

TOWN OF LOXAHATCHEE GROVES

TOWN HALL COUNCIL CHAMBERS

155 F. ROAD, LOXAHATCHEE GROVES, FL 33470

TOWN COUNCIL WORKSHOP MEETING

AGENDA

AUGUST 18, 2026 – 5:30 PM



Lisa El- Ramey, Mayor (Seat 2)

Manish Sood, Vice Mayor (Seat 5)

William "Joe" Stephens, Councilmember (Seat 1)

Anita Kane, Councilmember (Seat 3)

Paul T. Coleman II, Councilmember (Seat 4)

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 Agenda: Those matters included under the Consent Agenda 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 Agenda to be heard separately, by a Town Council Member, or by any member of the public desiring it to be heard, without a motion.

Comment Cards: Anyone from the public wishing to address the Town Council, it is requested that you complete a Comment Card before speaking. Please fill out completely with your full name and address so that your comments can be entered correctly in the minutes and give to the Town 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

comment. Any person who decides to appeal any decision of the Council 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 accommodations in order to participate should contact the Town Clerk's Office (561-793-2418), at least 48 hours in advance to request such accommodation.

TOWN COUNCIL AGENDA ITEMS

CALL TO ORDER

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

ROLL CALL

ADDITIONS, DELETIONS AND MODIFICATIONS

COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

Public Comments for the regular meetings may be received by email, or in writing to the Town Clerk's Office until 12:00 PM (Noon) day of the meeting. Comments will be forwarded to the Town Council for informational purposes, however, they will not be read into the record. Town Council meetings are livestreamed and close-captioned for the general public via our website, instructions are posted there. Town Council meetings are livestreamed and close-captioned for the general public via our website, instructions are posted there. There is a 3 minute limit per person.

DISCUSSION

Town Council open discussion on general matters pertaining to Town business.

- [1.](#) Presentation of Final Annual Comprehensive Financial Report for Fiscal Year 2025-2026 Prepared by CFLG Accountants and Advisors.
- [2.](#) Discussion regarding RV Program.
- [3.](#) Discussion regarding Nuisance Abatement.
- [4.](#) Discussion regarding Line of Sight Code Amendment Language.

ADJOURNMENT



TOWN OF LOXAHATCHEE GROVES TOWN COUNCIL WORKSHOP AGENDA ITEM MEMORANDUM

Item 1.

TO: Mayor and Town Council of the Town of Loxahatchee Groves

FROM: Valerie Oakes, Interim Town Manager

DATE: August 18, 2026

SUBJECT: Presentation of Final Annual Comprehensive Financial Report for Fiscal Year 2025-2026 Prepared by CFLG Accountants and Advisors

Legal Sufficiency:	☒ Reviewed	☐ Not Reviewed
	☒ Approved	☐ Not Approved

Background:

The Town Council will be receiving an audit report presented by CFLG Accountants and Advisors. The report will be provided upon receipt.

Recommendation/Motion:

N/A



TOWN OF LOXAHATCHEE GROVES TOWN COUNCIL WORKSHOP AGENDA ITEM MEMORANDUM

Item 2.

TO: Town Council of Loxahatchee Groves

FROM: Caryn Gardner-Young, Community Standards Director

THRU: Valerie Oakes, Interim Town Manager

DATE: August 18, 2026

SUBJECT: Discussion of Recreational Vehicle Program

Legal Sufficiency:	☒ Reviewed	☐ Not Reviewed
	☒ Approved	☐ Not Approved

Background:

Each year the Town of Loxahatchee Groves (Town) encounters issues with the use of residentially zoned properties within the Town for the temporary parking of recreational vehicles (RVs), commonly utilized by people during the annual equestrian season. As a result, the Town Manager collected information on RV use within the Town and based upon the information and facts gathered recommended that the Town Council authorize a pilot program to permit the limited use of temporary Recreational Vehicle (RV) parking within the Town. The Town Council agreed with the recommendation of the Town Manager, and adopted Resolution 2017-51 on August 1, 2017, adopting the pilot program. On April 3, 2018, an amendment was adopted to the Pilot Program through Resolution 2018-21 to extend a Zoning in Progress to May 1, 2019, and reduced the number of RVs permitted. Then, the Town Council formalized an RV program through Ordinance 2024-07, which was adopted September 18, 2024, and which is attached. Town Staff have been implementing the RV registration process since.

The Town Council discussed the RV Program at their March 17, 2026, Workshop. Based upon the Workshop notes, Staff drafted language for Ordinance No 2026-01, which includes what was provided in the notes, plus additional suggestions from Staff. A copy of the proposed language is attached.

Ordinance 2026-01 was presented for first reading at the June 2, 2026, Town Council meeting. Additional Town Council comments were received at that meeting, which were incorporated into the attached Ordinance 2026-01. At this same meeting, the Town Council asked the ULDC Committee to review the proposed RV language and provide any comments and/or suggestions.

The ULDC had four suggestions to amend the ordinance:

1. Require on the permit RV occupant's information in addition to the owner's information.
2. For the occupants require a photo ID to be submitted so their identity can be verified.
3. Instead of limiting the time period to any 6-month period, limit the 6-month period to be within the November – April equestrian season.
4. They preferred the original language of Section 92-010(B), which the Council considered redundant, explicitly stating that recreational vehicles are not permitted on vacant land.

The revised ordinance shows the Council's suggested revisions from first reading in yellow and the ULDC's recommendation in red.

In addition, the ULDC expressed concern that the Ordinance as drafted did not limit the number of unoccupied RVs. They did not come up with a specific recommendation but did express concern about whether the storage of unoccupied RV's should be addressed within the Ordinance. The Committee also suggested the Council review Wellington's ULDC sections that address recreational vehicle regulation. Copies of Section 6.8.9 (P) Recreational vehicles temporary residences dealing with supplemental standards in the Wellington EOZD and 6.10.6 Recreational Vehicles in Rustic Ranches of Wellington's ULDC are attached for your reference.

The Town Council considered Ordinance 2026-01 at its July 7, 2026, meeting and determined that additional discussion was necessary. The matter was tabled to the July 22, 2026, Town Council Workshop. Public input and Town Council discussion occurred at the July 22nd meeting with the Town Council directing that this matter be placed on the August 4, 2026, Town Council meeting for further discussion and direction. At the August 4th Town Council meeting, the Town Council felt that additional work on the proposed language was needed so this matter was continued to the August 18th Town Council Workshop..

Recommendation/Motion:

Discussion of modifications to Exhibit "A" with the intent to revise Ordinance 2026-01 and bring back the Ordinance for second and final reading at a future Town Council meeting if the changes are consistent with the original title and intent of the Ordinance. In the event the the revisions to the proposed language are determined to be substantial, the Ordinance will have to be re-advertised and brought to the Town Council as an Ordinance of first reading.

The final form of Ordinance 2026-01 and the associated Exhibit "A" will be subject to review by the Town Attorney for legal sufficiency.

Attachments:

1. Ordinance 2024-07
2. Exhibit "A" (proposed language)

ORDINANCE NO. 2024-07

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, REPEALING SEC. 20-050 "RECREATIONAL VEHICLES" OF ARTICLE 20 – "RESIDENTIAL ZONING DISTRICTS"; AND ESTABLISHING ARTICLE 92 "RECREATIONAL VEHICLES" WITHIN PART III "SUPPLEMENTAL REGULATIONS" 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 Town desires to amend and clarify its regulations relating to Recreational Vehicles ("RVs") within its adopted Unified Land Development Code ("ULDC"); 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 to revise its regulations regarding Recreational Vehicles 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 repeals Section 20-050 "Recreational Vehicles" within Part II, Zoning Districts; and establishes Article 92 "Recreational Vehicles" within Part III Supplemental Regulations; its Unified Land Development Code to read as shown in the attached and incorporated Exhibit A.

Section 3. 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 4. 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 5. 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 6. Effective Date. This Ordinance shall become effective October 1, 2024.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ON FIRST READING, THIS 6 DAY OF AUGUST, 2024.

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

VOTE

ANITA KANE, MAYOR	<u>Aye</u>
MARGARET HERZOG, VICE MAYOR	<u>Aye</u>
PHILLIS MANIGLIA, COUNCILMEMBER	<u>Absent</u>
LAURA DANOWSKI, COUNCILMEMBER	<u>Aye</u>
ROBERT SHORR, COUNCILMEMBER	<u>Aye</u>

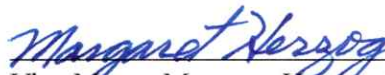
PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ON SECOND READING, THIS 18th DAY OF SEPTEMBER, 2024.

**TOWN OF LOXAHATCHEE GROVES,
FLORIDA**

ATTEST:

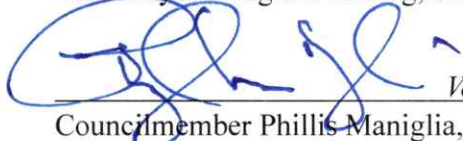

Town Clerk

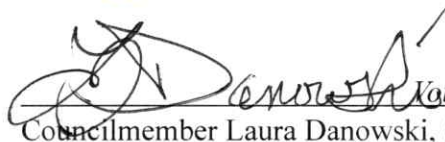
 Voted: Aye
Mayor Anita Kane, Seat 3

 Voted: Aye
Vice Mayor Margaret Herzog, Seat 5

APPROVED AS TO LEGAL FORM:


Office of the Town Attorney

 Voted: Aye
Councilmember Phillis Maniglia, Seat 1

 Voted: Aye
Councilmember Laura Danowski, Seat 2

 Voted: Nay
Councilmember Robert Shorr, Seat 4

Exhibit A to Ordinance 2024-07

Section 20-050. Recreational vehicles.

