

Riviera Beach

**Community...
Pride
Respect
Preparedness**

*"The best waterfront city in which
to live, work and play"*



Code Enforcement Team



Riviera Beach Code Enforcement, left to right - Back Row: Insp. James Easley, Insp. Karen Stokes, Insp. Jean-Louis "Joe" Plante, Insp. John Johnson, Insp. Norman Williams; Front Row: Code Technician Jewel Driver, Code Administrator Natalie Moore, Esq., Code Field Supervisor Cheryl Bostic, Code Technician Ernestine DeGale

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CODE ENFORCEMENT OPERATIONS

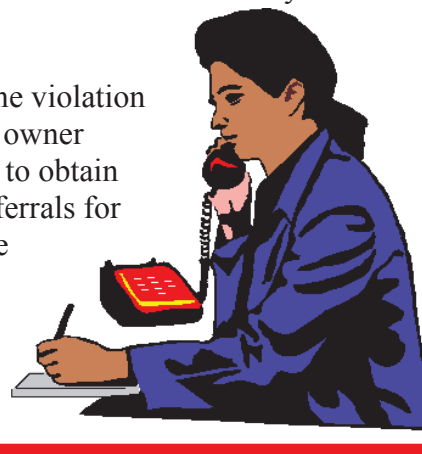
The City of Riviera Beach Code Enforcement Division is comprised of clerical staff, inspectors and administrative personnel. Together, they are responsible for upholding the various codes and ordinances that promote clean, safe, and attractive neighborhoods. These codes and ordinances have been adopted by the City Council.

The inspectors are assigned to specific areas of the City called **zones**. Each inspector is responsible for investigating complaints and initiating investigations on violations they observe in their zone. Complaints are generally answered in approximately two (2) working days. Emergencies that present a threat to the health and welfare of the community are handled immediately. Complaints and follow-up investigations on previously written violations have the highest priority.

Complaints may be called in to Code Enforcement Division between 8:30 a.m. and 5:00 p.m., Monday through Friday, by calling (561) 882-3505. Weekend hours are 7:00 a.m.-3:00 p.m. Please call the Code Enforcement Hotline at 840-0111 after hours and on weekends. If you call to file a complaint, please be sure to have on hand the **address where the violation is occurring**. This is important because all complaints are recorded by address.

Investigations of complaints may result in a notice being posted on the premises for the occupant or property owner or a notice of violation being issued to the violator. Notices of violation may be required by either city ordinance or state statute.

To avoid further penalties, violations must be corrected as directed on the violation notice. If additional time is needed to correct the violation, the property owner and/or occupant should submit an application for extension. Our goal is to obtain voluntary compliance. Most reasonable requests for extra time or for referrals for special assistance are granted, when possible. Extension applications are available on the city's website (www.rivierabch.com) or at the Code Enforcement Division office.



SUMMARY OF ENFORCEMENT ACTION

1. Courtesy Notice



This is an optional notice that informs the owner that a violation exists. It will explain the type of violation, and what action is necessary to correct the violation. It requests that corrective action be made within a given number of days. At the time of re-inspection, if the violation has not been corrected, the inspector will send the case to the next level of enforcement action.

2. Notice of Violation

This is an official notice declaring that a violation exists. This notice also explains the violation, the time period given for corrective action, and the type of corrective action needed. This notice is an order rather than a request.

Follow-up investigations will further document the status of the violation. If the violation is corrected, the case is closed. If the violation is not corrected, the case proceeds on a pre-determined path as outlined in Florida Statute 162.

The City may hire a contractor to correct specific types of health and safety violations; if the violation remains active in spite of repeated attempts to obtain voluntary compliance from the property owner or occupant. In such cases, the property owner will be billed for the expense of the corrective action plus an administrative fee. If the bill is not paid, the bill is recorded as a lien against the property. This type of corrective action may be used to correct violations such as: overgrown vacant lots, emergency boarding or securing of abandoned structures, and other similar safety hazards or maintenance violations.

PENALTIES

Those violation types that are not corrected by the property owner or by City contracted services are prepared for presentation before the Special Magistrate or to County Court.

1. Special Magistrate

The Special Magistrate is an attorney, in good standing with the Florida Bar, who is appointed by the City Council to serve in the capacity authorized under Chapter 162 of the Florida Statutes. He or she is authorized to hear and rule on evidence pertaining to charges of code enforcement violations as reported by the Code Enforcement Inspectors. These quasi-judicial hearings are conducted in the manner dictated by Chapter 162. Magistrates can issue fines up to \$250 a day for non-compliance, or up to \$500 a day for repeat violations.

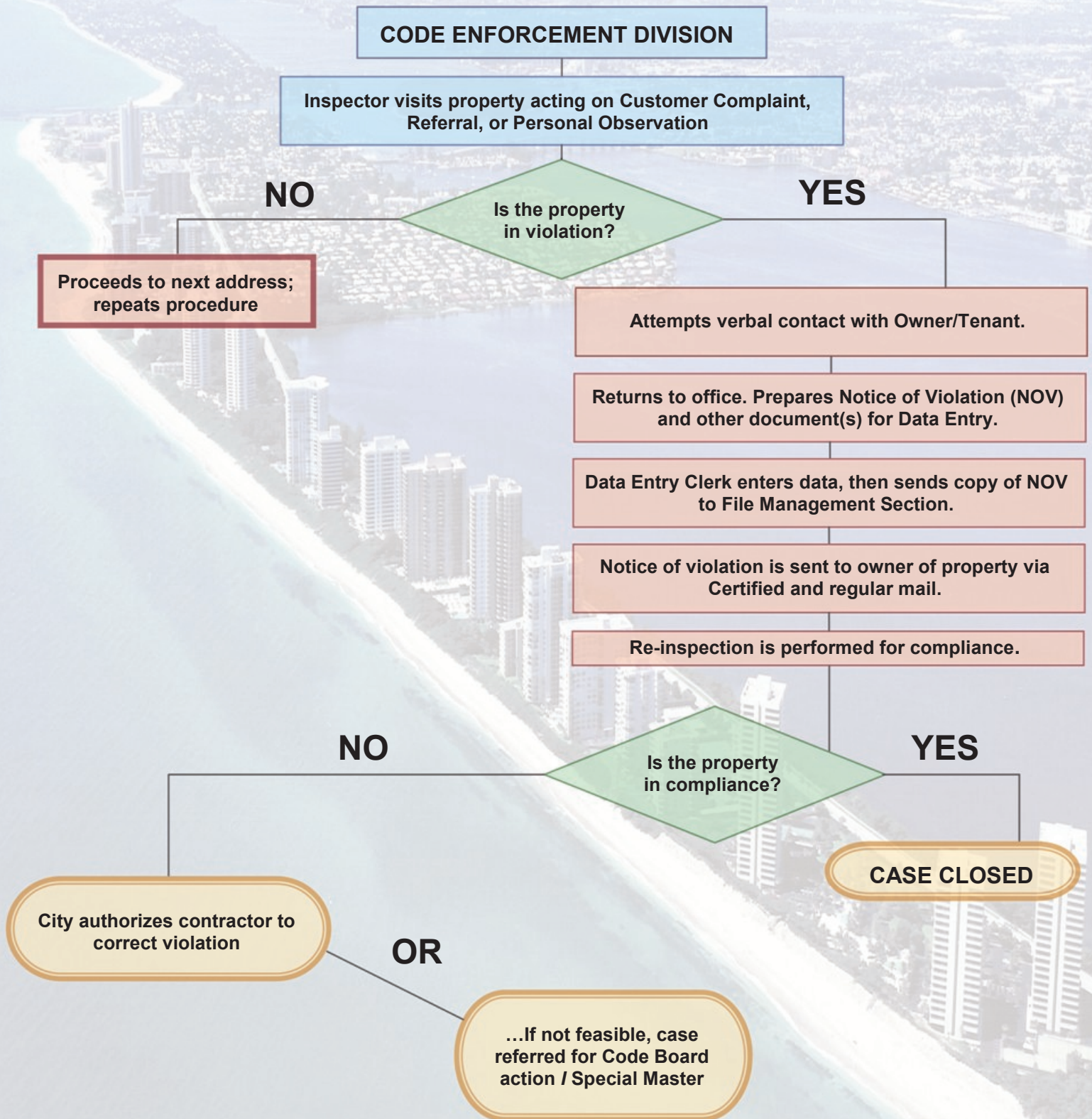
2. Notice to Appear

In some cases, a summons to appear before a judge in County Court may be issued to a violator. The judge will hear the case, which may result in a fine, or other legal action and payment of court costs. Notices to Appear are issued by Police Officers.



