

Updated: June 2024

TOWN OF LAKE PARK

CODE MANUAL



The information contained within this Code Manual is not all-inclusive of all Town Code regulations and is subject to revision and may not reflect the most up-to-date information available, as Codes are constantly updated. Should you encounter any inconsistencies, or require additional information, please contact (561) 881-3321 for clarification.

This Code Manual was prepared by the Community Development Department of the Town of Lake Park, Florida.

The Town of Lake Park
Community Development Department
Code Compliance Division
535 Park Avenue
Lake Park, FL 33403
561-881-3321

Visit us 24/7 on the Web at:
www.lakeparkflorida.gov



TO OUR RESIDENTS

Please accept this Manual as an overview and explanation of the Town of Lake Park Codes. The Town Commission adopts regulations known as the *Code of Ordinances*, in order to provide for your health, safety and welfare, while also protecting and enhancing the community’s appearance. Neglected properties depreciate property values and increase the tax burden on all of us; plus they seem to be magnets for vandalism and crime. If we all do our part and work together, we can preserve and improve our property values, enhance and promote the general health, safety and welfare of the community, and improve the aesthetics of the Town of Lake Park, creating a great quality of life for everyone!

If you have any questions or concerns, please do not hesitate to contact us. Thank you for doing your part to make Lake Park an even better place to live, work and play.

Nadia Di Tommaso
Community Development Director
561-881-3319

NOTE: This Code Manual does not include the full list of regulations available in the Town Code of Ordinances. It simply addresses certain topics of interest and reflects the information available at the time of publication (information is subject to change). For a full list of regulations, please visit: https://library.municode.com/fl/lake_park/codes/code_of_ordinances

IMPORTANT TOWN TELEPHONE NUMBERS

- Administration..... 561-881-3300
- Town Clerk’s Office..... 561-881-3311
- Finance Department.....561-881-3350
- Community Development Department.....561-881-3318
- Code Compliance Division.....561-881-3321
- Special Events Department..... 561-840-0160
- Recreation Department561-881-3338
- Public Works Department561-881-3345
- Lake Park Library.....561-881-3330
- Lake Park Marina561-881-3353
- Town Attorney.....561-650-8233
- PBC Fire Rescue Station 68.....**911**
- Non-Emergency (1000 Park Avenue).....561-840-4581
- Palm Beach County Sheriff’s Office.....**911**
- Non-Emergency (PBSO Headquarters).....561-688-3466

TOWN ELECTED OFFICIALS

561-881-3300 ext. 300

Roger Michaud, Mayor
rmichaud@lakeparkflorida.gov

Kimberly Glas-Castro, Vice-Mayor
kglas-castro@lakeparkflorida.gov

Michael J. Hensley, Commissioner
mhensley@lakeparkflorida.gov

Mary Beth Taylor, Commissioner
mtaylor@lakeparkflorida.gov

Judith Thomas, Commissioner
jtaylor@lakeparkflorida.gov

Table of Contents

Page

IN THE EVENT OF A CODE VIOLATION:

If the violation has not been brought into compliance within the allotted time, the property owner (*or assigned representative*) is required to appear before the Special Magistrate at a Special Magistrate Hearing. These quasi-judicial hearings are conducted similar to court proceedings, and may result in a daily fine of up to \$250.00 per day, per violation, plus Administrative Costs, or in the case of a repeat violation, the imposition of a daily fine of up to \$500.00 per day, plus Administrative Costs.

A repeat violation, life safety issue, non-repairable or irreversible violation can be scheduled immediately for presentation before the Special Magistrate.

If you have received a Code Compliance Warning Notice/Notice of Violation/Notice of Hearing and you have any questions, please call the Code Compliance Office at (561) 881-3321 as soon as possible.

Code complaints may be called into The Code Compliance Office Monday through Friday between the hours of 8:30 a.m. and 5:00 p.m. It is important to have the exact street address of the Property where the possible Code Violation exists.