(A) For properties which have a permitted residential structure within the agricultural residential zoning district, recreational vehicles shall be allowed on a temporary basis for living and sleeping purposes, provided there are no adjudicated Town Code violations pending against the property and/or unresolved penalties associated therewith subject to the following conditions:

(1) A registration permit, (the fee for the registration permit shall be set by a resolution of the Town Council) which shall only be valid for a less than 180 days and shall be required for each recreational vehicle parking space on an annual basis and shall be placed on the recreational vehicle occupying parking space where it can be seen from the exterior of the recreational vehicle;

(2) No recreational vehicle shall be allowed on a parcel less than one acre. One recreational vehicle shall be allowed on a parcel consisting of one acre and less than two acres; a maximum of two recreational vehicles shall be allowed on a parcel consisting of two acres and less than ten acres; and, no more than four recreational vehicles shall be allowed on a parcel consisting of ten acres or more;

(3) The person or persons residing in the recreational vehicle must demonstrate a permanent residence in another location;

(4) The placement of the recreational vehicle must be setback from all property lines by at least 25 feet;

(5) The recreational vehicle shall be hooked up to or have access to appropriate electrical service, potable well and sanitary sewer facilities (bathroom and septic tank) that have been installed pursuant to permits issued by, or approved by, the health department and applicable building and zoning codes, where required; portable/ pump-able septic tanks as well as the waste removal therefrom are permitted under this section subject to the requirements set forth hereinabove.

(6) Upon expiration of the registration permit the recreational vehicle shall not remain on property parked or stored and shall be removed from the property and any application for a new registration permit for that property may only occur after a minimum time period of six months has expired, unless the parking space was initially used for a period of less than six months, then a permit may be issued for the time period remaining on the initial six month time period;

(7) The parcel owner, where the recreational vehicle(s) site is located, shall be required to allow Town staff, or its agents, to inspect the recreational vehicle(s) in such a manner and time as determined by the Town Manager, upon at least 24 hours' notice.

(8) Recreational vehicles shall only be used for their designed and intended purpose as evidence by the manufacturer's certification.

(9) A recreational vehicle that is not occupied must be owned or leased by the property owner or tenant of the property.

(10) Unoccupied recreational vehicles shall not be used for storage or any other non-residential use for which it was not designed and manufactured as evidenced by the manufacturer's certification.

(11) No recreational vehicle shall be kept in an abandoned, inoperable, junked, disabled, wrecked, discarded or otherwise unused condition.

(B) This section shall not apply to caretaker's quarters, groom's quarters and construction trailers.

(C) Any violation of this section may subject the property owner and/or recreational vehicle user to code enforcement action or any other legal action as determined by the Town.

(D) Requests for such a registration permit shall be submitted in writing to the Town Manager together with such fees, if any, as the Town requires and is set forth in the Town Code.

ARTICLE 92 – RECREATIONAL VEHICLES

Section 92-005 – Purpose and Intent; Effective Date.

The purpose of this article is to establish standards relating to recreational vehicles (RVs) consistent with State of Florida and federal law. The town recognizes the potential safety hazards and other negative impacts associated with the unregulated use of RVs. These standards are designed to allow the use and siting of RVs as set forth herein, while protecting the health, safety, and general welfare of the Town of Loxahatchee Groves. To the extent any provision of in this article conflicts with Florida law, federal law, or any other provision of the town code, the more restrictive provision shall prevail. As used in this article, “bona fide agricultural use classification” shall mean such classification assigned by the Office of the Palm Beach County Property Appraiser. The provisions of this article shall become effective on October 1, 2024.

Section 92-010 – Permit, Inspection, and Maintenance Requirements

- (A) **RV Site Permit and Affidavit Required.** All sites intended to be utilized by an occupied RV shall require an annual RV site permit. All sites storing one or more unoccupied RVs are required to submit an affidavit to the town. The affidavit shall confirm that each RV stored at the site meets the requirements of this article and is not occupied.
- (B) **Application.** Applications for RV site permits shall include a location sketch showing the RV site with setbacks from all property lines and the location of available utility connections. Applicants are required to pay a site inspection fee, and a permit application fee as follows:
1. Site inspection fee:
 - a. For sites that have not been assigned a bona fide agricultural use classification: \$500 per site, payable prior to initial inspection and thereafter every five years.
 - b. For sites that have been assigned a bona fide agricultural use classification: \$100 per site, payable prior to initial inspection and thereafter every five years.
 2. Permit application fee: \$100 per permit application, payable initially and upon each subsequent renewal.
- (C) **Permit Period.** RV site permits issued pursuant to this article shall be valid for 179 days from the date of issuance of the permit. Only one RV site permit may be issued per property within a 365-day period. A permit holder may not add an RV or exchange one RV for another at an approved site without first notifying the town.
- (D) **Inspections Required.** After an application for RV site permit has been reviewed, and prior to permit issuance, the town shall inspect the proposed site. The site inspection shall address at a minimum proposed location, site design, availability of required utilities, and the plan for management of solid waste. All utility connections are subject to permitting by any pertinent agency and section 92-020(B). An RV site must be inspected at least once every five (5) years, consistent with the inspection fee schedule in section 92-010(B)(1).

(E) **Expiration.** Upon expiration of the site permit, RVs shall remain unoccupied until another permit is issued. Within ten (10) days of permit expiration, the permit holder shall submit an affidavit to the town confirming that all RVs on the property are unoccupied.

(F) **Maintenance.** All RVs shall be maintained in road-worthy condition at all times.

(G) **Enforcement.** It shall be unlawful to use or possess an RV in violation of this article. Each additional RV used or possessed in violation of this article shall constitute a separate violation. Each day a violation exists shall constitute a separate violation.

1. Violations of this article are subject to the enforcement procedures and penalties in chapter 162, Florida Statutes, and chapter 14 of the town code. In addition, violations may be subject to any other means of enforcement allowed by law.
2. In addition to any other penalty authorized by this section, the town may deny issuance or renewal of a permit after a finding of violation of this article.
3. The application fee for after-the-fact permits shall be four (4) times the amount of the application fee set forth in section 92-010(B).

Section 92-015 – Allowances

(A) **General.** RVs may be permitted on conforming and legal non-conforming plots with an Agricultural Residential (AR) zoning designation in accordance with Table 1: RV Allowances.

<u>Table 1: RV Allowances</u>	
<u>Properties required to provide a ROW dedication or an easement for the purposes of right-of-way or utilities along the street line may include these areas for purposes of minimum parcel size.</u>	
<u>Property Size</u>	<u>Maximum RV allowance</u>
<u>Fewer than 2.0 acres:</u>	<u>One (1) RV subject to the conditions below:</u> <u>Property upon which RV is to be placed shall include a principal dwelling unit or shall have a bona fide agricultural use classification.</u> <u>The RV shall be owned or leased by the property owner or tenant of the property.</u> <u>The RV shall not be rented or otherwise occupied.</u>
<u>2.0 acres or more, and fewer than 5.0 acres (without bona fide agricultural use classification):</u>	<u>One (1) RV subject to the conditions below:</u> <u>The RV shall be owned or leased by the property owner or tenant of the property.</u>

	<u>Property upon which RV is to be placed shall include a principal dwelling unit.</u> <u>The RV shall not be rented or otherwise occupied.</u>
<u>2.0 acres or more, and fewer than 5.0 acres (with bona fide agricultural use classification):</u>	<u>Two (2) RVs subject to the conditions below:</u> <u>RVs may only be occupied and/or rented when the property upon which the RV is located is homesteaded.</u> <u>RVs, including grooms' quarters, may only be occupied for the 179-day duration of a valid RV site permit, except when used as caretaker quarters, as defined in section 10-015, definitions.</u> <u>When utilized for caretaker purposes, an RV may be occupied year-round subject to FEMA regulations when located in a Special Flood Hazard Area, and any applicable local and state building regulations.</u>
<u>5.0 acres or more, and fewer than 10.0 acres (without bona fide agricultural use classification):</u>	<u>Two (2) RVs subject to the conditions below:</u> <u>RVs may only be occupied and/or rented when the property upon which the RV is located is homesteaded.</u> <u>RVs, including grooms' quarters, may only be occupied for the 179-day duration of a valid RV site permit.</u>
<u>5.0 acres or more, and fewer than 10.0 acres (with bona fide agricultural use classification):</u>	<u>Three (3) RVs subject to the conditions below:</u> <u>RVs, including grooms' quarters, may only be occupied for the 179-day duration of a valid RV site permit, except when used as caretaker quarters, as defined in section 10-015, definitions.</u> <u>When utilized for caretaker purposes, an RV may be occupied year-round subject to FEMA regulations when located in a Special Flood Hazard Area, and any applicable local and state building regulations.</u>
<u>10.0 acres or more</u>	<u>Four (4) RVs subject to the conditions below:</u>

	<u>RVs may only be occupied and/or rented when the property upon which the RV is located is homesteaded or utilized for bona fide agricultural purposes.</u> <u>RVs, including groom's quarters, may only be occupied for the 179-day duration of a valid RV site permit, except when used as caretaker quarters, as defined in section 10-015, definitions.</u> <u>When utilized for caretaker purposes, an RV may be occupied year-round subject to FEMA regulations when located in a Special Flood Hazard Area, and any applicable local and state building regulations.</u>
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(B) Disability Accommodation.