CODE ENFORCEMENT INSPECTION PROCESS

CITY OF RIVIERA BEACH POLICE DEPARTMENT



COMMON RESIDENTIAL NEIGHBORHOOD ISSUES

Alley Maintenance is the responsibility of those property owners whose home or business is adjacent to the alley. Please be sure to trim any low hanging trees to prevent damage to City vehicles or employees who must work in the area. It is necessary to mow, neatly maintain hedges or any other vegetative material, and to properly dispose of garbage in containers with lids or in approved plastic bags.



Barking dogs that disturb the peace are prohibited. It is an animal owner's responsibility to control the unnecessary barking of their animals that can disturb their neighbors.

Brush Piles should only consist of tree branches, palm fronds, and other vegetative material placed for collection by Waste Management. In order to be acceptable for pick up, tree branches, palm fronds and shrubbery shall be cut to a maximum length of four (4) feet and a maximum diameter of four (4) inches. Branches and stumps greater than four (4) inches in diameter shall be cut to a maximum of two (2) feet in any direction. Brush piles shall be free of any garbage, junk or debris, and will not be collected when they contain these types of materials. Brush piles should be created no more than one (1) day before the regular brush collection for your area.

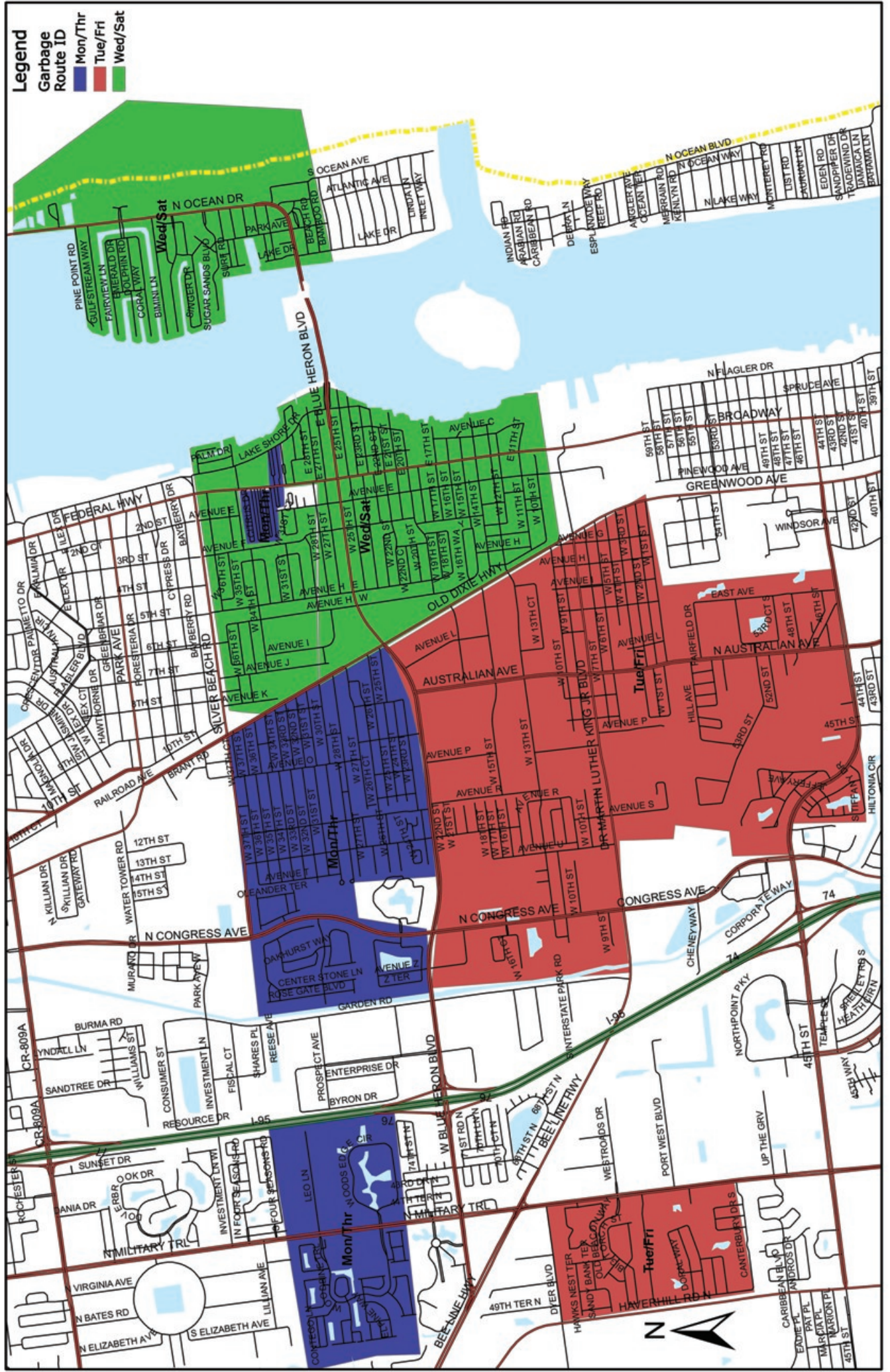
Brush placed out for pickup after the regular collection day will not be picked up unless prior arrangements have been made and a fee has been paid. For information about the brush collection schedule in your area, please call Waste Management at 547-4000.

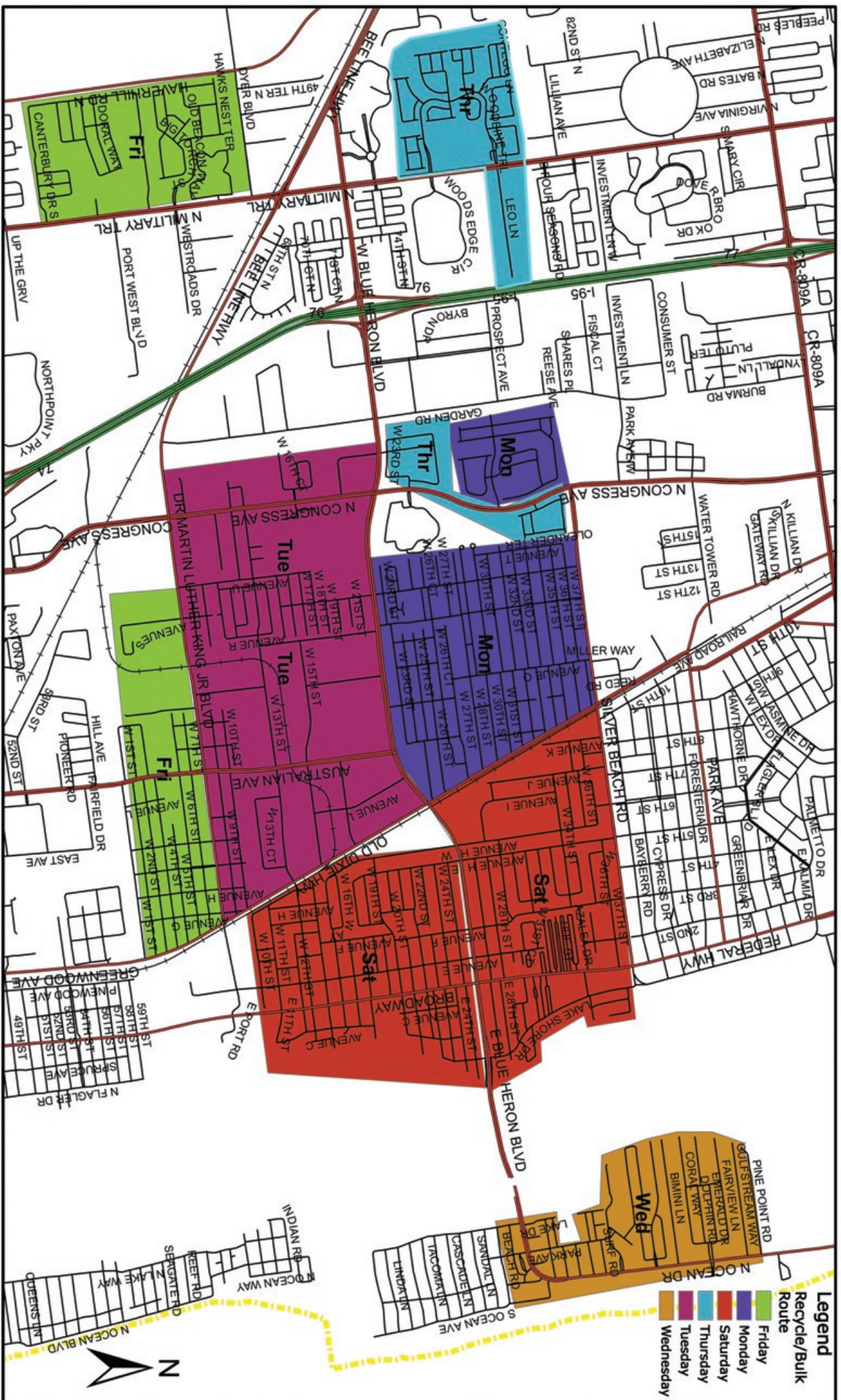


Brush and tree clippings, bulk pick up, and recycled items are picked up once a week. For your weekly pick-up schedule, see the color coded maps on pages 7 and 8:

- Garbage Pick-Up Map on Page 7
- Recycle/Bulk Pick-Up Map on Page 8

Garbage Pick Up





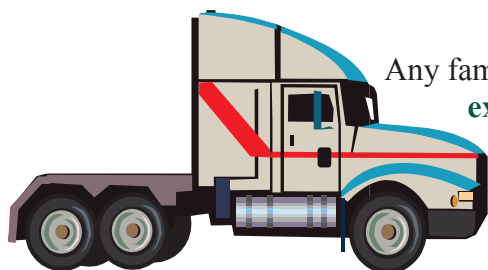
Building Permits are required for all new construction, regardless of the cost of the construction. Repairs to existing, permitted structures, which do not alter the structure, require a building permit when the fair market value of materials and labor exceeds eight hundred dollars (\$800). Construction without proper permits could result in substantial penalty fees, and the property owner may be required to remove the non-permitted improvement(s).

You should be sure that the contractor you hire is licensed and insured in accordance with County and City requirements. Construction is permitted on weekdays between 8:00 a.m. to 6:00 p.m. **Construction is not permitted on Sundays or holidays.** Please call the Building Division at 845-4020 or if you have questions about building permits.



Chickens, roosters, other poultry, cattle, horses, other undomesticated or wild animals are not allowed. Dogs, cats, and other small domesticated animals are permitted, provided they are not used for breeding purposes or violate any sanitary or nuisance ordinances or disturb the peace.

Commercial Vehicles are not allowed in residential areas unless parked temporarily for the purposes of performing business contracted for by the owner or agent of the residential property. **Examples of commercial vehicles include:** busses, tractor-trailers, or parts thereof; wreckers, tow trucks, or other similar vehicles; step vans, utility trucks, and flatbed trucks which **exceed the capacity of one ton or more.** A vehicle is in violation of the ordinance if it meets this description of a Commercial Vehicle.



Any family vehicle, panel or pickup truck, van, jeep, or similar type truck, **not exceeding a carrying capacity of one ton**, can be parked in a residentially zoned district only if it is parked on private property, in a wholly enclosed garage or on a paved driveway. For more information, call Code Enforcement at 882-3505.

Used motor oil can be disposed of by placing it in a clean container with a tight lid and bringing it to the nearest hazardous waste disposal site. You can also dispose of **batteries, paint, pool chemicals, anti-freeze and pesticides** at the hazardous waste disposal site, too. You can call the Solid Waste Authority at 697-2700 or bring the hazardous household waste products to the Hazardous Materials Disposal site at 6161 N. Jog Road. This center is open Monday through Friday from 7:00 a.m. to 5:00 p.m. and Saturday from 7:00 a.m. to 2:00 p.m.

Unwanted household furniture, appliances, junk, etc. can be disposed of by hauling the items to the landfill yourself, or by placing the items out for bulk pickup by Waste Management. Please place items out for pick up on your regularly scheduled pick up day. If you put items out after your regular pick up day, you must call Waste Management at 547-4000 for a special pick up or you may receive a notice of violation from the Code Enforcement Division and be subject to fines.

The nearest landfill is located at 6161 N. Jog Road. This site is open Monday through Friday from 7:00 A.M. to 5:00 P.M. and Saturday from 7:00 A.M. to 2:00 P.M. It is open to Palm Beach County residents only, and does not accept household hazardous wastes, garbage, dead animals, roofing materials, construction debris and any liquids such as fuel, oil, paint, etc. City residents are eligible to use the site when they show proof of residency (current valid driver's license). For more information, please call the Solid Waste Authority at 697-2700.

Proper disposal of refrigerators, freezers, and other airtight containers is important for the safety of our children. The door(s) to such appliances must be removed or the locking mechanism on these items must be broken prior to disposal.

Fences may be constructed with a maximum height of four (4) feet in the front yard and six (6) feet in the rear yard of residential property. For interior lots, fences along the side may be six (6) feet high. Please contact the Building Division at 845-4020 for the height of fences along the side of a corner lot. Fence installations require a building permit. Any installations without permits could result in fines or removal of the non-permitted fence. For more detailed information about limits and permits, call the Building Division at 845-4020.



Garage Sales are permitted in residential areas but they are limited to three (3) per year. A permit is required for each garage sale. The first permit is free. There is a fee of \$10.00 for the second and third permit. Items to be sold must be used, household items. Garage sale signs are not allowed on telephone poles, right-of-ways, etc.

Garbage receptacles must be kept clean and free from any unsanitary conditions. Residential property owners without alley garbage collection shall store garbage receptacles in the side or rear setback of the residence. The garbage receptacles may sit at the curb only between sunset of the day before garbage collection and sunset of the day of collection.



Grass, whether on vacant lots or improved properties, shall be maintained at (18) eighteen inches or less in height. If your property is not maintained in this manner, you may be cited for violation of the code. If the grass is not cut within ten (10) days of receiving a citation, the City may hire a contractor to cut the grass, and will bill the property owner for the expense, plus an administrative fee.

Hedges make an attractive addition to landscaping; however, there are restrictions if your property is on a corner or is beside an alley entrance. The maximum height allowed for hedges within twenty-five (25) feet of a street corner is three (3) feet. The maximum height of hedges allowed within six (6) feet of an alley corner is three (3) feet. The purpose of this additional restriction is to prevent safety hazards or sight obstructions. For more details, please call the Code Enforcement Division at 882-3505. Consider safety when planting hedges or other landscaping material. Do not plant hedges in such a manner as to create "hiding places" for burglars.

House Numbers are required on the front of all homes in the City of Riviera Beach. Business should place their address number where they can be easily seen on the front of the building. Homes and businesses located next to an alley should also place their address numbers on the rear of the building. Easily readable house numbers allow emergency services to find you quickly and in time to help you with your emergency. The minimum size of all house numbers should be four (4) inches in height. House numbers should be placed immediately beside the front door or other conspicuous place on the front of the building where they can be easily seen. If you place address numbers in the rear of your property, they should face the street or alley. If you have a solid, wood, or screened fence, the numbers should be attached to the fence so that they can be easily seen.



Irrigation is the most important element of keeping your yard green and growing. For those residences on a sewer system and using City water to irrigate, you may be interested in a separate irrigation meter (which would also require a backflow preventer). This special meter would allow you to irrigate and not pay for sewer services on that water use. For more information, please call 845-4080.

Noise. It shall be unlawful to operate machinery or other apparatus that creates loud or unusual noises, or which disturbs the peace and quietude of the residents. Parties, weddings and other social functions held in residential areas require a Special Event Permit. For more information, call 845-4019.

Outside storage of junk, unused furniture, appliances or equipment, etc., is not allowed. The proper place to store such items would be in a garage, shed or other enclosed storage structure.

Operating a business in a residential area is not allowed unless a restricted occupational license is obtained. Call Occupational License at 845-4019 for further information.



Property standards and property maintenance are important to improve the quality of life in your neighborhood. The exterior of all structures on the premises should be painted and maintained in good condition. Structures should not show evidence of deterioration, weathering, discoloration, ripping, tearing, holes, or breaks. All surfaces requiring painting (including roofs) or which require protection from the elements, shall be kept painted. Painted surfaces shall be kept free of graffiti.