**ONLY IN THE EVENT OF A LIFE-SAFETY ISSUE,
CODE COMPLAINTS MAY REMAIN ANONYMOUS**

Alcohol.....	4
Trash Pick-Up and Recycling Pick-Up Schedule.....	5
Boats, Trailers, RV's and Other Vehicles.....	6
Building Permits.....	7
Buildings and Structures Maintenance.....	8
Business Tax Receipts.....	9
Start or Open a Business in Lake Park	9
Commercial Motor Vehicles.....	10
Display of Address Numbers.....	10
Fences and Walls in Residential Areas.....	11
Garage or Yard Sales.....	12
Historic Buildings.....	13
Hurricane Shutters.....	14
FEMA Information.....	15
Landscaping.....	17-18
Lawn and Yard.....	19
Motor Vehicles in Residential Areas.....	20
Nuisances and Abatement.....	21
Outdoor Storage.....	22
Pools and Decks.....	23
Code Compliance Procedures	24
Prohibited Parking.....	25
Roll-Off Debris Removal.....	26
Signs.....	27
Special Regulations for Animals.....	28
Swale Maintenance.....	28
Watering.....	29
In the Event of a Code Violation	30
Important Town Telephone Numbers.....	31
Elected Town Officials.....	31

ALCOHOL



Consumption and possession of alcoholic beverages in unlicensed commercial establishments, public parking lots and public places is prohibited.

Drinking alcoholic beverages in the parking lot or in the street is **STRICTLY PROHIBITED** and subject to a \$500 fine or 60 days in jail, or both.

The sale of alcohol for any purpose is prohibited from 2:00 a.m. to 7:00 a.m. every day, including Sunday, with the exception of December 31st, New Year's Eve, when the sale of alcohol is prohibited between the hours of 5:00 a.m. - 7:00 a.m.

Alcohol sales within 500 feet of any elementary, middle, high or secondary school are prohibited. The only exceptions are businesses located in the Park Avenue Downtown District. Alcohol sales in Kelsey Park and the Lake Park Harbor Marina require a Special Event Permit.

WATERING

Water conservation measures are established by the South Florida Water Management District (SFWMD). This Manual reflects the water conservation measures that are in effect at the time of publication.

YEAR-ROUND WATER CONSERVATION MEASURES

- Odd-numbered addresses may irrigate only on Wednesdays and/or Saturdays.
- Even-numbered addresses or other locations without an address, may irrigate only on Thursdays and/or Sundays.

IF YOUR ADDRESS ENDS IN...	MONDAY	TUESDAY	WEDNESDAY 5PM - 9AM ONLY	THURSDAY 5PM - 9AM ONLY	FRIDAY	SATURDAY 5PM - 9AM ONLY	SUNDAY 5PM - 9AM ONLY
1, 3, 5, 7, 9							
0, 2, 4, 6, 8							

For more information, please contact the
South Florida Water Management District
 Water Conservation Helpline @ 1-800-662-8876
 or visit www.sfwmd.gov

SPECIAL REGULATIONS FOR ANIMALS

- No animals are allowed in Town Parks, with the exception of the Lake Park Marina.
- A maximum of 6 domesticated household pets are allowed.
- Dogs must remain on a leash at all times. All droppings must be cleared. All dogs and cats over 4 months old must have a tag and appropriate vaccinations.
- No animals are allowed to run loose anywhere in Town unless attended by their human. **LIVESTOCK IS NOT ALLOWED (CHICKENS, ROOSTERS, ETC.)**
- **Humans must pick up after their pets at all times!**



SWALE MAINTENANCE

A Swale Permit issued by the Public Works Department is required for trees, vegetation and/or decorative markers or other improvements, landscaping, structures or objects that are planted, installed, removed, constructed or placed in the swale.

All grass and sod or any other ground cover may not exceed 6 inches in height, and must be **maintained by the property owner.**

TRASH PICK-UP

Trash may be placed outside after 4:00 p.m. the day prior to pick-up, or before 7:30 a.m. the day of pick-up.

****All sanitation bins shall be stored away following pick-up****



If trash or garbage pick-up falls on a Town observed Holiday, pick-up will be the following work day.

Only containers designated by Public Works are permitted and must be placed within 6 feet of the street or walkway.

