

TOWN OF LOXAHATCHEE GROVES
TOWN HALL COUNCIL CHAMBERS
155 F. ROAD, LOXAHATCHEE GROVES, FL 33470
UNIFIED LAND DEVELOPMENT CODE REVIEW COMMITTEE

AGENDA
JUNE 08, 2026 – 4:00 PM



Jo Siciliano (Seat 3), Chair

Karen Plante (Seat 2), Vice Chair

Christine Betts (Seat 1), Member

Robert Austin (Seat 4), Member

Laura Danowski (Seat 5), Member

Administration

Acting Town Manager Valerie Oakes

Board Liaison: Caryn Gardner-Young, Community Standards Director

Board Clerk: Gabriella Croasdaile, Assistant to the Town Clerk

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.

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.

COMMITTEE AGENDA ITEMS

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

ADDITIONS, DELETIONS, AND/OR MODIFICATIONS TO THE AGENDA

APPROVAL OF THE MINUTES

- [1.](#) Approval of minutes from the May 11, 2026 ULDC Meeting.

PUBLIC COMMENTS

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 12:00 p.m. (noon) 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 meeting will be live-streamed and close-captioned for the general public via our website, instructions are posted there.

REGULAR AGENDA

- [2.](#) Discussion regarding Pillars of Strategic Planning.

COMMITTEE MEMBER COMMENTS

Laura Danowski (Seat 5), Member

Robert Austin (Seat 4), Member

Christine Betts (Seat 1), Member

Karen Plante (Seat 2), Vice Chair

Jo Siciliano (Seat 3), Chair

CONFIRMATION OF THE NEXT MEETING DATE

3. Monday, July 13, 2026 at 4:00 P.M.

ADJOURNMENT

TOWN OF LOXAHATCHEE GROVES
TOWN HALL COUNCIL CHAMBERS
155 F. ROAD, LOXAHATCHEE GROVES, FL 33470
UNIFIED LAND DEVELOPMENT CODE REVIEW COMMITTEE
MINUTES
MONDAY MAY 11, 2026 4:06 PM – 5:57 PM



CALL TO ORDER

The May 11, 2026 meeting of the Unified Land Development Code (ULDC) Review Committee was called to order at 4:09 PM by Gabriella Croasdaile, Assistant to the Town Clerk

PLEDGE OF ALLEGIANCE

Assistant to the Town Clerk Croasdaile led the Committee in the Pledge of Allegiance.

ROLL CALL

The roll call was conducted by Assistant to the Town Clerk Croasdaile, with the following members present:

Present:

- Christine Betts – Committee Member (Seat 1)
- Karen Plante – Committee Member (Seat 2)
- Jo Siciliano – Committee Member (Seat 3) [Arrived during the meeting and was sworn in upon arrival]
- Robert Austin – Committee Member (Seat 4)
- Laura Danowski – Committee Member (Seat 5)

Staff Present:

- Caryn Gardner-Young – Community Standards Director/ Committee Liaison
- Gary Clough – Engineer
- Jeff Kurtz – Town Attorney
- Gabriella Croasdaile – Assistant to the Town Clerk / Board Clerk

ADDITIONS, DELETIONS, AND/OR MODIFICATIONS TO THE AGENDA

Two modifications were made to the agenda.

Community Standards Director Gardner-Young added two modifications to the agenda. She added Item 2a, to include the swearing in of Committee Member Christine Betts alongside the other new members. She added Item 7a, to address a directive from the Town Council received at the April 21, 2026 Council Meeting, requesting that the ULDC develop a definition of "rural," identify four to five community pillars, and suggest one or two community events. She indicated that she would distribute a written handout summarizing the Council's directive.

**MOTION: COMMITTEE MEMBER DANOWSKI/ COMMITTEE MEMBER AUSTIN
MOVED TO APPROVE THE AGENDA WITH THE MODIFICATIONS.
MOTION PASSED (4-0).**

APPROVAL OF THE MINUTES

03/09/2026 Unified Land Development Code Review Committee Meeting Minutes

**MOTION: COMMITTEE MEMBER AUSTIN/ COMMITTEE MEMBER DANOWSKI
MOVED TO APPROVE THE 03/09/26 UNIFIED LAND DEVELOPMENT
CODE REVIEW COMMITTEE MEETING MINUTES. MOTION PASSED (4-0).**

PUBLIC COMMENTS

Public comment received from James Borsus showing his support for nurserymen and those who have landscape services.