All off-street parking shall be paved with asphalt, or constructed of concrete block and shall be of smooth surface and maintained in good repair. All graveled off-street parking that existed prior to the enactment of this code cannot be enlarged and must not be allowed to migrate into the public right-of-way. In the event that improvements are made to the property, then all off-street parking spaces must come into compliance with current requirements, as described above.

Pools are required to be clean, sanitary and secured by either a screen enclosure or fence. The minimum fence height is three and one-half (3½) feet and the maximum space between openings, holes or gaps is four (4) inches. Gates and screen doors shall be equipped with a self-closing and self-latching mechanism to promote safety. Most pools require a building permit prior to installation. Proper installation is crucial to the safety of your family and your guests. For more information, call the Building Division at 845-4020.



Pre-fabricated sheds require a building permit and a product approval before installation. Constructed sheds shall be built according to applicable Zoning and Building Codes. The shed must also be set back from your property line and other structures on your property. Call the Planning and Zoning Division at 845-4060 for more information.



Storage of recreational vehicles in a residential area is permitted only within certain guidelines. The vehicle must be in a roadworthy condition. The vehicle shall be parked on private property and is not allowed in the City's right-of-way. The vehicle must belong to the owner or occupant of the property. Recreational vehicles must not be occupied in any manner, connected to any utility or electrical service, or used as an accessory building. Boats, trailers, etc., must be supported by the appropriate and recommended keep-in stands.

Recreational vehicles must be parked in a wholly enclosed garage or the side or rear yard, and shall be screened from view by a six (6) foot solid/opaque fence, hedge, or other similar screen, except where height restrictions are controlled by the Zoning and Land Development Code. All recreational vehicles must be parked on a driveway or on a hard, improved surface (such as asphalt or concrete). Please call the Building Division at 845-4020 to obtain a permit for driveways or other paved surfaces.



Special-purpose vehicles such as race cars or other similar vehicles, must be properly parked or stored in a wholly enclosed garage. Please call the Code Enforcement Division at 882-3505 for more information.

Screen enclosures should be fitted with screens and maintained. Screen enclosures with torn or missing screens should be repaired.

Sidewalk maintenance is the responsibility of the owner of the adjacent property. If you have any questions on the specifications or engineering requirements of sidewalks, please call Engineering at 845-4080.

Special Events, grand openings, block parties, and other similar activities require a Special Event permit. You also need a permit if you plan to use any City park or recreational facility. You should apply for your permit at least one (1) month prior to your event. Please call Parks and Recreation at 845-4070 to schedule an event at a city facility. Please call the Community Development Department at 845-4060 for information about other special event fees and requirements.

Swales (the area between the sidewalk and the roadway) are the responsibility of the owner of the adjacent property to maintain. The property owner should keep the area green, growing, and mowed. Pyramid markers may not be used as swale protectors, but round cement markers are allowed, placed at a minimum of every two (2) feet.

Public Works has an Adopt-A-Block program. Residents on your block can volunteer to keep your street clean. Public Works will provide signs recognizing your group or organization. Please call Public Works at 845-4066 for more information.



Trees are beneficial to the environment, provide shade, and create a pleasing atmosphere in a neighborhood. Tree maintenance is also very important. There are National Arborist Standards for pruning trees to prevent harmful "hat racking" or topping. Not only does this significantly shorten the life expectancy of the majority of trees, the regrowth that it promotes is weak and can create unsafe conditions. Please see the section of this booklet pertaining to detailed pruning practices for young trees and shade trees.

As a general guideline, avoid planting too many trees. Consider their mature height and canopy, and the sunlight required for proper lawn growth. Do not plant trees too close to power lines, streetlights, traffic control devices (stop signs, yield signs, etc.) or in an area of the swale which would create a sight obstruction for motorists or pedestrians. Please trim and allow eight (8) feet of clearance for pedestrians using the sidewalk. Contact the Community Development Department at 845-4060 for information on swale plantings.

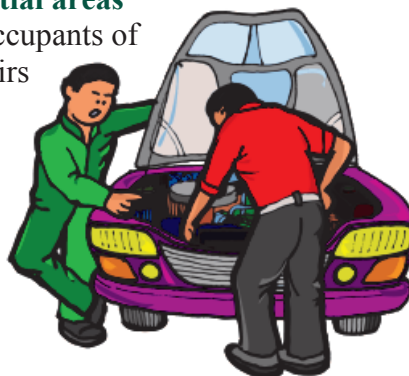


Tree Removal requires a permit from Zoning when the girth of the tree is eight (8) inches or more, measured at approximately four and one-half (4 1/2) feet above the ground. Single-family homeowners and two family dwelling units do not require a permit to remove trees. There are a few tree species that are exempt from requiring a permit: Australian Pine, Brazilian Pepper (Florida Holly), Melaleucca, Norfolk Island-Pine, and Schefflera. Penalties such as fines and court action may result from property owners removing trees without a required permit. For more information, call Community Development at 845-4060.

Vehicles offered "For Sale" are required to be registered to the occupant of the property and not placed on the right-of-way. The vehicles must be roadworthy.

Passenger vehicles on private property that are unused, abandoned, wrecked, and/or unroadworthy, may be subject to a notice of violation and fines.

Repairing vehicles is not allowed in residential areas except where the vehicles are owned by the occupants of the property and limited to minor routine repairs such as changing a tire, oil change, or other similar minor repairs.



Yards are required to have grass or live vegetative material that provides one hundred percent (100%) coverage, except as otherwise provided. Play areas, gardens, flowerbeds, driveways, walks, etc., not intended to have vegetative cover, shall be kept free of uncultivated growth. Grass shall be kept mowed and maintained at eighteen (18) inches or less in height. All other vegetative heights shall conform to applicable City ordinances. When landscaping, consider xeriscaping using drought-resistant plants. Check with your plant nursery on the variety of xeriscape selections available.



Pride Homes

If you work very hard at keeping your property clean and beautiful, you may be eligible to enter the Code Enforcement Division's Pride Homes Award Contest. This contest recognizes Riviera Beach residents who show pride in the maintenance and upkeep of their homes. To be eligible to participate, you must not have any outstanding code violations or liens on any property you own in the City of Riviera Beach. Call Code Enforcement at 882-3505 for more information or to apply for the contest.

My Important Home Maintenance Phone Numbers

Carpenter _____

Electrician _____

Lawn Maintenance _____

Painter _____

Plumber _____

Other _____

Important Note – Do not forget to make sure that you hire licensed contractors. If required, make sure that the contractor you hire obtains the necessary permits from the City of Riviera Beach before doing major construction or repair work. Call the Building Division at 845-4020 to see if a permit is required.



RIVIERA BEACH MAKES IT EASY TO RECYCLE



Riviera Beach offers its residents weekly curbside pick up of recyclables. Residents can help preserve our environment by reducing the amount of waste thrown out and recycling as much as possible.

ACCEPTABLE MATERIAL:

Glass (brown, green, and clear) food and beverage containers.



Plastics (#1,2,3) soda bottles, milk and water jugs, shampoo and detergent bottles. Please flatten plastics and throw away lids and caps.

Aseptic packaging
(milk cartons and juice drink boxes).



Aluminum and steel cans. Rinse out all food and beverage containers and throw lids and caps away.



Keep **newspapers** together by placing in a brown paper bag or bind them with twine, then put newspaper next to or on top of the blue recycling bin.

Corrugated cardboard. Flattened cardboard must be cut to 2' by 2' sections for the regular recycling collection.



THE FOLLOWING ITEMS ARE NOT RECYCLABLE:

Window glass, ceramic glass or mirrors.

Plastic bags. Take them back to the supermarket. Waste Management will recycle food and beverage containers, but not plastic bags or films.

Plastics not numbered or numbered 4 or higher. Look for the triangle with a number in it. Only numbers 1, 2, and 3 are recyclable. All other numbers are not acceptable. If you can't find the triangle at all, throw the container out; we don't know what it is either.

Plastic toys and microwave containers.

Styrofoam. Check for the number—if it's a # 6, it's not recyclable. Take Styrofoam to Publix; they recently started collecting it.

EMPTY containers used for motor oil, paint, household cleaners, pesticides, bleach, and ammonia. Throw these types of containers into the garbage. There is no use for them at this time.

Aluminum foil and pie plates are unacceptable. The major problem with these materials is the contamination from food that is not completely washed off.