If Vegetation or Bulk Trash is put out before or after the designated times, pick-up is not guaranteed and **will result in a Special Pick-up Fee.**

ILLEGAL DUMPING IS PROHIBITED: It is unlawful to dispose of or discard any garbage, trash or litter on property owned or controlled by another person. This is considered illegal dumping and **is subject to a sanitation fine and may be subject to a Code Compliance Fine of \$250.00.**

TOWN OF LAKE PARK TRASH/RECYCLING PICKUP SCHEDULE		
MONDAYS	WEDNESDAYS	THURSDAYS
GRAY GARBAGE CANS	RECYCLABLES ONLY	GRAY GARBAGE CANS
	Mixed Paper Container 	
	Commingled Container 	
Bagged Leaves, Bagged Grass Clippings, Stacked Yardwaste & Vegetation Special Pickups - Vegetation Only		Bulk Trash, Appliances, Carpeting, White Goods Special Pickups - Bulk Trash Only



BOATS, TRAILERS, RV'S AND OTHER VEHICLES

- Motor homes, RV's, travel/camping trailers and boats being prepared for use may not be parked in a driveway for more than 48 hours.
- For long-term storage, all of the vehicles mentioned above as well as cargo trailers must be parked on the side of the building/house behind the front setback and screened from neighbors' view by a fence or landscaping at least 6 feet high.
- All vehicles, stored on the property shall have a current license plate or valid vehicle registration decal attached at all times.
- Only one of each type of vehicle may be stored at one time. One alternate type of vehicle may also be stored at the same time, with a maximum of two (2) vehicles at any time.
- All boats must be stored on a boat trailer

Please see Page 22 for additional Outdoor Storage Regulations.

SIGNS



Please refer to Chapter 70 of the Code of Ordinances for the regular Sign Code, or contact the Town Planner at 561-881-3320 for more information.

Additional Regulations for Northlake Boulevard can be found in Chapter 78, Appendix A, Article I of the Town Code.

All signs, including window signs, require a sign permit. Mounting, engineering or electrical work requires a separate building permit application.

As a new business or in-Town relocation incentive, there is no fee for temporary new business or in-Town relocation signage, **although a permit must be applied for prior to installation via the standard permitting process.**

Please contact the Town Planner at (561) 881-3320 for more detailed information.

ROLL-OFF DEBRIS REMOVAL



Construction sites require roll-off containers and they must be kept safe and clean at all times. Pursuant to franchise agreements, residents and businesses engaging in construction projects in the Town of Lake Park are required to use the following providers for the removal of construction debris (please refer to your permit documents for the most up-to-date list of providers):

COASTAL WASTE & RECYCLING, INC.
954-985-6750

S&S WASTE
561-340-3111

WASTE MANAGEMENT, INC. OF FLORIDA
(561) 547-4000

***THE TOWN OF LAKE PARK PUBLIC
WORKS DEPARTMENT DOES NOT PICK
UP CONSTRUCTION DEBRIS***

BUILDING PERMITS

A Building Permit is required for all new construction, alterations, installations or any other change to a property. Examples are windows, fences, walls, doors, shutters, plumbing, electrical, landscaping, engineered signage, and more. Please call us before you begin at 561-881-3318 if you need help or are unsure if a building permit is required (to avoid any potential penalties).

**BUILDING PERMITS ARE ISSUED BY THE
COMMUNITY DEVELOPMENT DEPARTMENT
(located on the ground floor of Town Hall)**



All hired contractors must be licensed, insured and registered with the Town of Lake Park and the State of Florida and/or Palm Beach County prior to beginning work in the Town.

Permit applications change periodically. Please refer to the Community Development Department page on the Town Website at: www.lakeparkflorida.gov or visit us in person at 535 Park Avenue between the hours of 8:30am – 5:00pm for a copy of the latest Building Permit Application Form & C.A.P. Submittal Guide. All building permits must be applied for through our **C.A.P. Portal at www.capfla.com**. Please call 561-881-3318 to determine if a permit is required, or for any other questions you may have.

PLEASE NOTE: Work done without a building permit is subject to a Stop Work Order and a penalty of three (3) times the permit fee.