1. Persons with disabilities, as provided by the Federal Fair Housing Amendments Act (42 U.S.C. 3601, et seq.) and Title II of the Americans with Disabilities Act (42 U.S.C. Section 12131, et seq.), may apply for an accommodation to extend the maximum period for occupancy at an approved RV site from 179 days to year-round. A person seeking such an accommodation shall submit an application on a form provided by the town. An application for disability accommodation that has been denied may be appealed pursuant to the procedure in section 170-025(E).

2. Sites with RVs occupied year-round pursuant to this subsection (B) must meet the following requirements:

- (a) The site upon which the RV is located shall include a principal dwelling unit;
- (b) No minimum parcel size is required. However, the property upon which the RV is located must be a conforming or legal non-conforming plot;
- (c) In no instance shall the total number of RVs on a property exceed the maximum number of RVs for the property size as set forth in Table 1: RV Allowances; and
- (d) An RV that is occupied year-round must meet applicable FEMA regulations when located in a Special Flood Hazard Area, and any applicable local and state building regulations.

3. Other than as specifically stated in this subsection (B), the other requirements of this article must be met.

(C) Vehicle Use. RVs shall only be used for their designed and intended purpose as evidenced by the manufacturer's certification. RVs shall not be used for storage or any other non-residential uses for which it was not designed and manufactured as evidenced by the manufacturer's certification.

(D) Occupancy Limits. RV occupancy shall not exceed the maximum number of occupants prescribed by the manufacturer.

Section 92-020 - RV Site and Utility Requirements

- (A) **Location.** No RV shall be located within any required yard or setback as established by the AR zoning district, nor any easement or right-of-way.
- (B) **Utility Connections.** An occupied RV shall be hooked up to appropriate electrical service, potable well and sanitary sewer facilities (bathroom and septic tank) that have been installed pursuant to permits issued by, or approved by, the health department and applicable building and zoning codes, where required; portable/ pump-able septic tanks as well as the waste removal therefrom are permitted under this section. A determination of appropriateness shall be made at the time of inspection regarding the size and capacity of on-site wells and septic tanks to meet demands generated by permitted RVs.
1. Electrical hook up must be separate for each RV. Each electrical hook up must be permitted through and inspected by the town's building department. No electrical extension cords shall be utilized. Use of extension cords will render the permit invalid.
 2. Water hook ups may be a single source with separate hook up at each RV parking spot. Backflow protection devices shall be installed prior to use.
 3. Septic hook up must be permitted and inspected by the Florida Department of Health. A copy of the approved permit is required as part of this application. Portable/ pump-able septic tanks as well as the waste removal therefrom are permitted under this section subject to the requirements set forth hereinabove.
- (C) **Solid Waste Disposal.** The permit holder shall be required to ensure solid waste generated by an occupied RV is disposed of in a manner that keeps the property free and clear of trash and debris. Trash generated by occupied RVs shall be collected by the town's franchise waste hauler as residential or commercial collection. If, after inspection of the property, town staff determines that solid waste cannot safely be contained within two standard trash containers, the property owner shall install a dumpster at the site.

EXHIBIT A

ARTICLE 92 - RECREATIONAL VEHICLES

Section 92-005 - Purpose and Intent; Effective Date.

The purpose of this article is to establish standards relating to recreational vehicles (RVs) consistent with State of Florida and federal law. The town recognizes the potential safety hazards and other negative impacts associated with the unregulated use of RVs. These standards are designed to allow the use and siting of RVs as set forth herein, while protecting the health, safety, and general welfare of the Town of Loxahatchee Groves. To the extent any provision of in this article conflicts with Florida law, federal law, or any other provision of the town code, the more restrictive provision shall prevail. As used in this article, "bona fide agricultural use classification" shall mean such classification assigned by the Office of the 'Palm Beach County Property Appraiser.

Section 92-010 – RV General Requirements

(A) **RV Location.** No RV shall be located within any required yard or setback as established by the AR zoning district. nor any easement or right-of-way.

~~(B) **Conditions to Allow RV.** In order for a recreational vehicle to be sited on any property within the town's municipal limits, the property MUST possess and maintain a principal residential dwelling unit and be homesteaded. Recreational vehicles are not permitted on vacant land. Recreational vehicles are only permitted in the Agricultural/Residential (AR) zoning district and absent a bona fide agriculture use on the property, the property on which the RV is located must have a homesteaded principal residential dwelling on the property.~~

(C) **Time Recreational Vehicle Allowed on the Property:** The maximum time that an occupied recreational vehicle can be sited on property located within the town's municipal limits is six (6) months from the date that the recreational vehicle is placed on the property.

~~**Time Recreational Vehicle Allowed on the Property:** The maximum time that an occupied recreational vehicle can be sited on property six (6) months from the date that the recreational vehicle is placed on the property during November of one year thru April of the subsequent year.~~

(D) **Number of Occupied and Rented Recreational Vehicles Allowed on the Property:**

<u>Property Acres</u>	<u>Number of RVs permitted</u>
<u>Less than 2 acres</u>	<u>1 RV</u>
<u>2 acres or more</u>	<u>2 RVs</u>

(E) Property possessing Bona Fide Agricultural Use: If a property possesses a bona fide agricultural use, one (1) recreational vehicle is permitted under the following conditions:

1. The recreational vehicle is being used as a caretaker or groom's quarter which is permitted year-round.
2. 80% of more of the property is designated as bona fide agricultural use
3. Must obtain a town permit including required inspections and permits.
4. The property must have a septic tank approved by the health department specifically allowing the RV to deposit its wastewater into the septic system.

(F) Disability Accommodation. Persons with disabilities as provided by the Federal Fair Housing Amendment Act (42 U.S.C. 3601, et. Seq.) and Title II of the Americans with Disabilities Act (42 U.S.C. Section 12131, et. Seq.), may apply for an accommodation to extend the maximum period for occupancy for an RV to year-round. A person seeking such accommodation shall apply on a form provided by the town. An application for disability accommodation that has been denied may be appealed pursuant to the procedures outlined in section 170-025(E).

(G) Parking of Recreational Vehicle. The recreational vehicle shall be parked in the location as specified in a lease agreement. The leased space shall only be used for parking and storage of the vehicles described on your lease.

(H) Storage of materials - No recreational vehicle may be used for the storage of goods, materials, or equipment other than those items considered to be part of the recreational vehicle essential for its immediate use.

(I) Condition of vehicle - The vehicle or equipment must be kept clean, presentable and in usable condition. A current vehicle registration license plate must be attached at all times. Said vehicle shall not display commercial lettering nor have any equipment, materials, or devices associated with a commercial or industrial use visible. The existence of such lettering, equipment, materials or devices shall automatically deem the vehicle as a "commercial vehicle," subject to the provisions of above.

(J) Ownership of vehicle - The vehicle parked must be owned or leased by the property's owner or tenant.

(K) Repairs on vehicle - No major repairs or overhaul work can be performed on the premises

(L) Access to Property - A property owner, tenant or person in possession or control of the property shall provide access to the property, upon request, for the town inspector to conduct an inspection. Section 92-015 - Permit, Inspection, and Maintenance Requirements

Section 92-015 – Permit, Inspection, and Utilities Requirements

- (A) **Permit Requirement:** A town building permit is only required for an operational recreational vehicle if the recreational vehicle is occupied. If the recreational vehicle is being stored on the property, no approvals from the town are required but the recreational vehicle must meet the requirements of this section.
- (B) **Permit.** The permit application shall be in a form approved by the town and contain the following:
- a. Property Owner information
 - b. Property information including the Property Use Classification by PBC Property Appraiser
 - c. How many acres
 - d. # of trailers being occupied
 - e. Dates the recreational vehicle will be onsite
 - f. Model, make and color of recreational vehicle
 - g. Recreational vehicle license tag number
 - h. Documentation that electric has been permitted by town
 - i. Documentation that wastewater disposal is through a mechanism that has been permitted by the health department
 - j. Affidavit stating information provided is true and correct
 - k. Payment of a filing fee, if applicable and approved by the town council, which shall not exceed \$50.00
 - l. Occupant information including verification of occupant's identification by submittal of governmental issued photo identification document including but not limited to passport and/or current valid driver's license.
- (C) **Inspection.** Every permit requires at least one town inspection of the recreational vehicle which must be passed in order to issue the permit. Failure to provide access for an on-site inspection, upon reasonable notice, is a violation of this section.
- (D) **Utility Connections.** An occupied RV shall be hooked up to appropriate electrical service, potable well and sanitary sewer facilities (bathroom and septic tank) that have been installed pursuant to permits issued by, or approved by, the health department and applicable building and zoning codes where required; portable/pumpable septic tanks as well as the waste removal therefrom are permitted under this section. A determination of appropriateness shall be made at the time of inspection regarding the size and capacity of on-site wells and septic tanks to meet demands generated by permitted RVs.
1. Electrical hook up must be separate for each RV. Each electrical hook up must be permitted through and inspected by the town's building department. No

electrical extension cords shall be utilized. Use of extension cords will render the permit invalid.

2. Water hook ups may be a single source with separate hook up at each RV parking spot. Backflow protection devices shall be installed prior to use.
3. Septic hook up must be permitted and inspected by the Florida Department of Health. A copy of the approved permit is required as part of this application. Portable/ pump-able septic tanks as well as waste removal therefrom are permitted under this section subject to the requirements set forth hereinabove.