FREQUENTLY ASKED QUESTIONS:

What is the Collection Schedule?

To find out what day to put your recycling bin out, call Waste Management at 547-4000.

What happens if my bin is not picked up as scheduled?

If crews miss your bin, call Waste Management at 547-4000.

I have too much stuff for just one bin; can I get another?

Just call the Waste Management and request another bin. It will be delivered to you within a few days. Don't forget to flatten plastic bottles. You may be able to save a lot of room by flattening them. Remember to put the bin out before 6:30 a.m. on your scheduled collection day.



HOW TO DISPOSE OF HOUSEHOLD HAZARDOUS WASTES



You can call Solid Waste Authority at 697-2700 or bring the hazardous household waste products to the Hazardous Materials Disposal site at 6161 N. Jog Road. This center is open Monday through Friday from 7:00 a.m. to 5:00 p.m. and Saturday from 7:00 a.m. to 2:00 p.m.

ACCEPTABLE MATERIALS:

- Paint Thinners
- Gasoline
- Pool Chemicals
- Pesticides
- Automotive Fluids
- Solvents
- Spot Removers
- Mercury
- Oil-Based Paints
- Paint Strippers
- Fertilizers
- Furniture Polish
- Oven & Drain Cleaners

Only the items listed above will be accepted. Leave products sealed in original containers. Place in cardboard box or plastic tray. Don't mix materials

Why can't I just put these materials in with my garbage?... Household hazardous wastes are sometimes disposed of improperly by individuals pouring wastes down the drain, on the ground, into storm sewers or putting them out with the trash where they could possibly contaminate our drinking water supply. The dangers of such disposal methods may not be immediately obvious, but certain types of household hazardous waste have the potential to cause physical injury to sanitation workers, contaminate septic tanks or wastewater treatment systems if poured down drains or toilets, and present hazards to children and pets if left around the house.

What about used motor oil and paint? You can call Solid Waste Authority at 697-2700 or bring the hazardous household waste products to the Hazardous Materials Disposal site at 6161 N. Jog Road. This center is open Monday through Friday from 7:00 a.m. to 5:00 p.m. and every Saturday from 7:00 a.m. to 2:00 p.m.

UNACCEPTABLE MATERIALS AT HAZARDOUS MATERIALS DISPOSAL SITE:



Commercial Waste



Yard Waste



Medical Waste



White Goods



Trash



ECONOMICALLY AND ENVIRONMENTALLY FRIENDLY SUBSTITUTES



What environment friendly products can I use?

Household hazardous waste comes from products you use at home every day. You may not realize it, but many cleaning and sanitizing products contain dangerous chemicals. Labels that have the words "poison", "toxic", "warning", "danger" and "caution" tells you that the product is hazardous.

The following is a list of **economical and environmentally friendly substitutes you can use:**

- **Instead of powdered cleansers** — sprinkle surfaces with borax and/or baking soda and wipe away with a damp sponge.
- **Rather than chlorine bleach** — for laundry, add 1/2 cup of vinegar, baking soda or borax to your wash.
- **As a disinfectant** — mix 1/2 cup borax with one gallon hot water.
- **For room deodorizers** — place small dishes of baking soda in problem odor areas. Deodorize surfaces by wiping with white vinegar. Houseplants also help purify the air.
- **For drain cleaners** — pour 1/2 cup of baking soda and two ounces of vinegar down the drain. When this mixture stops fizzing, flush again with boiling water.
- **Rather than mothballs** — store clothes with cedar blocks or a bag of potpourri.
- **For rug & upholstery cleaners** — sprinkle baking soda or cornstarch on rugs or upholstery and vacuum up.
- **As toilet cleaners** — use a toilet brush with baking soda and/or borax, along with small amount of vinegar.
- **For an effective window cleaner** — mix equal parts of white vinegar and water and spray on windows. If this mixture streaks, wipe the window down with alcohol, then use the water/vinegar spray.





START YOUR LANDSCAPING BY GETTING FREE MULCH



Mulch not only decorates your property, it helps retain soil moisture, reduces soil temperature extremes and reduces weed growth. You can pick up the mulch at the Solid Waste Authority at 6161 N. Jog Road. This site is open Monday through Friday from 7:00 A.M. to 5:00 P.M. and Saturday from 7:00 A.M. to 2:00 P.M. For more information, please call the Solid Waste Authority at 697-2700.

You can do your own yard waste recycling by leaving your grass clippings on your lawn. Leaving grass clippings on your lawn helps recycle nutrients that would otherwise be wasted, minimizes the need for chemical fertilizers, reduces watering requirements, and reduces collection and disposal costs. Your grass clippings are a valuable organic material that is one hundred percent (100%) recyclable.

You can also recycle grass clippings by putting them to work in a compost pile. Composting is a natural process that you can do at home using your yard trimmings, grass clippings and organic kitchen wastes, such as fruit and vegetable peelings and scraps. Home composting benefits you in many ways:



It helps reduce yard waste by turning the waste into rich earth that improves your lawn, potted plants, and garden in a natural way.



It improves soil structure, texture, aeration and increases water holding capacity. Plants will grow stronger, deeper root systems for better drought and disease resistance.



It helps preserve the environment — composting can reduce up to twenty percent (20%) of the volume of landfills across America.



It saves you money by providing a free substance which fertilizes and conditions the soil.



It reduces yard work — no more bagging and heavy lifting.



It is a disease-free and weed-free soil improvement.

CONSERVE RIVIERA BEACH



South Florida has experienced several serious droughts in recent years. Behaving as if fresh water resources are limitless is a dangerous gamble. As a general rule, the South Florida Water Management District (SFWMD) recommends irrigation of lawns in South Florida every five to seven (5-7) days in summer and every ten to fourteen (10-14) days in the winter. Hearty rains can eliminate the need to water for as long as two (2) weeks. Watering three (3) times a week is really enough to keep Riviera very green.

FOR YOUR WEEKLY WATERING SCHEDULE, SEE THE COLOR CODED MAP ON PAGE 21.

EXCEPTIONS — NO RESTRICTIONS APPLY IF:

- Reclaimed water is used for irrigation.
- Pesticides, herbicides or fungicides are being applied and watering is required by the manufacturer instructions.
- Irrigation is being done with water from water-to-air heat pumps.
- Performing maintenance on irrigation systems (each zone may only be tested once a week).
- The lawn and landscaping are NEW. New lawns and landscaping may be watered DAILY for up to thirty (30) days.

Contact the SF WMD at (561) 686-8800 for more information and about Phase 2 and Phase 3 restrictions.



SFWMD 3-Day-A-Week Watering



WATERING DAYS AND TIMES

IF YOUR HOME ADDRESS ENDS IN...		1, 3, 5, 7, 9	0, 2, 4, 6, 8
Monday	Before 10 am	✓	
	After 4 pm	✓	
Tuesday	Before 10 am		✓
	After 4 pm		✓
Wednesday	Before 10 am	✓	
	After 4 pm	✓	
Thursday	Before 10 am		✓
	After 4 pm		✓
Saturday	Before 10 am	✓	
	After 4 pm	✓	
Sunday	Before 10 am		✓
	After 4 pm		✓

For more information, please read [Just the Facts: Year-Round Landscape Irrigation Rule](#).