BUILDINGS AND STRUCTURES MAINTENANCE

All buildings and structures must be kept safe and sanitary

- Building and structure exteriors must be kept clean and neat, without stains, mold, mildew, peeling paint, discoloration, graffiti, and general disrepair. They must not have missing windows, doors, or railings.
- **Vacant/abandoned bank-owned properties are required to register with the Town, pursuant to Town Ordinance No. 05-2011.**
- Driveways, private sidewalks, and parking areas shall be maintained without discoloration or deterioration.
- Fences, walls, and fascia boards must be sound and kept in their original condition with no discoloration, staining or peeling paint.
- Hedges shall be trimmed and maintained in a healthy and neat condition; and shall not extend onto or over public or adjoining private properties or road rights-of-way.
- Plywood on windows is prohibited unless the home is abandoned and vacant and a building permit is issued to ensure installation compliance

PROHIBITED PARKING



“NO PARKING” AREAS INCLUDE (in part):

- On-street parking on any portion of Park Avenue, except in designated parking spaces
- Service Alleys behind 7th – 9th Street Blocks, except in designated parking spaces
- East Side of Miller Way, Reed Road, Brant Road, and 12th - 15th Streets
- South side of Newman Road and Kinetic Road
- On 10th Street between Park Avenue and Northlake Boulevard and on Water Tower Road, Gateway Road, South Killian Drive, West Killian Drive, North Killian Drive and 10th Court
- On Lake Shore Drive, except in designated parking spaces. No parking commercial vehicles, trailers, boats trailers or RV’s.
- Between Lake Shore Drive and Federal Highway, no parking shall be permitted on the following roadways: Cypress Drive, Date Palm Drive, Evergreen Drive, Foresteria Drive, Hawthorne Drive, E. Ilex Drive, except in designated parking spaces along Greenbriar Drive and Foresteria Drive.
- In public parks or public median areas (i.e. middle sections of any roadway), except in designated parking areas
- On swales at any time: The only exception is in swale areas adjacent to single-family and duplex lots (but for the first block west of Federal Highway from Palmetto on the north side to Silver Beach on the south side) whereby parking is permitted from 6:00pm until 8:00am the following day.
- **ALL VEHICLES IMPROPERLY PARKED, OR LEFT UNATTENDED, OR DISABLED FOR MORE THAN 24 HOURS WILL BE TOWED AT OWNER’S EXPENSE. (PRIORITY TOWING 561-533-5573 – PLEASE CONTACT A CODE COMPLIANCE OFFICER)**

For a complete list of NO PARKING areas, please visit [Chapter 30](#) in the Town Code: www.municode.com/library/fl/lake_park

CODE COMPLIANCE PROCEDURES



The Town's code enforcement actions ensure the maintenance and enhancement of property values, and assist property owners and tenants with compliance actions within the allowed time. **Code Compliance Warnings, Notices of Violation, or a Notice of (Special Magistrate) Hearing** are issued by Town Code Compliance Officers.

A Notice of Violation is a formal notice that a code violation exists on your property. The Notice will specify the Code Section(s) in violation and will indicate the number of days given for corrective action. **If you receive a Warning or Notice of Violation and have corrected the violation, it is your responsibility to contact the Code Compliance Office at 561-881-3321 in order to request a re-inspection of your property PRIOR TO THE COMPLIANCE DATE.** Failure to comply with the Notice of Violation will result in the issuance of a Notice of Hearing, indicating a Special Magistrate Hearing date. A re-inspection of the violation(s) prior to the Hearing will determine compliance and whether the code violation will be closed prior to the Special Magistrate Hearing. **Once a Special Magistrate Hearing has taken place, it is your responsibility to contact the Code Compliance Office upon compliance to request a re-inspection PRIOR TO THE COMPLIANCE DATE.** In the event you do not comply by the ordered compliance date, a daily fine will begin to accrue and a lien will be placed against your property for the fine amount and Administrative Costs, plus interest. The daily fine will continue to accrue until the Code Officer has determined that you have corrected the code violation and issued an Affidavit of Compliance.

BUSINESS TAX RECEIPTS



A Business Tax Receipt-**BTR** (formerly Occupational License) must be obtained from the Town within 30 days of opening or establishing a business, profession or occupation within the Town, including a home occupation. Please note that this is a tax and a verification of use & occupancy, not a license. Also note, a BTR is required for rental property (and this process is separate from the process outlined below). Please inquire within by calling 561-881-3318.

START OR OPEN A BUSINESS IN LAKE PARK

STEP 1: Apply for a Zoning Certificate at Town Hall to cover Zoning approval and Fire and Zoning inspections. An application fee will be collected, and Palm Beach County will bill you separately for the Fire Inspection.