(E) Solid Waste Disposal. The permit holder shall be required to ensure solid waste generated by an occupied RV is disposed of in a manner that keeps the property free and clear of trash and debris. Trash generated by occupied RVs shall be collected by the town's franchise waste hauler as residential or commercial collection.;

Section 92-020 – RV Regulation Enforcement

(A) Enforcement. It shall be unlawful to use or possess an RV in violation of this article. Each additional RV used or possessed in violation of this article shall constitute a separate violation. Each day a violation exists shall constitute a separate violation.

1. Violations of this article are subject to enforcement procedures and penalties in chapter 162, Florida Statutes, and chapter 14 of the town code. In addition, violations may be subject to any other means of enforcement allowed by law.
2. In addition to any other penalty authorized by this section, the town **may** deny issuance or renewal of a permit after a special magistrate's finding of violation of this article.
3. The application fee for after-the-fact permits shall be four (4) times the amount of the application fee set forth in section 92-010(B).



TOWN OF LOXAHATCHEE GROVES TOWN COUNCIL MEETING AGENDA ITEM MEMORANDUM

Item 3.

TO: Honorable Mayor and Town Council

FROM: Craig Lower, Public Works Director

VIA: Valerie Oakes, Interim Town Manager

DATE: August 10, 2026

SUBJECT: Discussion/Direction – Courtesy Nuisance Letter and Nuisance Abatement Program

Legal Sufficiency:	☒ Reviewed	☐ Not Reviewed
	☒ Approved	☐ Not Approved

Background: Staff have prepared a **Courtesy Nuisance Letter** and a **Nuisance Abatement Notice** to establish a consistent process for addressing nuisance conditions that affect public safety, public rights-of-way, and Town infrastructure.

The Courtesy Nuisance Letter provides property owners with an opportunity to voluntarily correct violations before enforcement begins. If compliance is not achieved, the Nuisance Abatement Notice provides twenty (20) calendar days to correct the violation before the Town may proceed with nuisance abatement in accordance with Chapter 30 of the Town Code.

Purpose

The proposed program is intended to address nuisance conditions, including:

- Vegetation encroaching into public rights-of-way and roadways.
- Vegetation obstructing motorists, pedestrians, bicyclists, equestrians, and emergency vehicles.
- Vegetation impacting drainage facilities and public infrastructure.
- Trash, debris, and other conditions affecting public health, safety, and welfare.

Proposed Process

1. Issue a Courtesy Nuisance Letter.
2. Allow time for voluntary compliance.

3. If the violation remains, issue a Nuisance Abatement Notice providing twenty (20) calendar days for compliance.
4. If the violation is not corrected, authorize Town staff and the Town's contracted vendor to complete the nuisance abatement and assess all allowable costs to the property in accordance with Chapter 30 of the Town Code.

Fiscal Impact

The Town may incur initial abatement costs; however, eligible costs may be recovered from the property owner as authorized by the Town Code.

Staff Recommendation

Staff recommends that the Town Council:

- Review the attached Courtesy Nuisance Letter and Nuisance Abatement Notice.
- Approve the proposed enforcement process.
- Authorize staff to implement the Courtesy Letter program followed by nuisance abatement, when necessary.

Authorize the use of contracted services to perform nuisance abatement and recover allowable costs as provided by Chapter 30 of the Town Code.

Recommendation:

Provide directions to staff and authorize implementation of the proposed Courtesy Nuisance Letter and Nuisance Abatement Program.

Attachments:

1. Code of Ordinances - Chapter 30 - Nuisance
2. Courtesy Notice to Property Owner
3. 20-day Notice to Abate Nuisance Conditions

Chapter 30 - NUISANCES

Footnotes:

--- (1) ---

State Law reference— *Municipal Home Rule Powers Act, F.S. ch. 166; public nuisances, F.S. ch. 823; nuisance abatement generally, F.S. § 60.05 et seq.*

ARTICLE I. - IN GENERAL

Sec. 30-1. - Purpose and intent.

The purpose and intent of this article is to prohibit the following:

- (1) Accumulation of trash, junk, or debris, living and nonliving plant material, and stagnant water.
- (2) Excessive and untended growth of grass, weeds, brush, branches, and other overgrowth that obstruct public roadways and trails within the town, with a vertical height of 14 feet, and impeding drainage.
- (3) Property being a place, or being reasonably conducive to serving as a place, for illegal or illicit activity.
- (4) Property threatening or endangering the public health, safety or welfare of town residents.

(Ord. No. 2017-21, § 12, 4-3-2018)

Sec. 30-2. - Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Actual cost means the actual cost to the town, and if by contract the amount plus interest, if any, as invoiced by an independent, private contractor for terminating and abating a violation of this article on a lot, tract, or parcel, plus the cost of serving notice of the violation, obtaining title information on the property, and all other identifiable costs incurred by the town in the clean-up of the lot, tract, or parcel.

Compatible electronic medium or media means machine-readable electronic repositories of data and information, including, but not limited to, magnetic disk, magnetic tape, and magnetic diskette technologies, which provide without modification that the data and information therein are in harmony with and can be used in concert with the data and information on the ad valorem tax roll keyed to the property identification number used by the county property appraiser.

Compost bin means a container designed for the purpose of allowing nonliving plant material to decompose for use as fertilizer. For purposes of this article, any such compost bin shall be constructed of wire, wood la or other material which allows air to filter through the structure. A compost bin shall not exceed an area of 64

square feet or a height of five feet.

Excessive growth means grass, weeds, rubbish, brush, branches, or undergrowth that grows over public roadways in violation of section 50-035 of the town ULDC and a clearance height of 14 feet.

Fill means material such as dirt that is imported and deposited on property by artificial means.

Grass, weeds, or brush means grass, weeds or brush that, when allowed to grow in a wild and unkempt manner, impairs roadways, trails, with vertical clearance of 14 feet or impeding drainage.

Imminent public-health threat means the condition of a lot, tract, or parcel of land that, because of the accumulation of trash, junk, or debris, such as broken glass, rusted metal, automotive and appliance parts, some of which may contain chemicals, such as Freon, oils, fluids, or the like, may cause injury or disease to humans or contaminate the environment, or the condition of a lot, tract or parcel that, because of the excessive growth of grass, weeds, or brush, can harbor criminal activity, vermin, or disease.

Levy means the imposition of a non-ad valorem assessment against property found to be in violation of this article.

Non-ad valorem assessment means a special assessment that is not based upon millage and that can become a lien against a homestead as permitted in section 4 of article X of the state constitution.

Non-ad valorem assessment roll means the roll prepared by the town and certified to the county property appraiser tax collector, as appropriate under state law, for collection.

Nonliving plant material means nonliving vegetation such as leaves, grass cuttings, shrubbery cuttings, tree trimmings and other material incidental to attending the care of lawns, shrubs, vines and trees.

Property means a lot or tract or parcel of land and the adjacent unpaved and ungraded portion of the right-of-way, whether such lot or tract or parcel is improved or unimproved.

Trash, junk, or debris means waste material, including, but not limited to, putrescible and non-putrescible waste, combustible and non-combustible waste, and generally all waste materials such as paper, cardboard, tin cans, lumber, concrete rubble, glass, bedding, crockery, household furnishings, household appliances, dismantled pieces of motor vehicles or other machinery, rubber tires, and rusted metal articles of any kind.

(Ord. No. 2017-21, § 3, 4-3-2018)

Sec. 30-3. - Declaration of nuisance and menace.

The accumulation of trash, junk, or debris, living and nonliving plant material upon property, the excessive growth of grass, weeds, brush, branches, and other overgrowth, the keeping of fill in an unsafe and unsanitary manner, and the permitting vegetation to grow over public roadways are declared to be nuisances and menaces to the public health, safety, and welfare of the citizens of the town for the following reasons:

- (1) The aesthetic appearance of property preserves the value of other properties within the town.

- (2) The accumulation of trash, junk, or debris, living and nonliving plant material, the excessive growth of grass, weeds, brush, branches, and other overgrowth, the keeping of fill in an unsafe and unsanitary manner, and the permitting vegetation to grow over public roadways in violation of section 50-035 of the town ULDC, is dangerous, unhygienic, unhealthy, visually unpleasant to the reasonable person of average sensibilities, and a visual nuisance because it depreciates, or potentially can depreciate, the value of neighboring property, or could cause hazards to the use of public roadways, that, unless addressed properly in this Code, town taxpayers could be and would be required to pay the cost of remedying, and such clean-ups would have to be undertaken by the town several times a year, in some cases for the same properties.

(Ord. No. 2017-21, § 4, 4-3-2018)

Sec. 30-4. - Accumulation of trash, junk, or debris, living and nonliving plant material.

- (a) Every owner and, if applicable, every agent, custodian, lessee, or occupant of property shall reasonably regulate and effectively control accumulations of trash, junk, or debris, living and nonliving plant material:
- (1) On the property; and
 - (2) On that portion of the adjoining public right-of-way between the property and the paved or graded street.
- (b) The following uses are permissible:
- (1) Storage of trash, junk, debris, and living and nonliving plant material in garbage cans that comply with applicable ordinances relating to solid waste collection.
 - (2) The storage of nonliving plant material in compost bins.

(Ord. No. 2017-21, § 5, 4-3-2018)

Sec. 30-5. - Excessive growth of grass, weeds, brush, and other overgrowth.

