



155 F Road Loxahatchee Groves, FL 33470

TO: Town Council

FROM: Richard Gallant, Public Works Director – Flood Plain Administrator

VIA: Francine Ramaglia, Town Manager

DATE: September 3, 2024

SUBJECT: Discussion of Revisions to Section 130-035 ULDC

Background: The Town Council of the Town of Loxahatchee Groves expressed interest to staff in determining if there was a way to streamline certain activities that might occur on equestrian or agricultural properties throughout the Town while keeping the Town in good standing with FEMA and the NFIP. After the Public Works Director/Flood Plain Administrator consulting with FEMA, neighboring agencies, and various engineers; staff presents the following recommended changes to Section 130-035. Additionally, two minor engineering permits will be established to permit de minimis site development work to be completed within the Town in a new streamlined process.

The basis of the work allowance includes the ability for a property owner to rehabilitate sections of their property providing they do not change the elevation of the section being worked on more than one inch. This will provide the ability for property owners to fill in holes created by weathering, livestock, vehicles, or equestrian assets. This will also provide acceptable auditable documentation in the event of an audit by County, State, or Federal agencies.

The first minor engineering permit would address property components outside of sand rings to include minor adjustments to paddocks and driveways, or construction or expansion of sheds, patios, pools, other similar areas on the property. This permit would be limited to an area of 500 square feet. Additional information would require the material type be indicated on the application.

The second minor engineering permit would solely address issues in sand rings. This permit would provide a means for property owners to recover or re-bed sand rings through the addition or replacement of existing bedding materials. The reason for the separate permits is sand rings are unique and contain a material different than that used in the rest of a property. The scope, material, and depth of replacement would need to be included. The primary purpose of this permit is to repair an existing sand ring, but new sand rings will be considered through this process if the initial and final ground elevations are not changed.

Both of these permits would require an application with basic property information as well as the scope of the work to be permitted. Additionally, the applicant would need to provide a topographic survey with a 40-foot elevation grid for the affected area. This survey would need to be provided before the project is started and after the project is completed prior to final inspection. The duration of the project is requested as part of the application process. The purpose for the project duration request is when a concerned resident contacts the Town regarding the project, they can be provided accurate information for the anticipated completion or even the very existence of a permit. The proposed engineering plan will be required to indicate the proposed current and proposed elevations and calculations signed and sealed by a licensed design professional indicating the proposed work will not impact the floodplain and the final proposed elevations are the same or lower than what was originally permitted.

For both permits types a final inspection would be required to close out the permit.

Providing the information submitted is correct and addresses all the permit conditions indicated on the permit application, the review process should be expedited. As with all permits, if the application is incomplete or contains inaccurate or incorrect information; the review will be delayed.

Separate tree removal/mitigation permits will still be required. If the scope of the work is outside the limited scope of these minor permits, a site development permit will be required.

Recommendations: Review applications and proposed Section 130-35 modifications and discuss.