STEP 2: The Business Tax Receipt (BTR) application must include a copy of the Palm Beach County Business Tax Receipt; a copy of the Fictitious Name Registration or a copy of the Articles of Incorporation filed by mail or on-line at www.sunbiz.org. A fictitious name is not required if the full name of the applicant is included in the business name. The *Business Tax Receipt Inspection Approval Form*, which may be obtained from the Community Development Department, must also be submitted with the BTR application.

STEP 3: Upon approval, your BTR will be mailed to the address provided. The business owner is responsible for renewing their BTR by the 1st of October every year, while the business remains active.

If there is a change in the ownership, location, or type of use, the business owner must notify the Town and file new paperwork, along with the applicable fee. A location or use change requires zoning approval FIRST.

COMMERCIAL MOTOR VEHICLES

Commercial vehicles may not park or stand at any time in any residential area unless actively engaged in delivery or repair services, including the public streets, rights-of-way, swales or alleys, or on any private property in any residential district unless drop-offs and pick-ups are permitted by Code.



No commercial motor vehicle traffic is allowed along Park Avenue, except public transportation buses.

Light vans, pickup trucks under one-ton, and automobiles, excluding taxicabs, are permitted in residential areas.

For additional detail on the *Parking of Commercial Vehicles in Residential Districts*, please visit Sec. 30-35 in the Town Code: https://library.municode.com/fl/lake_park/codes/code_of_ordinances/?nodeId=SPAGEOR_CH30TRMOVE_ARTIICOMOVE_S30-35PACOVEREDI.

DISPLAY OF ADDRESS NUMBERS

All buildings in Lake Park must have the building number on the front of the structure and visible from the street. Residential numbers must be at least 6 inches high. Non-residential numbers must be at least 8 inches high. A clear and visible address number enables Police and Fire-Rescue to locate your property in an emergency situation.



POOLS AND DECKS



A building permit is required for a swimming pool and/or deck. The property owner is responsible for the proper care and maintenance of the pool, including a safety barrier fence consisting of at least 5 feet, but no more than 6 feet, with gates that close automatically. Please call the Community Development Department at 561-881-3318 if you have any questions.

Swimming pools must be kept clean and sanitary, and be cleaned at least once each week with disinfectant agents, chemicals and/or proper pool cleansing materials. The pool water must be clear and completely circulated at least twice each week.

The rim of a swimming pool must be a minimum of ten (10) feet from the side and rear property lines. The pool deck must meet minimum setback requirements as set by the Town Code and determined by the Zoning District.

OUTDOOR STORAGE



Temporary Storage Units will require a permit to be stored on property (Max 90 days)

AT RESIDENTIAL LOCATIONS:

- Miscellaneous items such as tools, equipment, auto parts, furniture, appliances, building materials, tires, and landscape debris must remain stored within a fully enclosed building, i.e., a shed.
- Play sets, such as jumpers and seesaws, are not allowed in the front yard with the exception of a basketball hoop.

AT COMMERCIAL LOCATIONS:

- Outdoor storage within a utility or drainage easement, alley or street right-of-way, or within required off-street parking spaces is prohibited
- Outdoor storage of motor homes, recreational vehicles, boats and/or trailers on a site zoned for commercial use is limited to commercial exhibits and/or sales
- All other outdoor storage is prohibited

Exceptions to the Outdoor Storage Ordinance are barbeque grills, lawnmowers, children's toys, and sheds. Sheds require a building permit and must not exceed 8 feet in (internal) height (12 feet external height) and 144 SF in size. Sheds are limited to the side and rear yards.