Every owner and, if applicable, every agent, custodian, lessee, or occupant of property shall reasonably regulate and effectively control the excessive growth of grass, weeds, brush, and other overgrowth on that portion of the adjoining public right-of-way between the property and the paved or graded street. Excessive growth of grass, weeds, brush, and other overgrowth as defined herein, and that violate section 50-035 of the town ULDC, as may be amended from time to time, is prohibited.

(Ord. No. 2017-21, § 6, 4-3-2018)

Sec. 30-6. - Keeping of fill on property.

Every owner and, if applicable, every agent, custodian, lessee, or occupant of property shall reasonably regulate and effectively control the property so as to prevent the keeping of fill on it to prevent the creation

- (1) A habitat for rodents, vermin, reptiles, or other wild animals;
- (2) Breeding ground for mosquitoes;
- (3) A place conducive to illegal activity;
- (4) A place that threatens or endangers the public health, safety or welfare of town residents;
- (5) A place that is reasonably believed to cause currently, or potentially to cause in the future, ailments or disease; or
- (6) A condition on the property that adversely affects and impairs the economic value or enjoyment of surrounding or nearby property.

(Ord. No. 2017-21, § 7, 4-3-2018)

Sec. 30-7. - Imminent public-health threat.

- (a) The accumulation of trash, junk, debris, living and nonliving plant material, the excessive growth of grass, weeds, brush, or other overgrowth, the keeping of fill on property that presents an imminent public health threat, or the permitting vegetation to grow over public roadways, may be remedied by the town immediately without notice to the owner or, if applicable, the agent, custodian, lessee, or occupant. The town manager shall determine whether, under the provisions of this article, an imminent public health threat exists.
- (b) After-the-fact notice will be provided by the town to the owner and, if applicable, the agent, custodian, lessee, or occupant within a reasonable time after the abatement. After-the-fact notice shall be sent as set forth in section 30-8(d), and the owner and, if applicable, the agent, custodian, lessee, or occupant shall have 15 days from the date notice is received to:
 - (1) Reimburse the town; or
 - (2) Appeal the town manager's determination to the town council that an imminent public-health threat existed on the property.

(Ord. No. 2017-21, § 8, 4-3-2018)

Sec. 30-8. - Enforcement.

- (a) *Violations.* Failure or refusal by the owner and/or, if applicable, the agent, custodian, lessee or occupant of property to comply with the requirements of this article is a violation of this article. The existence of an imminent public health threat on a property is a violation of this article.
- (b) *Notice of violation.*
 - (1) Whenever the town manager or his designee determines there is a violation of this article, the town manager shall serve, or cause to be served, a notice of violation on the owner and, if applicable, the agent, custodian, lessee, or occupant of the property. The notice of violation shall direct the owner and, if applicable, the agent, custodian, lessee, or occupant to terminate an

abate the violation within 20 calendar days of the date the notice is received. If the "notice of violation" pertains to an imminent public health threat abated by the town, the notice shall direct the owner and, if applicable, the agent, custodian, lessee, or occupant to pay to the town the cost of such abatement.

- (2) If the notice of violation is sent or delivered to the owner and the owner's agent, custodian, lessee, or occupant, they shall be jointly and severally responsible to remedy the violation.

(c) *Notice is received.*

- (1) The notice of violation shall be sent by United States certified mail with a return receipt requested. Notice is received on the date the owner or, if applicable, the agent, custodian, lessee, or occupant of the property initials or otherwise indicates receipt of the notice on the return receipt.
- (2) In the event that certified mail delivery cannot be accomplished, and after reasonable search by the town for such owner or, if applicable, the agent, custodian, lessee, or occupant of the property, or if the notice is not accepted or is returned to the town, a physical posting of the notice of violation on the property shall be deemed the date the notice of violation is received.

(d) *Form of notice.* The notice shall be in substantially the following form:

NOTICE OF VIOLATION

Name of owner:

Address of owner:

Name of agent, custodian, lessee, or occupant (if applicable):

Address of agent, custodian, lessee, or occupant (if applicable):

Our records indicate that you are the owner, agent, custodian, lessee or occupant of the following property in the Town of Loxahatchee Groves, Florida: [description of property]

An inspection of this property discloses, and I have found and determined, that a public nuisance exists on this property. This public nuisance violates [description of section violated] of the Code of Ordinances of the Town of Loxahatchee Groves, Florida, in that: [description of the violation in this article]

YOU ARE HEREBY NOTIFIED THAT IF, WITHIN TWENTY DAYS (20) FROM THE DATE OF THIS NOTICE,

- a. THE VIOLATION DESCRIBED ABOVE IS NOT REMEDIED AND ABATED,
OR

- b. THIS VIOLATION NOTICE HAS NOT BEEN TIMELY APPEALED, AS SET FORTH IN SECTION 30-9 OF THE TOWN'S CODE OF ORDINANCES, THE TOWN WILL CAUSE THE VIOLATION BE REMEDIED, AND THE COSTS INCURRED BY THE TOWN IN CONNECTION WITH THE

CLEANUP WILL BE ASSESSED AGAINST THE PROPERTY. TO APPEAL THIS NOTICE OF VIOLATION, YOU MUST FILE YOUR NOTICE OF APPEAL NO LATER THAN 15 DAYS AFTER RECEIPT OF THIS NOTICE WITH THE TOWN CLERK.

TOWN OF LOXAHATCHEE GROVES

By: _____

Title: _____

If the notice is an after-the-fact notice of an imminent public-health threat, the capitalized portions shall be deleted and, in their place, the information required in section 30-11 regarding levy of assessment on the property for the costs of abatement incurred by the Town shall be substituted.

(Ord. No. 2017-21, § 9, 4-3-2018)

Sec. 30-9. - Appeals.

Within 15 days after notice is received, the owner or, if applicable, the agent, custodian, lessee, or occupant of the property may appeal to the town council that a notice of violation is not warranted for the property or that the property did not pose an imminent public-health threat that required immediate clean-up.

- (1) *Content of appeal.* The owner or, if applicable, the agent, custodian, lessee, or occupant of the property must appeal the notice of violation by written notice to the town clerk. The written notice must be accompanied by a reasonable filing fee, as determined by the town clerk, and shall be either hand delivered to the town manager, or mailed to the town clerk and postmarked, within the 15-day period after notice is received.
- (2) *Hearing of appeal.* Upon timely receipt, the town manager will schedule the appeal for a public hearing before the town council. At the public hearing, the appellant shall be afforded due process and may present such evidence as is probative of the appellant's case. The town manager or other town staff shall present such evidence as is probative of the alleged violation. Members of the public shall be afforded the opportunity to present germane testimony and evidence. Thereafter, the hearing shall be closed and the town council shall rule on the appeal.
- (3) *Unsuccessful appeal.* If the appeal is unsuccessful, the property must be cleaned up and the violation remedied and removed within 15 days from the date of the town council's decision.

(Ord. No. 2017-21, § 10, 4-3-2018)

Sec. 30-10. - Special assessment imposed.

- (a) In the event an appeal is not made within 15 days after notice is received and the violation is not remedied, or a timely appeal is made, but is unsuccessful and the violation is not remedied, the town may undertake such action as is necessary or useful to remedy the violation. The costs

incurred by the town to remedy the violation, including the actual cost of clean-up, all administrative expenses, and all other identifiable costs incurred by the town, shall be assessed against the property. All assessments shall be paid in full no later than the close of town business on the 20th business day after the property owner has received notice of the assessment.

- (b) Thereafter, the unpaid amount of the assessment will accrue interest at the rate of ten percent per annum or at the maximum rate allowed by law, whichever is less.

(Ord. No. 2017-21, § 11, 4-3-2018)

Sec. 30-11. - Notice of assessment.

- (a) Upon completion of the actions undertaken by the town to remedy the violation on the property, the town shall notify in writing the owner and, if applicable, the agent, custodian, lessee, or occupant that a special assessment has been imposed on the property. The notice shall be delivered to them in the same manner set forth for delivery of the notice of violation in section 30-8.
- (b) The notice of assessment shall set forth the following:
- (1) A description of the violation, a description of the actions taken by the town to remedy the violation, and the fact that the property has been assessed for the costs incurred by the town to remedy the violation.
 - (2) The aggregate amount of such costs and an itemized list of such costs.
 - (3) The intent of the town to record the assessment as a lien against the property if not paid timely, within the period of 20 business days as set forth in section 30-10.
 - (4) The intent of the town to place the assessment on the tax roll as a non-ad valorem assessment if not paid by the following June 1.
 - (5) The potential for the property to be subject to the sale of a tax certificate, bearing interest by law at a rate as high as 18 percent per annum, if the non-ad valorem assessment is not paid as part of the tax bill on the property.
 - (6) The potential for the property to be sold and conveyed by tax deed if the tax certificate is not redeemed by payment of the non-ad valorem assessment in full, plus interest, as required by state law.

(Ord. No. 2017-21, § 12, 4-3-2018)

Sec. 30-12. - Assessments for lot maintenance and clean-up.

- (a) *Establishment of special assessment district.* The town in its entirety, as its town boundaries exist on the date of enactment of this article and as they may be expanded or contracted from time to time, is hereby declared a special assessment district for the purposes of abating and remedying

violations of this article. Individual properties within the town's boundaries, as they may exist from time to time, may be assessed for the costs incurred by the town in abating and remedying violations of this article.