Public comment received from Jim Frogner stating his concerns for businessmen who don't necessarily fit into the Town's code. That he would like to use his experience in rewriting code to include these people in the Town's code.

REGULAR AGENDA

Swearing in of New Member – Laura Danowski/ Swearing in of Christine Betts

Committee Member Danowski and Committee Member Betts were sworn in, and their oaths of office were executed.

Swearing in of New Member – Jo Siciliano

Committee Member Siciliano was sworn in and her oath of office was executed.

Appointment of Chair and Vice Chair

The committee initially voted to defer the item until after Committee Member Siciliano's arrival. Upon her arrival, the appointments proceeded.

MOTION: COMMITTEE MEMBER PLANTE/ COMMITTEE MEMBER AUSTIN MOVED TO NOMINATE JO SICILIANO AS CHAIRPERSON FOR THE ULDC. MOTION PASSED (3-2). WITH COMMITTEE MEMBER DANOWSKI AND COMMITTEE MEMBER BETTS DISSENTING.

MOTION: CHAIRPERSON SICILIANO/ COMMITTEE MEMBER DANOWSKI MOVED TO NOMINATE KAREN PLANTE AS VICE CHAIR. MOTION PASSED (5-0).

Discussion of Line of Sight

Director Gardner-Young discussed the issuance of courtesy letters related to line-of-sight concerns by code enforcement, which led the Town Council to request that the ULDC consider amending existing provisions.

Gary Clough, Town Engineer, presented revised drafts and diagrams, focusing on changing measurement standards from right-of-way lines, which are often ambiguous due to easements, to the edge of pavement with a 10-foot offset for simplicity. He stated that the proposed dimensions for line-of-sight measurements are 25 feet for street-to-street and a 10-foot corner clip for driveway-to-street.

There was ongoing debate on whether enforcement should be driven by complaints or be proactive, considering the town's complex road conditions. While enforcement is currently paused, it could resume if the Council designates it as a life-health-safety issue. The discussion also addressed the impact on trails, notably the sight triangles on canal-side equestrian trails, affecting multiple properties.

Attorney Kurtz highlighted that property owners might need to comply, as this is an essential safety concern.

Public comment received from Jim Frogner stating his approval for the proposed line of sight/ sight triangles.

Public comment received from James Borsus where he states that the proposed regulations are pretty standard that the only suggestion would be to reconsider the height of branches for residents who ride horses.

MOTION: COMMITTEE MEMBER AUSTIN / COMMITTEE MEMBR DANOWSKI MOVED TO ACCEPT 25 FT STREET – TO – STREET AND 10 FT CLIP FOR DRIVEWAYS, WITH THE NOTION THAT LINE OF SIGHT BE COMPLAINT DRIVEN. MOTION PASSED (3-2) WITH CHAIRPERSON SICILIANO AND VICE CHAIR PLANTE DISSENTING.

Discussion of Sign Code

Town Attorney Kurtz provided an overview of the draft sign code ordinance previously developed by the prior committee composition, with the significant caveat that the ordinance cannot be advanced to the Planning and Zoning Board until at least October 1, 2027, due to restrictions imposed by Florida Senate Bill 180. That legislation prohibits municipalities from proposing more restrictive sign regulations within a defined period following a hurricane disaster declaration in the county. He summarized the principal features of the draft ordinance.

Committee members raised questions about the practical implications of requiring permits for temporary real estate signs, the elimination of monument signs in the AR district, and the feasibility of the 9-square-foot primary sign limitation.

Attorney Kurtz noted that all of these provisions remain open for further discussion before the October 2027 effective date.

The committee took no formal action on the sign code and will revisit it at a future meeting.

Discussion of Possible Code Amendments for Chair to Present to Town Council/ Discussion – Council Directive: Definition of Rural, Community Pillars, and Community Events

Director Gardner-Young summarized the Town Council's directive from the April 21, 2026, Council Meeting: ULDC must develop a definition of "rural," identify four to five pillars to support rural lifestyle quality and property values, and suggest ways to promote the community. This directive applies to all Town Committees, with the Chair to present recommendations in July.

Committee thoughts included: exploring the Southern Boulevard corridor revamp's impact and define unwanted developments like large-scale commercial operations on agricultural-zoned properties; others wanted to limit commercial vehicles on residential-agricultural parcels; support for the linear parks and trail connectivity, possibly reducing through-traffic, citing F Road's closure as an effective example.

Ms. Betts highlighted wildlife lighting standards as a priority.

Director Gardner-Young advised reviewing the ULDC use table for the next meeting's code amendment prioritization.