FENCES AND WALLS IN RESIDENTIAL AREAS

- Sec. 78-115. - Maintenance.
 - (a) All walls and fences shall be maintained to provide a safe, healthy and finished appearance. There shall be no excessive leaning; gates shall be in working order with a straight and true appearance.
 - (b) All walls and fences shall be painted or stained on all sides sufficiently to maintain a finished and uniform appearance, prevent mildew from forming thereon and to protect the health of the persons on either side of the wall. The paint may be baked on before the wall or fence is first erected, or shall be painted on after the wall or fence has been erected and at such times thereafter as it shall be necessary to maintain a finished appearance. As an alternative, coloring may be applied to or incorporated into the wall or fence material before the wall is constructed. Walls and fences colored in this manner shall be cleaned, repaired and patched as necessary to maintain a finished appearance. Holes or broken areas of masonry shall be repaired. Deteriorated, rotted or broken wood slats or posts shall be replaced.
 - (c) All walls and fences shall be erected or constructed to present, face, or display the finished side of the wall or fence to the adjoining or abutting lot or right-of-way. When the wall or fence is located in a manner where both sides of the wall or fence are visible from a right-of-way, both sides of the wall or fence shall be finished.
- Side street walls and fences must be set back sufficiently from the sidewalk to allow for required landscaping. Chain link fabric is not permitted along the side street.

A BUILDING PERMIT IS REQUIRED FOR THE REPAIR & INSTALLATION OF FENCES

GARAGE OR YARD SALES FOR RESIDENTIAL PROPERTIES

A Garage Sale Permit, along with a \$5.00 Application Fee, is required from the Community Development Department.

- This permit is valid for two (2) consecutive days during daylight hours only for residential properties only (commercial/industrial properties must apply for a special event permit through the Special Events Department).
- Unpermitted sales are subject to a fine of \$50.
- Goods offered for sale or sold may be displayed in the garage or carport areas, but not the front lawn, yard or portion of driveway directly in front of the main building.
- Signage is permitted and must include the address of the sale site and the date of the sale. There is no limit to the number of signs, although ALL signs must be removed by 8:00 a.m. on the day immediately following the day of the sale, or Monday by 8:00 a.m. for weekend sales. Signs cannot be placed on utility poles or columns, trees, fences or similar structures and objects.
- Failure to properly place signs as noted above, failure to clearly mark the date and address of the sale on all signs, and/or failure to remove the signs by 8:00 a.m. as described above will result in an immediate \$50.00 fine.



NUISANCES AND ABATEMENT

A **nuisance** is any act that:

- Injures or endangers the comfort, repose, health or safety of others
- Offends decency
- Is offensive to the senses, including foul odors
- Interferes with the passage of any public or private street, highway, sidewalk, stream, ditch or drainage
- In any way renders other persons insecure in life or the use of property, including unmaintained lawns
- Interferes with the comfortable enjoyment of life and property, or depreciates the value of the property of others, including excessive trash, debris, broken windows or doors.

Abatement Procedure:

If an inspection reveals the presence of a **nuisance**, Code Compliance will notify the property owner that a nuisance exists by Certified Mail and/or by posting the property. The Notice to Abate will:

- Identify the nuisance and explain that it is the property owner's duty to eliminate the nuisance, or the Town may do so at the property owner's expense;
- Specify the corrective actions that must be taken to eliminate the nuisance and by what date and time;
- Advise the property owner that if the Town enters the property and abates the nuisance, that if abatement costs are not paid to the Town that an assessment lien will be placed on the property; and
- Advise the owner of the right to appeal the Town's determination of a nuisance.

****Abatements will result in an assessment lien being recorded against the property****



MOTOR VEHICLES IN RESIDENTIAL AREAS

Motor vehicles /trailers without a valid license plate or those that are dismantled or otherwise inoperable are **not** permitted to be stored on private or public property, unless it is one project car that is properly screened inside an enclosed garage or screened from neighbors view via 6 (six) foot solid fence or hedges.

Any kind of auto repair on private property is prohibited except:

Minor motor vehicle repairs like replacement of oil, coolant, filters, tires, belts, hoses, headlamps, bulbs and ignition components, battery charging, chassis lubrication and other tasks that take the same time and/or expense.

The following is **NOT** permitted:

Removal or replacement of any engine, transmission, differential or structural body part, paint/body work, or any other repair that is not completed in one day or less during daylight hours. These repairs may be performed on residential property only in an area that is fully screened with landscaping and a structural barrier from the neighboring properties, and complies with all regulations applicable to storage of a project/special purpose vehicle.

HISTORIC BUILDINGS

The following properties are historically designated and require a Certificate of Appropriateness to be filed with the Community Development Department **before** any type of exterior changes are made to the structure, including, but not limited to: alteration, restoration, hurricane protection, renovation, erection or demolition.