- (b) *Levy of non-ad valorem assessments.* There is hereby levied, and the town council is authorized to levy from time to time, a non-ad valorem assessment against each and every property in the town on which:
- (1) There occurs or has occurred a violation of this article, or from which the violation originates;
 - (2) The town undertakes or has undertaken action pursuant to this article to abate and/or remedy the violation and, thereby, incurs or has incurred costs; and
 - (3) The property owner of the property fails or refuses or has failed or refused, for whatever reason, to pay timely the amount owed to the town under this article for the costs incurred by the town in carrying out such abatement and remedy.
- (c) *Collection of non-ad valorem assessments.* The town council elects to use the uniform method to impose and collect non-ad valorem assessments against properties on which violations of this article occur or have occurred. The non-ad valorem assessments collected pursuant to this section will be included in the combined notice for ad-valorem taxes and non-ad valorem assessments as provided in F.S. § 197.3635. Non-ad valorem assessments collected pursuant to this section are subject to all collection provisions in F.S. § 197.3632, including provisions relating to discount for early payment, prepayment by installment method, deferred payment, penalty for delinquent payment, and issuance and sale of tax certificates and tax deeds for nonpayment.
- (d) *Annual non-ad valorem assessment roll.*
- (1) Each year, the town council will approve a non-ad valorem assessment roll at a public hearing between January 1 and September 15. The non-ad valorem assessment roll will be comprised of properties that have had levied against them non-ad valorem assessments under this section, and such assessments have not otherwise been paid in full prior to approval of the roll.
 - (2) The town clerk is authorized and directed each year:
 - a. To prepare the notice that must be provided as required by F.S. § 197.3632(4)(b); and
 - b. To prepare and publish the newspaper notice required by F.S. § 197.3632(4)(b).
 - (3) The notice to be sent by first class mail will be sent to each person owning property that will be on the non-ad valorem assessment roll and will include the following:
 - a. The purpose of the assessment;
 - b. The total amount to be levied against the parcel, which includes the actual cost incurred by the town;
 - c. A statement that failure to pay the assessment will cause a tax certificate to be issued against the property, which may result in a loss of title;
 - d. A statement that all affected property owners have a right to appear at the hearing and to file written objections with the local governing board within 20 days of the notice; and

e. The date, time, and place of the hearing.

(4) Upon its approval by town council, the non-ad valorem assessment roll will be certified to the tax collector as required by law.

(e) *Other means of collection.* Nothing herein prevents the town from collecting the non-ad valorem assessments by any legal means other than the uniform method.

(Ord. No. 2017-21, § 13, 4-3-2018)

Secs. 30-13—30-42. - Reserved.

ARTICLE II. - DUMPING OF MANURE AND HORSE BEDDING

Sec. 30-43. - Prohibited generally.

It shall be prohibited for a property owner to permit the depositing of manure and horse bedding onto real property within the town except when the manure and horse bedding is being used by the property owner for bona fide agricultural purposes in appropriately limited quantities after obtaining a permit from the town.

(Ord. No. 2010-003, § 2, 4-6-2010)

Sec. 30-44. - Permit.

It shall be prohibited for any person to deposit manure and horse bedding on any property within the town, regardless of the consent of the property owner, unless such person, and the property owner, has obtained a permit from the town confirming that the manure and horse bedding is to be used for bona fide agricultural purposes; and in no case may the amount of manure and horse bedding deposited exceed the amount set forth in the permit issued to the property owner by the town. The determination of the appropriate quantity of manure and horse bedding for use for bona fide agricultural purposes shall be based upon uses and custom associated with the specific agricultural use on the property, which may include recognized formulas of government agencies or published studies.

(Ord. No. 2010-003, § 3, 4-6-2010)

Sec. 30-45. - Days and hours restricted.

Notwithstanding the issuance of a permit, the depositing of manure and horse bedding shall be prohibited between the hours of 7:00 p.m. and 7:00 a.m. on Mondays through Saturdays, and prohibited at all times on Sundays.

(Ord. No. 2010-003, § 4, 4-6-2010)

Sec. 30-46. - Public nuisance declared; Florida Litter Law.

The town council hereby finds that a violation of this article presents a public nuisance for purposes of enforcement of F.S. § 403.413, and law enforcement officers charged with the enforcement of state and local laws within the town shall strictly enforce F.S. § 403.413.

(Ord. No. 2010-003, § 5, 4-6-2010)

Sec. 30-47. - Code enforcement process authorized.

The town administration is authorized to use the town's code enforcement process to enforce violations of this article where a law enforcement officer has not otherwise issued violations of F.S. § 403.413. In such instances, the fine shall be \$250.00 for the initial violation and \$500.00 for each subsequent violation, with each load or each day being a separate violation.

(Ord. No. 2010-003, § 6, 4-6-2010)

Sec. 30-48. - Suspension of permits; persons ineligible for permits.

Upon the issuance of a violation notice under F.S. § 403.413, or this article, any permits issued by the town shall be suspended and all manure and horse bedding deposit activity stopped until such time as a hearing is conducted or the fines paid. Should a person violate this article on more than one occasion during a calendar year, that person shall not be granted a permit from the town for a period of one calendar year from the date of the last violation.

(Ord. No. 2010-003, § 7, 4-6-2010)

Sec. 30-49. - Permits shall be obtained by both property owners and transporters from the town.

- (a) Property owners shall obtain a permit from the town for each use of manure or horse bedding, regardless of the number of loads, during which time the property owner shall advise in writing the volume being used under the permit and the transporter for the material, and will certify that the manure or horse bedding is being used for bona fide agricultural purposes and that they have verified that the transporter for the materials has a permit from the town. One of the conditions on the issuance of a permit to a property owner is that it shall provide consent for a town representative to inspect the property solely for purposes of ensuring compliance with the terms of the permit. There shall be no charge for a property owner permit.
- (b) Transporters shall obtain an annual permit from the town for the deposit of manure and horse bedding within the town. In obtaining the permit, the transporter will acknowledge that it is aware of the town's regulations relating to the deposit of manure and horse bedding, and that it will confirm upon receipt of a request for materials from a property owner within the town that the purpose such manure and horse bedding is for bona fide agricultural purposes, and that the property owner

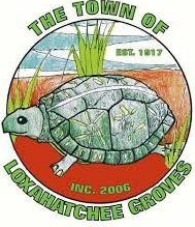
has obtained the necessary permit from the town. All permits for transporters shall expire each September regardless of the date of issuance. Transporters are responsible for the timely renewal of its annual permit. The annual permit fee shall be \$500.00, which may be adjusted by the town council by resolution.

(Ord. No. 2010-003, § 8, 4-6-2010)

Sec. 30-50. - Bona fide agricultural purposes defined.

As used in this article, the term "bona fide agricultural purposes" means farming, pasture, grove, or forestry operations, including horticulture, floriculture, viticulture, dairy, livestock, poultry, bee and aquaculture, consistent with F.S. §§ 823.14 (Right to Farm) and 570.02 (Agriculture).

(Ord. No. 2010-003, § 9, 4-6-2010)



TOWN OF LOXAHATCHEE GROVES

155 F Road • Loxahatchee Groves, Florida 33470 • (561) 793-2418 Phone • www.loxahatcheegrovesfl.gov

August 10, 2026

Loxahatchee Groves, FL 33470

RE: Courtesy Notice – Nuisance Abatement

Dear Property Owner:

This letter is to inform you that the Town of Loxahatchee Groves (the “Town”) has declared the following to be public nuisances, as further defined in Chapter 30 of the Town Code of Ordinances:

- Accumulation of trash, junk, or debris, living and nonliving plant material upon property;
- Excessive growth of grass, weeds, brush, branches, and other overgrowth;
- Keeping fill in an unsafe and unsanitary manner;
- Permitting vegetation to grow over roadways and trails;
- Obstruction or encroachment into right-of-way by living or nonliving plant material so as to hinder safe and convenient vehicular or pedestrian movement; and
- Placement of, maintenance of or causing any other encroachment in or to right-of-way, or any part thereof (such as walls, bollards, rocks, logs, or other material or objects).

As the owner, agent, custodian, lessee, or occupant of the above-listed property in the Town, you are responsible for keeping the property, and adjacent right-of-way, free of nuisance conditions, including but not limited to those listed above. Failure to comply with the stated requirements regarding such nuisance conditions may result in the issuance of a Notice of Violation (“NOV”), which begins the official process for the Town to impose fines and costs against your property should the violation(s) not be complied promptly.

Following the Town’s issuance of an NOV, any violation(s) must be remedied within twenty (20) days, after which time the Town may remedy the nuisance conditions and assess the costs for such remedy, including clean-up and administrative costs, against the property.

The Town appreciates your swift attention to and resolution of any such potential nuisance condition(s). If you have any questions, please call Town Hall at (561) 793-2418.

Sincerely,

Craig Lower
Public Works Director



TOWN OF LOXAHATCHEE GROVES

_____, 2026

Name: _____

Address: _____

Loxahatchee Groves, FL 33470

20-DAY NOTICE TO ABATE NUISANCE CONDITIONS

Dear Property Owner:

The Town of Loxahatchee Groves, Florida (the "Town") has observed violation of Section 30-5, "Excessive growth of grass, weeds, brush, and other overgrowth," of the Town Code of Ordinances (the "Code"). Pursuant to Section 30-5 of the Code, property owners are responsible for maintaining vegetation on their property and the adjoining public right-of-way between the property line and the paved or graded roadway. Trees, shrubs, hedges, brush, and other vegetation must not:

- Extend into or obstruct public roadways or rights-of-way.
- Reduce the required 14-foot vertical clearance over public roadways.
- Obstruct visibility for motorists, pedestrians, bicyclists, equestrians, or emergency vehicles.
- Interfere with drainage swales, culverts, canals, or other public infrastructure.