HURRICANE PREPAREDNESS



CATEGORIES OF HURRICANES

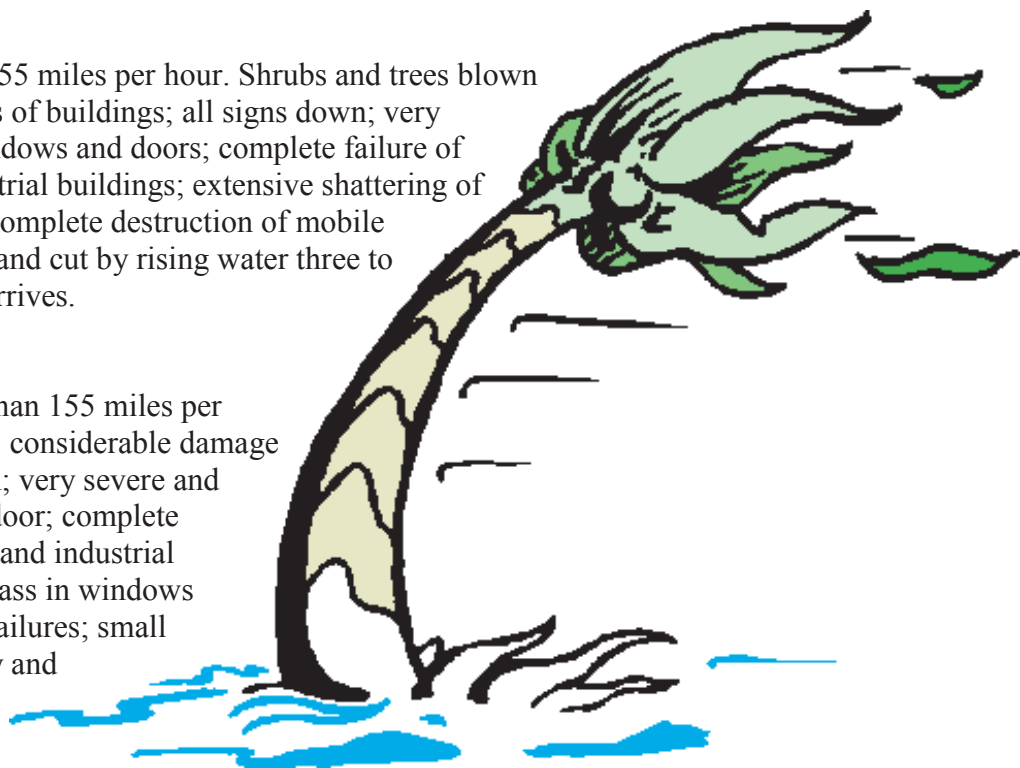
CATEGORY 1 — Winds of 74 - 95 miles per hour. Damage primarily to shrubbery, trees and unanchored mobile homes. No real damage to other structures. Some damage to poorly constructed signs. Low lying coastal roads inundated, minor pier damage, some small craft in exposed anchorages torn from moorings.

CATEGORY 2 — Winds of 96 - 100 miles per hour. Considerable damage to shrubbery and tree foliage; some trees blown down. Major damage to exposed mobile homes. Extensive damage to poorly constructed signs. Some damage to roofing of buildings; and some window and door damage. No major damage to buildings. Coastal roads and low lying routes inland cut by rising water two to four hours before arrival of hurricane center. Considerable damage to piers. Marina's flooded and small craft in unprotected anchorages torn from moorings.

CATEGORY 3 — Winds of 111-130 miles per hour. Foliage torn from trees; large trees blown down. Particularly all poorly constructed signs blown down; some damage to roofing materials of buildings; some window and door damage; and some structural damage to small buildings. Mobile home destroyed. Serious flooding at coast and many small structures near coast destroyed; low-lying escape routes inland cut by rising water three to five hours before hurricane center arrives.

CATEGORY 4 — Winds of 131-155 miles per hour. Shrubs and trees blown down; considerable damage to roofs of buildings; all signs down; very severe and extensive damage to windows and doors; complete failure of roofs on many residences and industrial buildings; extensive shattering of glass in windows and doors; some complete destruction of mobile homes. Low-lying escape routes inland cut by rising water three to five hours before hurricane center arrives.

CATEGORY 5 — Winds greater than 155 miles per hour. Shrubs and trees blown down; considerable damage to roofs of buildings; all signs down; very severe and extensive damage to windows and door; complete failure of roofs on many residences and industrial buildings; extensive shattering of glass in windows and door; some complete building failures; small buildings overturned or blown away and complete destruction of mobile homes. Low-lying escape routes inland cut by rising water three to five hours before hurricane center arrives.



HURRICANE PREPAREDNESS

The hurricane seasons begins June 1st and ends on November 30th. Our Florida coasts can be threatened by a storm any time during that period. Take these steps before a hurricane watch or warning is announced:



- **Check to be certain your emergency equipment is in good working order and that you have enough supplies to last for at least two weeks.**
- **Obtain and store materials necessary to properly secure your home.**
- **Keep trees and shrubs trimmed.** Cut weak branches and trees that could fall and bump against the house. **Do not trim trees and shrubs after a hurricane watch or warning has been announced.** Trash pick up will be suspended and your trash can become dangerous projectiles propelled by the hurricane's high winds.
- If you expect to evacuate your home, **plan in advance where you will stay, how you will get there, and what supplies you will take.**
- **If you need transportation to a public shelter** due to a "special need" — such as age, physical disability, neurological or psychological disorder — **register with your county's Civil Defense and Office of Emergency Management in advance.**
- **If you or a family member receive home health care or depend on electrical life-support equipment, discuss emergency plans with your agency representative and physician.** If necessary, **make arrangements with a hospital now** to stay there in the event of an emergency.
- **If you have elderly friends or relatives who will stay with you during a storm,** keep a list of their prescribed medicines and include them in your emergency plans. Plan now when you will take care of their property and pick them up.
- **Review your insurance policy** to be sure if it provides adequate coverage.

PLAN TO EVACUATE IF YOU...

Live in a mobile home — Do not stay there under any circumstances. Mobile homes are unsafe in hurricane conditions, no matter how well fastened to the ground.

Live in a high-rise — Hurricane winds are stronger at higher elevations. High-rises are susceptible to conditions which can cause uncontrollable fires during high winds, which it will be impossible to get emergency help. Glass doors and windows may be blown out of their casings and weaken the structure.

PLAN YOUR EVACUATION ALTERNATIVES NOW...

Stay with friends or relatives or at a low-rise inland hotel or motel.

Relocate outside the evacuation area. Leave early to avoid heavy traffic and roads that could be blocked by early floodwater.

As a last resort, go to a Red Cross shelter. Hurricane shelters will be available for people who have no other place to go.

THERE ARE TWO TYPES OF OFFICIAL WARNINGS:

1. A **“HURRICANE WATCH”** means that a hurricane may strike an area within 24 to 48 hours.
2. A **“HURRICANE WARNING”** means a hurricane is expected to strike in 24 hours or less.

When a **HURRICANE WATCH** is announced, **take these steps:**

Food, Water — Turn your refrigerator and freezer to the coldest settings, and open them only when absolutely necessary. Freeze water in plastic jugs and use them to fill empty space in the refrigerator to keep food cool. Prepare your emergency water supply before the hurricane strikes. Figure you'll need four quarts of drinking water per person per day. Additionally, sterilize the bathtub, jugs, bottles, cooking vessels other containers. Scrub thoroughly, sponge and swab with bleach then rinse. Let tub and other containers air dry, then fill them with water. This water can be used for sanitary purposes.

Property — Begin latching you shutters or begin installing pre-cut plywood over your windows, sliding or French doors. Taping windows will not prevent shattering but may reduce flying glass.

Unplug your television before taking down an outdoor antenna. When lowering a CB radio antenna, telescope it down and lower it away from the power lines. **Be careful not to make contact with a power line — you could be electrocuted.**

Do not drain your swimming pool completely. Turn off electricity to pool equipment and cover pool pump if it is exposed. Add extra chlorine to the pool to prevent contamination.

Bring in objects that can be blown away: such as garbage cans, garden tools, patio furniture and plants. **Anchor objects** that cannot be brought inside.

Prepare your vehicle. Fill your gas tank early. Gasoline may not be available for days after the hurricane strikes due to power outages.

Store valuables and documents. Place valuables and personal papers in waterproof containers and store them in the highest possible spot. Use plastic bags for large items. Make sure you have plenty of cash.

Boat Owners — If you own a small boat on a trailer, store it inside a garage or warehouse. If you leave your boat outside, attach the trailer tongue to something firm in the ground, let the air out of the tires and make sure the boat is attached to the trailer. If you keep your boat in a marina, read your contract very carefully. Some marinas require you to remove your boat in a marina, read your contract very carefully. Some marinas require you to remove your boat from their facilities at the time a hurricane watch is announced. The safekeeping of your boat is your responsibility.

DURING A HURRICANE

Weather conditions may deteriorate rapidly hours before the arrival of the hurricane. **Stay indoors.** An interior room or a room without windows is usually the safest place to be.

Passage of the hurricane eye — If the center (eye) passes through your area, continue to stay indoors unless emergency repairs are absolutely necessary. Wind and rain may stop for a few minutes to more than an hour.

Beware: the wind will suddenly pick up again from the opposite direction and possibly with greater force.