- *3rd Street – Lake Park Elementary School*
- *114 Bayberry*
- *230 Date Palm*
- *255 East Jasmine*
- *412 Evergreen*
- *505 Evergreen*
- *515 Evergreen*
- *Evergreen House*
- *227 Foresteria*
- *250 Foresteria*
- *304 Foresteria*
- *414 Greenbriar*
- *318 Hawthorne*
- *328 Hawthorne*
- *211 Park Avenue*
- *918 Park Avenue*
- *535 Park Avenue*
- *624 North Federal Highway (Kelsey House)*



HURRICANE SHUTTERS



A building permit is required for the installation of hurricane shutters.

Hurricane shutters used to secure property may not be put in place until an official hurricane or storm watch is in effect and must be removed no later than 28 days following the storm unless:

- an additional threat is officially confirmed
- No one is living in the residence and the shutters have been supplied by a licensed shutter manufacturer.

The installation of hurricane shutters is mandatory if an owner replaces 25% or more of existing windows that are not impact resistant.

For boarding up buildings and abandoned property requirements, please call the Code Compliance Department at (561)-881-3321.

*****Vacant and abandoned properties in default require the mortgage company to register with the Town and abide by all safety and maintenance standards. Please call Code Compliance.*****



LAWN AND YARD



Lawns and grass shall not be higher than 6 inches. All landscape areas must be weeded, watered, fertilized, trees pruned, lawns mowed and edged, and landscaping may not obstruct pedestrian or vehicular traffic.

Landscaping must be kept in good condition, and free from disease, insect pests, refuse and debris.

Proper irrigation is required.

Failure to comply may result in Town abatement procedures (see Abatement Procedures on Page 21)

LANDSCAPING (*continued*)

Tree Planting/Removal

- If a tree on private property is a **Protected** or **Specimen** tree (see definitions below), PLEASE call the Town Planner (561-881-3320) to verify before cutting as removing the tree may not be allowed.
 - **Protected tree.** A tree with a minimum caliper of four inches in diameter, one foot above the ground of the species Live Oak, Laurel Oak, Gumbo Limbo, Royal Poinciana, Banyan, and Mahogany.
 - **Specimen tree.** A tree with any individual trunk, which has a caliper larger than 12 inches. All nuisance trees listed in subsection 34-9(2)(e) are not considered to be specimen trees.
- The Town maintains the right to remove or have removed any dead or diseased trees on private property within the Town. LPC 34-12.

Swales

- All landscaping and beautification in the swale must be permitted and approved by Public Works (561-881-3345).
- It is the duty and obligation of all Town property owners and occupants to maintain all swale areas abutting, adjacent, or contiguous to their property in a good and proper, neat and clean condition.

IMPORTANT FEMA INFORMATION

The Town of Lake Park participates in the National Flood Insurance Program (NFIP), a federal program administered by the Federal Emergency Management Agency (FEMA) that enables property owners to purchase insurance protection against flooding losses. Since Lake Park properly manages a floodplain Ordinance, the Town's home and business owners are eligible to participate in NFIP and are eligible for a discount on flood insurance.

NFIP coverage is available to all owners of insurable property, including buildings and/or contents; owners and renters may insure their personal property; and builders of buildings in the course of construction, condominium associations, and owners of residential condominium units. A policy may be purchased from any licensed property insurance agent or broker in good standing with the State or through any agent representing a Write Your Own (WYO) company.

For more information about NFIP please visit:

FEMA LINKS

National Flood Insurance Program:

<https://www.fema.gov/flood-insurance/find-form/underwriting>

FEMA website: <http://www.fema.gov>

LANDSCAPING

The goal of the Town of Lake Park is to protect, preserve, and enhance the Town's natural environment and beauty through minimum requirements for landscaping and vegetation, so all properties are required to abide by the Town's Codes.

All non-conforming landscaping must comply with the Town Code requirements regardless of the date the property was developed.



Removal of the following protected trees is strictly prohibited without a permit:

- All mangrove trees located in the Town's coastal areas
- All Royal Palms in Kelsey Park.
- Banyan trees at the old Blakely House located on the northwest corner of North Federal Highway and Park Avenue.
- Protected and Specimen trees (see definitions on the following page).

HAT RACKING OR TREE TOPPING IS PROHIBITED and subject to a maximum fine of \$250 for each tree damaged.