Overgrown vegetation creates safety hazards, restricts emergency access, impedes roadway maintenance, and contributes to drainage problems.

YOU ARE HEREBY NOTIFIED THAT IF, WITHIN TWENTY (20) CALENDAR DAYS FROM THE DATE OF THIS NOTICE, THE VIOLATION DESCRIBED ABOVE IS NOT REMEDIED AND ABATED, THE TOWN WILL PROCEED WITH NUISANCE ABATEMENT IN ACCORDANCE WITH CHAPTER 30 OF THE TOWN CODE. THE COST OF THE ABATEMENT, INCLUDING ADMINISTRATIVE EXPENSES AND ALL OTHER AUTHORIZED COSTS, MAY BE ASSESSED AGAINST THE PROPERTY AS PROVIDED BY THE TOWN CODE AND CONTINUE TO ACCRUE INTEREST UNTIL SUCH TIME AS SAID COSTS ARE PAID IN FULL.

Please have all vegetation trimmed and brought into compliance by:

Compliance Date: _____

The Town appreciates your prompt attention and cooperation in helping maintain safe roadways and rights-of-way for all residents.

Sincerely,

Code Compliance Officer

561-807-6637

Code@loxahatcheegrovesfl.gov



TOWN OF LOXAHATCHEE GROVES

TOWN COUNCIL WORKSHOP

AGENDA ITEM MEMORANDUM

Item 4.

TO: Mayor and Town Council of the Town of Loxahatchee Groves

FROM: Caryn Gardner-Young, Development Standards Director

THRU: Valerie Oakes, Interim Town Manager

DATE: August 18, 2026

SUBJECT: Line of Sight Discussion

Legal Sufficiency:	☒ Reviewed	☐ Not Reviewed
	☒ Approved	☐ Not Approved

Background:

In January, Town Staff conducted a town wide review of line-of-sight violations. Approximately thirty (30) properties were provided with a courtesy notice that their sight triangle was not clear as required by the Town's Code. Within two (2) weeks, about 50% of the properties were brought into compliance. However, the Town Council at its February 3, 2025, meeting, directed Town Staff to stop enforcing the line-of-sight regulations and to provide the ULDC Committee with the opportunity to review the line-of-sight language and to provide the Town Council with any modifications they think are appropriate.

At its January meeting, the ULDC Committee discussed the existing nuisance abatement regulations as well as the line-of-sight regulations. At that meeting, the following were discussed in relation to the Town's existing line-of-sight regulations:

- a. Provide additional diagrams showing all line-of-sight dimensions
- b. Clarify that section B applies to all line-of-sight situations
- c. Add that line-of-sight regulations do not apply to government required structures
- d. Clarity that a property owner can replace a gate with a fence and there is no need to meet the line-of-sight regulations
- e. Clarity how we measure the height of structures in the sign triangle
- f. Clarify the clear zone between 30" and 8'

Changes were made to the existing line-of-sight regulations, and the new regulations were presented to the ULDC Committee at their February 2026 meeting. Discussion at this meeting encompassed the current measurements and diagrams including driveway width impacts and the size of the sight triangle to create a clear understanding of line-of-sight standards for residents. In addition, there was conversation on how irregular shaped driveways and old trees would be treated, such as whether they could be grandfathered in or not. Further, the Committee considered how some people may have access points that are not in use and do not need to abide by line of sight. Overall, the Committee wanted to make clear what the requirements are for line of sight and to explain to residents the importance of this provision. If the remedy is to clear the sight triangle,

then the Committee wanted it easy for people to adhere to the adopted regulations. The Committee also discussed how driveway sight lines may be treated differently than roadway intersection sight lines, as well as how trails sight lines can be included as these intersections also pose safety concerns. The Roadway, Equestrian Trails & Greenway Committee were asked for their opinion regarding line of sight which they discussed at their February meeting where the members agreed that the existing 10-foot line of sight appeared sufficient for rider visibility and overall safety.

At the March 2026 Committee meeting, the Engineer and Floodplain Manager for the Town was present, and he discussed his proposed changes to the existing line-of-sight regulations. Mr. Clough stated that line-of-sight triangles are based upon the traffic speed limits and that both the Florida Department of Transportation and Palm Beach County have adopted line-of-sight regulations. Discussion ensued with how to measure the sight triangle – from edge of pavement, from the property line or from the right-of-way, the impacts of line-of-sight on non-typical driveways obstructions located in the sight triangle. Town Staff took notes and stated they would present revised language at the next ULDC Committee meeting. The ULDC Committee asked for the following changes:

- a. Add trail and driveway diagrams
- b. Provide two diagrams trail and streets
- c. Clarify correct measurements
- d. Include language that clarifies the right of way and line of sight

The ULDC Committee on May 11th reviewed the proposed line-of-sight language based upon the ULDC Committee's previous comments and the Town Engineer's recommendations. A Motion was made to approve the line-of-sight language as presented by Staff and to forward the language to the Town Council for consideration. The Motion passed on a 3-2 vote. Attached is the proposed language as approved by the ULDC Committee.

At the August 4th Town Council meeting, the Town Council directed that this matter be placed on the August 18th Town Council Workshop for discussion

Recommendation/Motion:

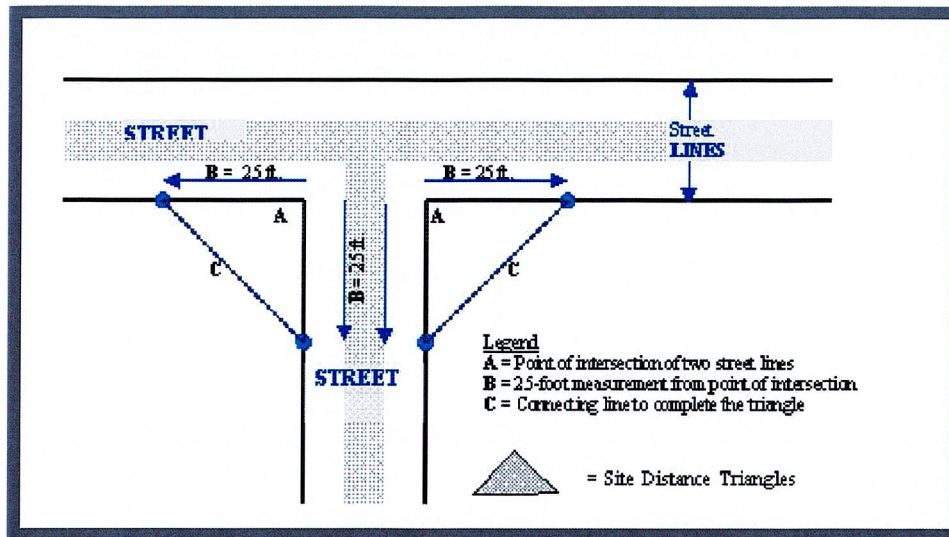
Discussion of the proposed ULDC Committee line-of-sight regulations and provide direction to staff whether to amend the proposed language and draft an Ordinance with the ULDC proposed language or whether to take no further action.

The final form of the Ordinance and any proposed language will be subject to review by the Town Attorney for legal sufficiency, including but not limited to whether the changes may be a more restrictive or burdensome land development regulation prohibited by SB 180 (2025).

Attachment

- 1. Existing Line of Sight Language
- 2. ULDC proposed Line of Sight Language

- (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.



Example of Site Distance Triangle

Section 85-035. - Landscaping within public and private right-of-way or sight distance triangle.

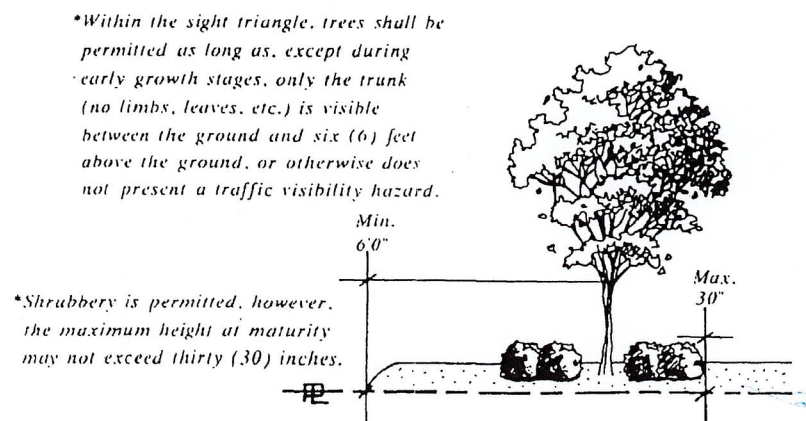
- (1) Installation of trees and shrubs within any public right-of-way, private street and swale requires Town approval.
- (2) Within any sight distance triangle (Refer to Exhibit 1), as defined in Section 105-005(A), it shall not be permissible to install, set out or maintain, or to allow the installation, setting out or maintenance of 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:
 - a. Fences or walls within the site triangle can be constructed in 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.
 - b. 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.

(Ord. No. 2018-09, § 3(Exh. B), 9-7-2018)

Editor's note— Exhibit 1, referenced above, is not set out herein, but is on file and available for inspection in the town offices.