Attorney Kurtz mentioned a possible Loxahatchee Avenue closure discussion at an upcoming Council agenda.

COMMITTEE MEMBER COMMENTS

There were no comments from the Committee Members at the end of the meeting.

CONFIRMATION OF THE NEXT MEETING DATE

There was confirmation that the next meeting will be on Monday, June 8, 2026.

ADJOURNMENT

The meeting adjourned at 5:57 P.M. With a motion from Committee Member Danowski and second from Committee Member Plante. Motion passed (5-0).

ATTEST:

**TOWN OF LOXAHATCHEE GROVES,
FLORIDA**

Jo Siciliano,
Unified Land Development Code Chairperson

Gabriella Croasdaile,
Assistant to the Town Clerk



TOWN OF LOXAHATCHEE GROVES UNIFIED LAND DEVELOPMENT COMMITTEE AGENDA ITEM MEMORANDUM

Item 2.

TO: Unified Land Development Committee
FROM: Valerie Oakes, Acting Town Manager
DATE: June 8, 2026
SUBJECT: Discussion Regarding Pillars of Strategic Planning

Legal Sufficiency: N/A

Background:

Per the Town Council's direction, the Town's Boards and Committees have been tasked with participating in a strategic visioning initiative focused on defining the Town's rural character, identifying strategic pillars that support the overarching goals of preserving quality of life and protecting resident property values, and developing concepts and initiatives that promote and encourage those objectives.

The proposed worksheet is intended to facilitate meaningful discussion and constructive feedback regarding the future of the Town of Loxahatchee Groves, including, but not limited to, the following:

- Defining what the term "rural" means within the context of the community;
- Identifying strategic pillars that support quality of life, community identity, and protection of resident property values;
- Encouraging concepts, initiatives, and long-term planning efforts that preserve and promote the Town's rural character and overall community vision;
- Identifying priorities, projects, and initiatives Boards and Committees would like the Town Council to consider for future planning, policy direction, and implementation; and
- Establishing a more unified and collaborative strategic planning framework among Boards, Committees, staff, and the Town Council.

The worksheet is intended to serve as a planning and discussion tool and may assist in identifying common themes, community priorities, and long-term strategic goals for the future of Loxahatchee Groves.

Recommendation/Motion:

Discuss the worksheet between the committee liaison and chair for presentation to Town Council at the June 16 meeting.

Attachments: Strategic Planning Worksheet

TOWN OF LOXAHATCHEE GROVES

Strategic Visioning & Priorities Worksheet

PURPOSE

The purpose of this worksheet is to assist the Town Council, advisory boards, and committees in identifying priorities, initiatives, and long-term goals for the future of the Town of Loxahatchee Groves. This exercise is intended to promote collaborative planning efforts focused on preserving the Town's unique rural character and enhancing overall quality of life for current and future generations.

SECTION 1 — DEFINING “RURAL” IN LOXAHATCHEE GROVES

In your opinion, what does the term “rural” mean within the context of the Town of Loxahatchee Groves?

Consider: community identity, agriculture and equestrian lifestyle, open space preservation, roadway character, environmental preservation, density, and community values.

Response:

SECTION 2 — STRATEGIC PILLARS

Identify three (3) to four (4) major strategic pillars that support the Town's overall vision, quality of life, and protection of resident property values.

Examples: Rural Preservation, Infrastructure & Drainage, Public Safety, Community Engagement, Agriculture & Equestrian Support, and Government Transparency.

Response:

SECTION 3 — COMMUNITY CONCEPTS & INITIATIVES

Identify one (1) to two (2) concepts, programs, initiatives, or ideas that could help promote or encourage the strategic pillars identified above.

Examples may include, equestrian trail systems, agricultural education, agritourism branding, historic preservation initiatives, or community events.

Concept / Initiative #1:

Concept / Initiative #2:

SECTION 4 — BOARD PRIORITIES & REQUESTS TO TOWN COUNCIL

Please identify projects, initiatives, policies, or priorities that your board or committee believes should be requested of the Town Council for consideration.

Priority Requests:

1.

2.

3.

4.

5.

SECTION 5 — ADDITIONAL COMMENTS OR IDEAS

Please provide any additional comments, recommendations, concerns, or ideas related to the future of Loxahatchee Groves.

