.86 Definitions

**“Agritourism activity”** means any agricultural related activity consistent with a bona fide farm, livestock operation, or ranch or in a working forest which allows members of the general public, for recreational, entertainment, or educational purposes, to view or enjoy activities, including farming, ranching, historical, cultural, civic, ceremonial, training and exhibition, or harvest-your-own activities and attractions. An agritourism activity does not include the construction of new or additional structures or facilities intended primarily to house, shelter, transport, or otherwise accommodate members of the general public. An activity is an agritourism activity regardless of whether the participant paid to participate in the activity.







## 2023 FLORIDA STATUTES, TITLE XXXVII, CHAPTER 633 FIRE PREVENTION AND CONTROL

### 633.202 Florida Fire Prevention Code.—

(16) (a) As used in this subsection, the term “Agricultural pole barn” means a nonresidential farm building in which 70 percent or more of the perimeter walls are permanently open and allow free ingress and egress.

(b) An agricultural pole barn is exempt from the Florida Fire Prevention Code, including the national codes and the Life Safety Code incorporated by reference.





## 2023 FLORIDA STATUTES, TITLE XXXVII, CHAPTER 633 FIRE PREVENTION AND CONTROL

### 633.202 Florida Fire Prevention Code.—

(16) (a) As used in this subsection, the term “Nonresidential farm building” has the same meaning as provided in s. 604.50.

“Nonresidential farm building” means any temporary or permanent building or support structure that is classified as a nonresidential farm building on a farm or that is used primarily for agricultural purposes, is located on land that is an integral part of a farm operation or is classified as agricultural land and is not intended to be used as a residential dwelling. The term may include, but is not limited to, a barn, greenhouse, shade house, farm office, storage building, or poultry house.

A nonresidential farm building in which the occupancy is limited by the property owner to **no more than 35 persons** is exempt from the Florida Fire Prevention Code, including the national codes and Life Safety Code incorporated by reference.







## 2023 FLORIDA STATUTES, TITLE XXXVII, CHAPTER 633 FIRE PREVENTION AND CONTROL

Notwithstanding any other provision of law:

Except for an agricultural pole barn, a structure on a farm, as defined in s. 823.14(3)(c), which is used by an owner for agritourism activity, as defined in s. 570.86, for which the owner receives consideration must be classified in one of the following classes:

**Class 1:** A nonresidential farm building that is used by the owner 12 or fewer times per year for agritourism activity with up to 100 persons occupying the structure at one time. A structure in this class is subject to annual inspection for classification by the local authority having jurisdiction. This class is not subject to the Florida Fire Prevention Code but is subject to rules adopted by the State Fire Marshal pursuant to this section.

**Class 2:** A nonresidential farm building that is used by the owner for agritourism activity with up to 300 persons occupying the structure at one time. A structure in this class is subject to annual inspection for classification by the local authority having jurisdiction. This class is not subject to the Florida Fire Prevention Code but is subject to rules adopted by the State Fire Marshal pursuant to this section.

**Class 3:** A structure or facility that is used primarily for housing, sheltering, or otherwise accommodating members of the general public. A structure or facility in this class is subject to annual inspection for classification by the local authority having jurisdiction. ***This class is subject to the Florida Fire Prevention Code.***





## CHAPTER 69A-67, FIRESAFETY STANDARDS FOR NONRESIDENTIAL FARM BUILDINGS

### 69A-67.005 Requirements for Class 1 Nonresidential Farm Buildings.

The following is a partial list of the requirements that apply to a nonresidential farm buildings that are classified by the AHJ as a Class 1 nonresidential farm building:

- 1) Occupant load (36-100).
- 2) Used 12 times per year or less for Agritourism
- 3) Two Unobstructed Means of Egress
- 4) Large Barn style doors may be used as an Exit if left open during the Agritourism activity
- 5) Must meet the Net Square Footage of floor space per person based on use
- 6) No Interior Storage of Combustible Liquids/Gases, Explosives/Blasting Agents, Flammable Liquids/Gases, or Hazardous Materials
- 7) NO interior use of Pyrotechnics.
- 8) The use of open flames must be in compliance with the FFPC.
- 9) Interior Finish shall meet the requirements of 69A-67
- 10) Only Portable Cooking Equipment for Warming.
- 11) The Use of the Building for Lodging Purposes is NOT Permitted.





## CHAPTER 69A-67, FIRESAFETY STANDARDS FOR NONRESIDENTIAL FARM BUILDINGS

### 69A-67.006 Requirements for Class 2 Nonresidential Farm Buildings.

The following is a partial list of the requirements that apply to a nonresidential farm building classified by the AHJ as a Class 2 nonresidential farm building:

- 1) Occupant load (101-300)
- 2) Egress (18 Requirements)
- 3) Storage (4 Requirements)
- 4) Open Flame Devices and Pyrotechnics (3 Requirements)
- 5) Interior Finish, Contents, and Furnishings (7 Requirements)
- 6) Special Provisions for Food Service Operations (4 Requirements)
- 7) The Use of the Building for Lodging Purposes is NOT Permitted.





## CHAPTER 69A-67, FIRESAFETY STANDARDS FOR NONRESIDENTIAL FARM BUILDINGS

### 69A-67.007 Requirements for *Class 3 Farm Buildings*.

A structure that is classified by the AHJ as a Class 3 structure shall meet all the applicable requirements of the current edition of the Florida Fire Prevention Code







## CHAPTER 69A-67, FIRESAFETY STANDARDS FOR NONRESIDENTIAL FARM BUILDINGS

### 69A-67.001 Administration and General Requirements.

Where a special amusement building is installed inside a nonresidential farm building regardless of occupant load, it **shall** meet the requirements as a special amusement assembly occupancy in the Florida Fire Prevention Code, as adopted in rule chapter 69A-60, F.A.C.





## CHAPTER 69A-67, FIRESAFETY STANDARDS FOR NONRESIDENTIAL FARM BUILDINGS

### 69A-67.004 Classes of Farm Buildings; Inspection Requirements.

- 1) The owner of an existing nonresidential farm building that proposes to use such building as a Class 1, 2, or 3 building for agritourism activities ***shall notify the AHJ prior to the use of such facility.***
- 2) In order to determine the classification of a farm building and whether the building meets the requirements outlined for that classification, the AHJ shall conduct an initial and annual inspection of only the farm building for which classification is being sought annually or if the building's classification changes.