PROPOSED LANGUAGE TO ADDRESS COMMITTEE'S CONCERNS

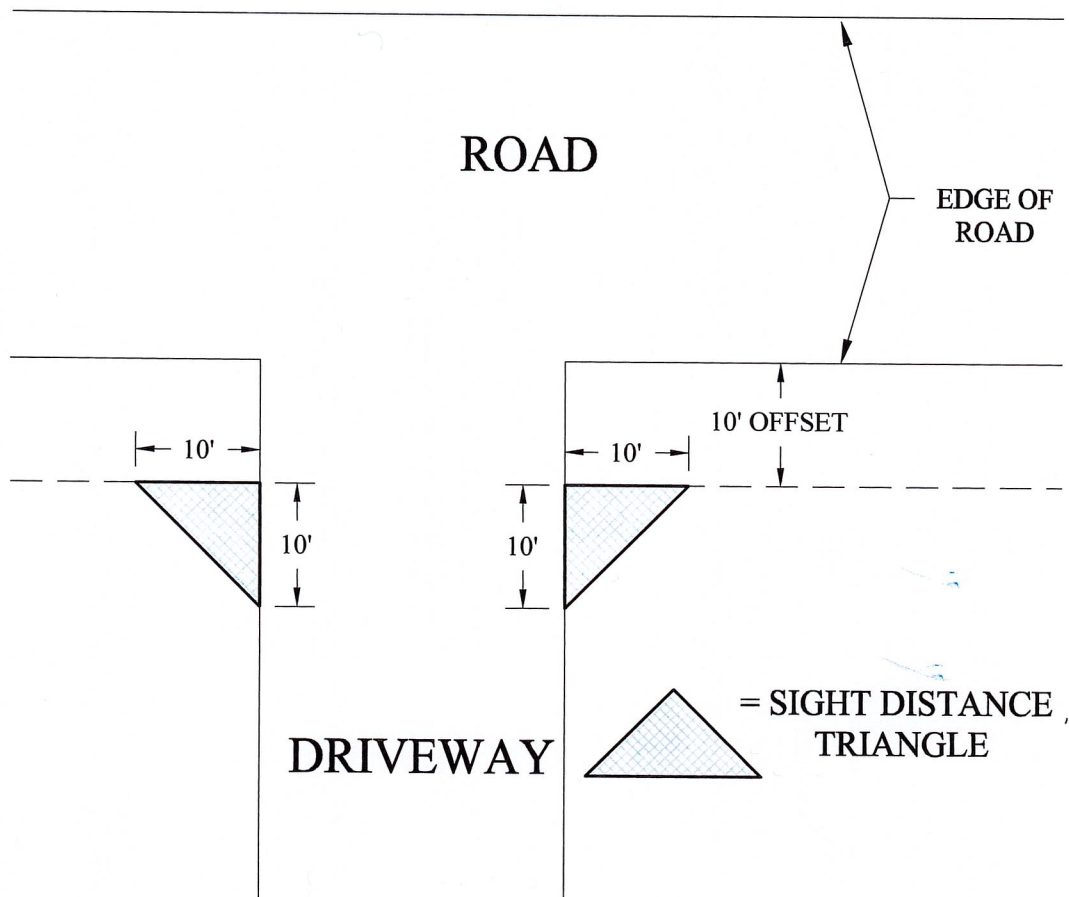
- (A) Within the triangular areas described in subsection (C) of this section, it shall not be permissible to install, set out or maintain, or to allow the installation, setting out or maintenance of, either temporarily or permanently, any vehicular parking space, sign, wall, hedge, shrubbery, tree, earth mound, natural growth or other obstruction of any kind which obstructs cross-visibility at a level between thirty (30) inches and eight (8) feet above the level of the center of the adjacent intersection except as provided in subsection (B) of this section. Trees located within clear sight triangles shall be installed with a minimum of eight feet of clear trunk. Shrubbbery is permitted, however, the maximum height at maturity may not exceed 30 inches. Any wall or fence within the sight triangle must be constructed in such a manner as to provide adequate cross-visibility over or through the structure between thirty (30) inches and eight (8) feet in height above the driving surface.



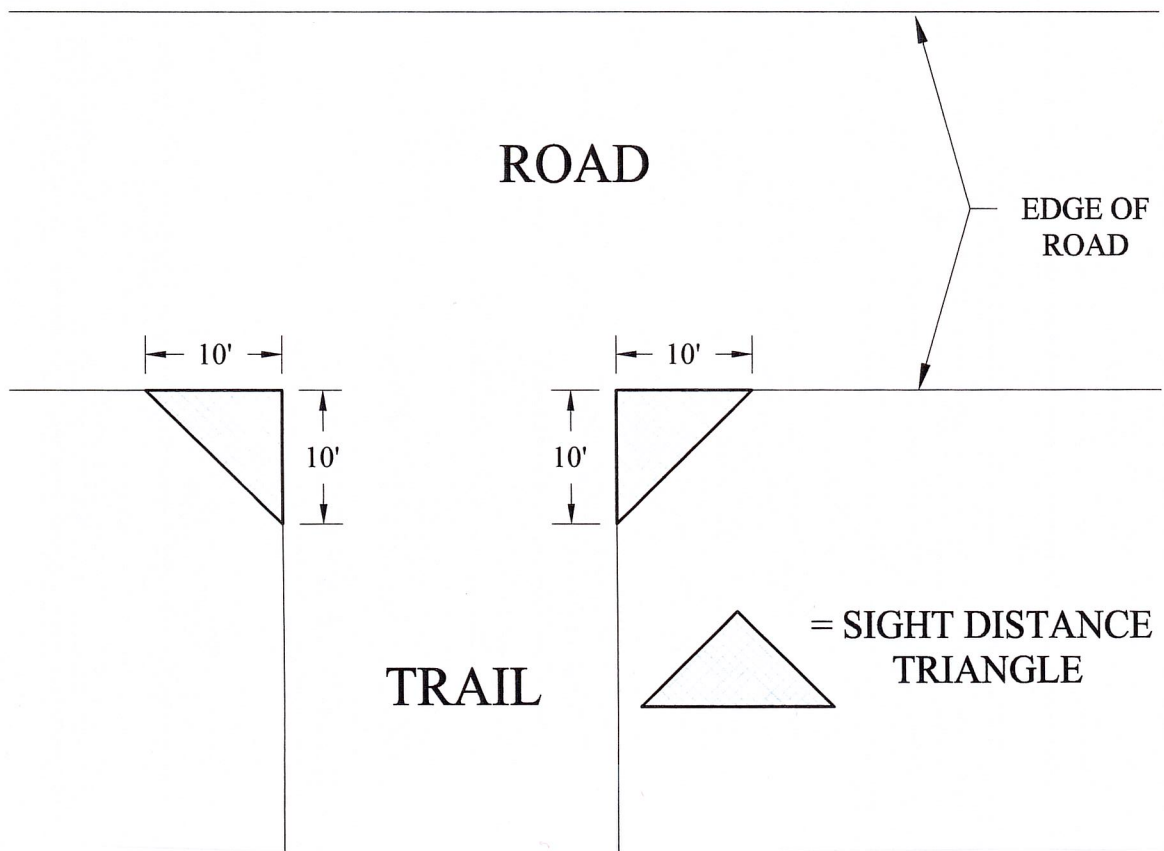
- (B) The following will be permitted within the triangular areas described below:
- (1) Trees having limbs and foliage trimmed in such a manner that no limbs or foliage extend into the area between thirty (30) inches and eight (8) feet above the level of the center of the adjacent intersection. Trees must be so located so as not to create a traffic hazard. Landscaping, except required grass or ground cover, shall not be located closer than four (4) feet from the edge of any roadway pavement unless in conflict with the state department of transportation clearance criteria which shall prevail, and three (3) feet from the edge of any alley or driveway pavement.
 - (2) Fire hydrants, public utility poles, government approved or required structures, street markers and traffic control devices. Posts for illuminating fixtures, traffic control, fences and street name signs are permitted, so long as the sign or equipment is not within the prescribed clear space and the fence does not visually impede the clear sight of the intersection.

(C) The triangular areas referred to are:

- (1) *Cross-visibility requirements at the intersection of driveways and street lines.* Where a driveway intersects a street, the triangular area of property on both sides of a driveway formed by the intersection of each side of the driveway and a 10' offset from the edge of roadway, with two (2) sides of each triangle being ten (10) feet in length from the point of intersection and the third side being a line connecting the ends of the two other sides. The town engineer may waive this requirement where it is not necessary to ensure adequate cross-visibility, such as for driveways that cross canals.



- (2) *Cross-visibility requirements at the intersection of trails and street lines.* Where a crosswalk intersects a vehicular access aisle, driveway or an ultimate right-of-way or street line, the triangular area of property on both sides of a crosswalk or walkway formed by the intersection of each side of the walkway and the edge of roadway or aisle with two (2) sides of each triangle being ten (10) feet in length from the point of intersection and the third side being a line connecting the ends of the two sides.



- (3) *Cross-visibility requirements at the intersection of two streets.* Where two (2) streets intersect, the triangular area of property on all sides of the intersection, formed by the intersection of two (2) or more private or public roads with two (2) sides of the triangle area being twenty-five (25) feet in length along a 10' offset line from the abutting edge of roadways measured from their point of intersection, and the third side being a line connecting the ends of the other two sides.