SUBMITTED BY

Board/Committee:

Name:

Date:



This is supplement to the agenda

TOWN OF LOXAHATCHEE GROVES UNIFIED LAND DEVELOPMENT COMMITTEE MEETING AGENDA ITEM MEMORANDUM

TO: Unified Land Development Committee of the Town of Loxahatchee Groves
FROM: Caryn Gardner-Young, Development Standards Director
DATE: June 8, 2026
SUBJECT: 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 RV permitted. Then the Town Council formalized an RV program, through Ordinance 2024-07 which was adopted September 18, 2024. 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 Ordinance is attached.

Ordinance 2026-01 was presented for first reading at the June 2nd 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.

Ordinance No. 2024-07 is attached for your reference, as rather than amending the current Article 92, Town Staff is proposing to repeal that language and enact a new Article 92.

Recommendation/Motion:

Review, Discussion and Recommendation for Ordinance 2026-01

Attachments:

1. Ordinance 2024-07
2. Ordinance 2026-01

TOWN OF LOXAHATCHEE GROVES

ORDINANCE NO. 2026-01

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, REPEALING ARTICLE 92 “RECREATIONAL VEHICLES” OF THE UNIFIED LAND DEVELOPMENT CODE AS ESTABLISHED BY ORDINANCE NO. 2024-07; AND AMENDING PART III “SUPPLEMENTAL REGULATIONS” OF THE UNIFIED LAND DEVELOPMENT CODE TO ENACT A NEW ARTICLE 92 "RECREATIONAL VEHICLES"; PROVIDING FOR CONFLICTS, 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 Council adopted Ordinance No, 2024-07 on September 18, 2024, repealing Section 20-050 “Recreational Vehicles” and establishing Article 92 “Recreational Vehicles” of the Unified Land Development Code, which has yet to be codified; 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 Article 92 “Recreational Vehicles” within Part III “Supplemental Regulations” of its Unified Land Development Code as established by Ordinance No. 2024-07.

Section 3. The Town of Loxahatchee Groves hereby amends Part III “Supplemental Regulations of its Unified Land Development Code by enacting a new Article 92 "Recreational Vehicles" to read as set forth in the attached and incorporated Exhibit A.

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 take effect immediately upon adoption.

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ON FIRST READING, THIS 2ND DAY OF JUNE, 2026.

Councilmember offered the foregoing ordinance. Councilmember

seconded the motion, and upon being put to a vote, the vote was as follows:

VOTE

LISA EL-RAMEY, MAYOR

MANISH SOOD, VICE MAYOR

ANITA KANE, COUNCIL MEMBER

Ordinance No. 2026-01

PAUL T. COLEMAN II, COUNCIL MEMBER _____

WILLIAM “JOE” STEPHENS, COUNCIL MEMBER _____

PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN LOXAHATCHEE GROVES, ON SECOND READING AND PUBLIC HEARING, THIS __ DAY OF _____, 2026.

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

	<u>VOTE</u>
LISA EL-RAMEY, MAYOR	_____
MANISH SOOD, VICE MAYOR	_____
ANITA KANE, COUNCIL MEMBER	_____
PAUL T. COLEMAN II, COUNCIL MEMBER	_____
WILLIAM “JOE” STEPHENS, COUNCIL MEMBER	-----

**TOWN OF LOXAHATCHEE GROVES,
FLORIDA**

ATTEST:

Mayor Lisa El-Ramey

Town Clerk

Vice Mayor, Manish Sood

APPROVED AS TO LEGAL FORM:

Councilmember Anita Kane

Town Attorney

Councilmember Paul T. Coleman II

Councilmember William “Joe” Stephens

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.

(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

(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).

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>

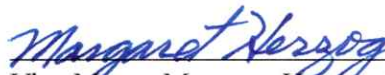
PASSED AND ADOPTED BY THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, ON SECOND READING, THIS 18th DAY OF SEPTEMBER, 2024.

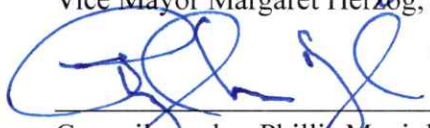
ATTEST:


Town Clerk

**TOWN OF LOXAHATCHEE GROVES,
FLORIDA**

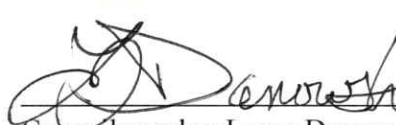

Mayor Anita Kane, Seat 3


Vice Mayor Margaret Herzog, Seat 5


Councilmember Phillis Maniglia, Seat 1

APPROVED AS TO LEGAL FORM:


Office of the Town Attorney


Councilmember Laura Danowski, Seat 2


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.