Stay inside a well constructed building. In structures such as a house, examine the building and plan in advance what you will do if winds become strong. Strong winds can produce deadly missiles and structural failures. If winds become strong:

- **Stay away from windows and doors even if they are covered.** Take refuge in a small interior room, closet or hallway. Take a battery powered radio, TV or NOAA Weather radio and a flashlight with you to your place of refuge.
- **Close all interior doors.** Secure and brace external doors particularly double inward opening doors and garage doors.
- If you are in a multiple story building and away from the water, **go to the first or second floors and take refuge in the halls or other interior rooms away from windows.** Interior stairwells and the areas around the elevator shafts are generally the strongest part of a building.
- **Lie on the floor under tables or other sturdy objects.**

AFTER A HURRICANE

If you have evacuated, do not return home until officials announce your area is ready. Be sure to have proof of residency, such as a driver's license, etc.

Telephone communications. Do not use your telephone unless you have an emergency. Do not call 911 except for life threatening situations. Do not report individual interruptions in electric, gas, water or telephone services. These companies have plans to restore service as quickly as possible. However, call police or utility companies to report downed power lines, broken gas or water mains. Report individual trouble only after service has been generally restored to your area.

Boil Water Order. Water supplies may be contaminated during a hurricane. The Public Health Department will issue a "Boil Water Order" Immediately after the hurricane passes. The order will remain in effect for at least 72 hours or longer. During this time, use your pre-stored water for drinking or cooking.

Check food. Before using any food from the refrigerator, be sure to check it for spoilage. If you don't have electric service, we recommend you use pre-stored, dry or canned food.

Avoid injuries. Careless equipment use causes the greatest number of post-storm injuries. Be careful with open flames. Avoid carbon monoxide injuries by using hibachis and gas grills outside, never inside your house. When cutting up fallen trees, be extremely careful, especially if you use a chain saw. Serious injuries can occur when these powerful machines snap back or when the chain breaks.

Portable power generators. Connecting a portable or recreational vehicle (R) generator to home wiring can cause safety hazards. Before using an RV or portable generator, it is important to turn off electricity at your main circuit breaker or fuse box. **Disconnect portable generator before turning on power to your home. A portable generator should only be operated OUTSIDE the house.** You can then run a heavy duty properly grounded extension cord inside to power your electrical appliances.

Electrical Safety after a hurricane. **Do not touch fallen or low hanging wires** of any kind under any circumstances. A wire that seems harmless could be crossed with a live wire. Treat every power line you see as deadly. Whether it's on the ground, hanging loose or attached to an object, do not touch it. **Stay away from puddles with fallen wires in them. Call FPL immediately to report hazards such as downed power lines.**

STORM SURGE

KILLER FROM THE SEA

IF YOU LIVE IN A COASTAL AREA, BE PREPARED.

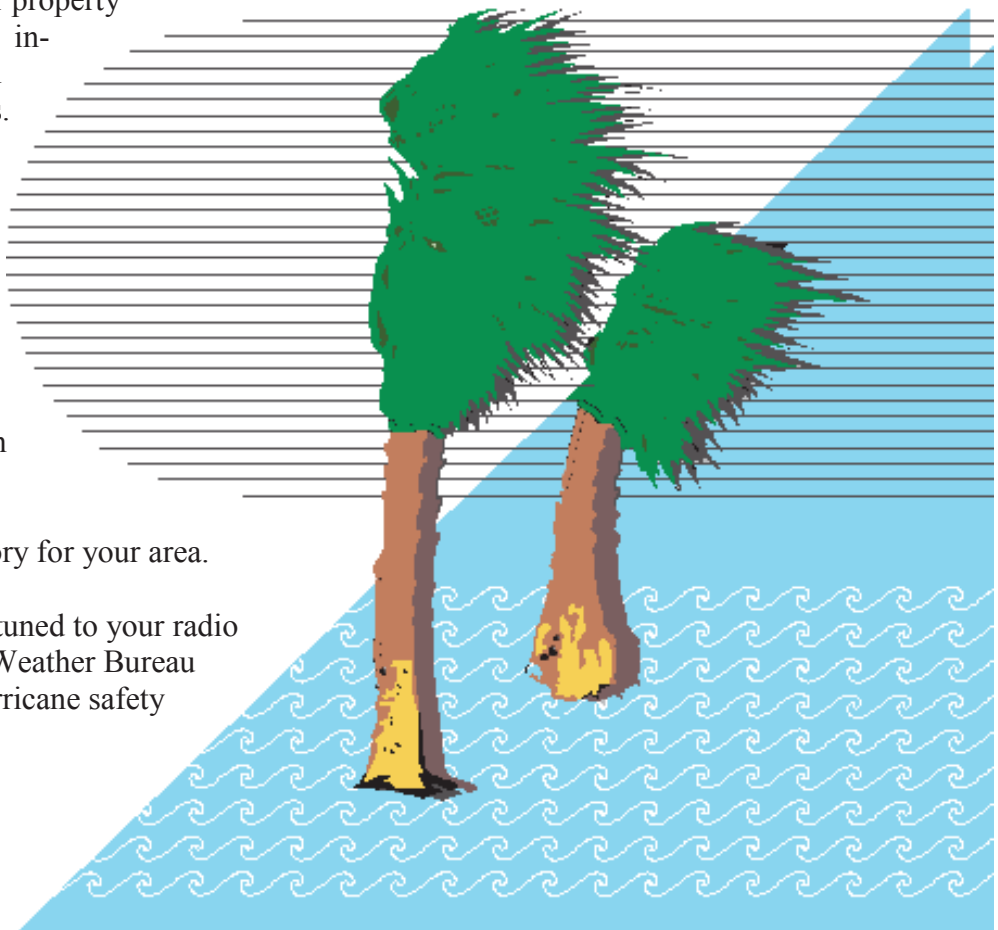
A hurricane causes sea levels to rise above normal tidal heights, with giant wind-driven waves and strong, unpredictable currents. These are the hurricane's worst killers.

Know the elevation of your property above mean sea level. This information is available from City and County engineers.

Have a safe evacuation route planned. Your community's hurricane preparedness plan should include areas to be evacuated during a hurricane emergency, designated refuges and safe evacuation routes to refuge.

Learn the storm surge history for your area.

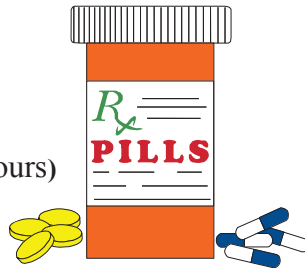
During the hurricane, stay tuned to your radio or television for the latest Weather Bureau advisories and follow hurricane safety rules.



HURRICANE REFUGE PERSONAL NEEDS CHECK LIST

If you are planning to spend the duration of the hurricane at a shelter, these are some of the things you should plan to take along:

- ☐ **PILLOW AND BLANKET**
- ☐ **SWEATER**
- ☐ **FLASHLIGHT AND TRANSISTOR RADIO**
(With fresh batteries)
- ☐ **READING MATERIAL**
(books and magazines)
- ☐ **MEDICATION**
(sufficient doses for at least 24 hours)
- ☐ **SPECIAL DIETARY NEEDS**
(food that will be provided after 24 hours will not cater to special diets)
- ☐ **BABY FORMULA-IF YOU HAVE YOUNG CHILDREN**
- ☐ **CAN OPENER**
- ☐ **NON-PERISHABLE FOOD**
(enough to last at least 24 hours)
Some suggestions: tuna fish, crackers, sardines, cookies, vienna sausage, canned fruit.
- ☐ **A DECK OF CARDS A GAME OR A PUZZLE BOOK**



DO NOT BRING PETS OF ANY KIND UNLESS AT A LOCAL SHELTER THAT ALLOWS PETS. FOR PET FRIENDLY SHELTERS IN THE AREA CALL 561-233-1200



DO NOT BRING VALUABLES



DO NOT BRING ALCOHOLIC BEVERAGES

RED CROSS SHELTERS

If you are asked to leave your home, do so as soon as possible.

Before you leave for a shelter:

- Have a good meal before leaving home.
- Turn off electric power at the fuse box (to prevent possible fire).
- Turn off the water at the outside line.
- Turn off the gas if you have a gas water heater (to prevent possible fire).

Evacuees should bring to a Red Cross Shelter:

- A cot blanket and pillow or sleeping bag for individual use.
- Food (snacks) for first 24 hours.
- Personal items, such as

-  Medications
-  Eyeglasses
-  Hearing Aids
-  Dentures
-  Special diet foods
-  Toiletries
-  Battery operated radio
-  Baby foods (if appropriate)
-  Disposable diapers

- A First Aid Kit.
- A Flashlight.
- Playing cards, games, books.
- Identification and valuable papers, i.e. insurance.



Coastline area evacuees using Mass Transit buses may have limits on the number of bags and personal items each person can bring aboard the bus.

OUR HOME HURRICANE PREPARATION NOTES

LOCAL AREA SHELTERS:

Bethune Elementary School
1501 Avenue U., Riviera Beach, FL

Palm Beach County Special Needs/Special Care unit-561-712-6400

The Safe Room location in our house is: _____

Important phone numbers: _____

Family Medications: _____

Pet Information: _____

Other Notes: _____



HOME FIRES KILL KNOW THE SAFETY TIPS

According to the **National Fire Protection Association (NFPA)**, on average, seven people died in U.S. home fires per day from 2007 to 2011. In 2011, U.S. fire departments responded to 370,000 home structure fires. These fires caused 13,910 civilian injuries, 2,520 civilian deaths, \$6.9 billion in direct damage.

TEN HOME FIRE SAFETY TIPS

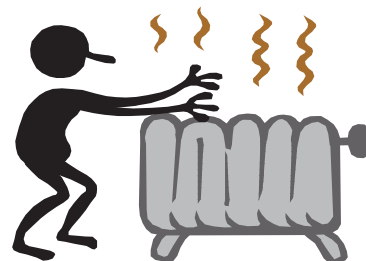
1. INSTALL AND MAINTAIN LIFE SAVING SMOKE DETECTORS



Smoke detectors are time machines---they give you time to escape by warning you early when a fire is present. Install them outside sleeping areas and on each level of your home. Test them (weekly), keep them clean and dust free and give them a new battery once a year. A chirping noise from your detector means your battery is low.

2. PUT SOME SPACE AROUND SPACE HEATERS

Space heaters produce temperatures that can ignite ordinary home furnishings. Keep at least 3 feet of clear space around them and never place close to draperies or shower curtains. Buy only UL or Factory Mutual tested heaters with automatic “tip over” shut offs.



3. PRACTICE YOUR PLANNED ESCAPE ROUTE



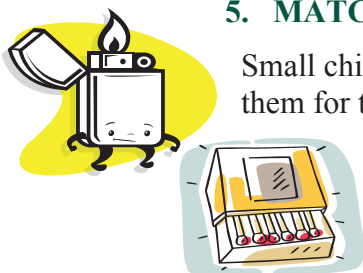
The best way to survive a fire inside a building is to get out fast. Plan two escape routes from each room in your home; practice the routes with family members at least twice a year. Pick a meeting place everyone can gather at outside. **NEVER GO BACK IN! STAY OUT!**

4. KEEP AN EYE ON SMOKERS

Careless smoking is the number one cause of fire deaths in America. Never smoke in bed or when drowsy. Give smokers large ashtrays. Wet cigarette butts before discarding them into garbage receptacles. If you're throwing a party, have a designated area for smoking so you can keep an eye on smokers and avoid accidents.



5. MATCHES AND LIGHTERS ARE NOT TOYS



Small children are often fascinated by matches and lighters and can mistake them for toys. Keep them out of reach or locked away from little ones. Adults should teach children that matches and lighters are tools for adults, not toys to be played with. If children find them, they should tell an adult immediately.

6. STOP, DROP AND ROLL

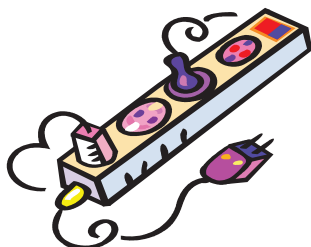
If your clothes catch fire, **DON'T RUN!** Stop where you are, cover your face with your hands, drop to the ground and rollover to smother the flames.



7. COOL WATER FOR BURNS

Everyone knows scalding water burns just like fire. Well, cool water helps to stop the burning of skin when it occurs. If you or someone gets burned, don't use butter or some other home remedy. Place the burned area in cool water for 10 to 15 minutes and seek professional medical help if needed.

8. BE SAFE WITH ELECTRICITY



Overloaded circuits are a constant problem that causes home fires. Multiplugs should be avoided and extension cords should be limited to temporary use; never run them under rugs or furnishings. **REPLACE ANY CORD OR PLUG THAT HAS CRACKS OR VISIBLE DAMAGE!** Use only proper size fuses.

9. TAKE CARE IN THE KITCHEN

Kitchen fires are the most frequent fires seen by firefighters. **NEVER LEAVE COOKING UNATTENDED!** Keep lids of pots handy and turn the handles of cookware inward on the range top. If grease catches fire, place a lid over the pan and turn off the heat. Never wear loose fitting clothes or big sleeves when cooking and keep all metals out of microwave ovens.



10. STAY LOW AND GO!

Smoke is the culprit that takes more lives than the fire that creates it. Try to avoid smoky ways out, but if you have no choice, get down and crawl as low as you can to find the best remaining air as you escape.



Notes

[illegible]

Homeowner's Guide...March, 2015 City of Riviera Beach, Florida

Notes

[illegible]

Animal Care and Control – Palm Beach County	233-1200
Boys and Girls Club – Riviera Beach.....	842-5234
Building Division.....	845-4020
City Clerk	845-4090
City Manager	845-4010
Civil Drug Court.....	840-4824
Code Enforcement	882-3505
Community Development	845-4060
Community Redevelopment Agency (CRA).....	844-3408
Crime Prevention/Crime Watch.....	845-4123
Engineering Division	845-4080
Fire Department –Fire or Medical Emergency	Dial 911
Station #1 600 W. Blue Heron Blvd.	845-4100
Station #2 1663 West Blue Heron Blvd.....	840-0182
Station #3 5010 N. Ocean Drive.....	840-4800
Station #4 7501 N. Military Trail.....	840-3130
General Information Line	845-4000
Health Department – Palm Beach County.....	840-4500
Housing Authority – Riviera Beach.....	845-7450
Human Resources.....	840-4880
Hurricane Preparedness – Palm Beach County.....	712-6400
Library.....	845-4195
Marina.....	842-7806
Mayor and City Council	845-4095
Occupational License.....	845-4019
Parks and Recreation	845-4070
Planning and Zoning.....	845-4060
Police Department --Emergency	911
Police Department--Non-Emergency.....	845-4123
Property Appraiser – Palm Beach County.....	355-3230
Public Works	845-4080
Utilities Department	845-4185
Utilities Billing.....	845-4050
Utilities Customer Service.....	845-4050
Waste Management	547-4000
Zoning	845-4060
City of Riviera Beach website address	<i>www.rivierabch.com</i>

Riviera Beach Police Department

Service is Job One!



Robert Coppin
Assistant
Chief of Police

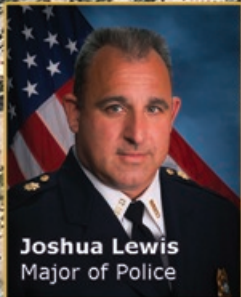


Clarence D. Williams, III
Chief of Police



Michael B. Madden
Assistant
Chief of Police

***...honored and
proud to serve!***



Joshua Lewis
Major of Police



Leonard Mitchell
Major of Police



Natalie Moore, Esq.
Code Enforcement
Administrator



*"The best waterfront city
in which to live, work and play"*



Regina Price
Major of Police



Spencer Rozier
Major of Police



Vanessa Snow
Major of Police

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Twitter: @Riviera Beach Pd

visit us

www.rivierabch.com/police

follow us

Instagram: @Rivierabechpolice

stop in and see us

Chief's Night In,
every Tuesday night
5:00 pm - 7:00 pm

friend us

Facebook: Riviera Beach Police Department

email us


police@rivierabch.com

phone us

561-845-4128

600 West Blue Heron Blvd.
Riviera Beach, FL 33404

Hashtag: #serviceisjobone



**THE INFORMATION CONTAINED IN THIS BOOKLET
IS CURRENT AS OF THE TIME OF PRINTING, AUGUST 2015
CODES ARE SUBJECT TO CHANGE
PLEASE CONTACT THE
CODE ENFORCEMENT DIVISION AT
(561) 882-3505 FOR ADDITIONAL OR MORE
DETAILED INFORMATION**

**This document was prepared by The City of Riviera Beach
Code Enforcement Division**