CITY OF RIVIERA BEACH

MUNICIPAL PARKING POLICY

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1. PURPOSE AND SCOPE

The purpose of this policy is to establish uniform regulations and administrative procedures governing public parking within the City of Riviera Beach, Florida. This policy establishes requirements for paid parking, resident parking permits, employee parking privileges, marina leaseholder eligibility, event parking, electric vehicle charging stations, disabled parking exemptions, and parking enforcement.

This policy applies to all individuals, residents, employees, visitors, businesses, event organizers, and other persons utilizing City-owned or City-managed parking facilities and designated parking areas, unless otherwise provided by applicable law or an authorized agreement.

2. AUTHORITY AND PAID PARKING ENFORCEMENT

The City of Riviera Beach shall administer and enforce parking regulations in accordance with applicable Florida law, City ordinances, resolutions, and other duly authorized regulations.

2.1 Authorization to Establish Parking Fees

The City is authorized, pursuant to applicable law and City-approved regulations, to establish and collect parking fees for designated public parking areas and facilities. This authority includes the administration of parking meters, paid parking spaces, electronic payment systems, parking fees, and applicable fines or penalties.

2.2 Payment Requirements

All vehicles parked in designated paid parking spaces or facilities shall pay the applicable parking fee using an authorized payment method. Acceptable payment methods may include:

- City-approved parking kiosks.
- Authorized electronic payment applications or systems.

2.3 Failure to Pay

Any vehicle occupying a designated paid parking space without payment, or remaining parked beyond the expiration of its paid parking session, shall be subject to enforcement action.

2.4 Enforcement Measures

The City may enforce parking violations through the issuance of parking citations and, where legally authorized, vehicle towing or immobilization. All enforcement actions shall be conducted in accordance with applicable law and established City procedures.

3. RESIDENT PARKING PERMIT ELIGIBILITY AND REQUIREMENTS

Resident parking permits may be issued to qualifying individuals who satisfy the eligibility and documentation requirements established in this section.

3.1 Residency Requirement

Applicants must establish residency within the City of Riviera Beach, Florida, to qualify for a resident parking permit, subject to the special eligibility provisions for qualifying marina slip leaseholders under Section 7 of this policy.

3.2 Vehicle Ownership and Use

The vehicle for which a permit is requested must be a personally used vehicle registered to the applicant with a Riviera Beach address matching the residents government issued picture ID. The vehicle must be registered in accordance with applicable Florida motor vehicle registration requirements.

3.3 Permit Limitation

A maximum of one (1) vehicle per eligible individual, per residential address, shall be authorized under the resident parking permit program.

3.4 Required Documentation

Applicants shall provide the following documentation when applying for a resident parking permit:

1. A current and valid driver's license.
2. Current vehicle registration identifying the vehicle and its registered owner.

If an applicant is unable to provide a current vehicle registration, the applicant may submit a valid payment receipt demonstrating that the required vehicle registration renewal has

been paid. Such receipt may be accepted as supporting documentation for permit eligibility, subject to verification and administrative approval. This exception is available one time only.

3.5 Additional Proof of Residency

If the applicant's vehicle registration does not reflect a residential address within the City of Riviera Beach, the applicant must submit a current property tax notice as additional proof of residency.

The City reserves the right to request additional documentation reasonably necessary to verify eligibility and prevent misuse of the resident parking permit program.

4. PARKING FEES AND REFUND POLICY

4.1 General Refund Policy

All parking payments made for designated paid parking areas are considered final and nonrefundable, except where otherwise required by law or expressly authorized under this policy.

4.2 Inclement Weather Refunds

Boaters who are unable to utilize multi-day pre-paid parking due to inclement weather may be considered for a parking fee refund.

Refund requests shall be subject to:

- Verification that the parking facility could not be utilized due to inclement weather.
- Submission of any supporting documentation required by the City.
- Review and approval by the designated City department or authorized representative.

Approval of a refund is at the City's sole discretion and shall be determined in accordance with established City procedures.

5. EMPLOYEE PARKING PRIVILEGES – OCEAN WALK AND RIVIERA BEACH MARINA

The City may authorize designated parking privileges for employees of businesses operating within Ocean Walk or the Riviera Beach Marina, subject to the requirements of this section.

5.1 Employee Eligibility

Employees of businesses physically located on-site at Ocean Walk or the Riviera Beach Marina may qualify for employee parking privileges, subject to registration and approval by the designated City department.

5.2 Vehicle Registration

Each eligible employee may register one (1) personal vehicle for employee parking privileges.

The registered vehicle must be associated with the eligible employee and approved through the City's employee parking registration process.

5.3 Citation Disputes and Employment Verification

Employees disputing a parking citation on the basis of approved employee parking privileges must provide documentation verifying their employment and confirming that they were scheduled to or actively working at the applicable business on the date the citation was issued and must be registered.

The City shall review the submitted documentation and determine whether the citation qualifies for dismissal or other appropriate administrative action.

Not eligible in Premium Lot.

5.4 Registration Renewal

Employee parking registrations must be renewed every ninety (90) days.

Failure to renew an employee parking registration within the required period may result in the suspension or termination of employee parking privileges.

6. CITY EMPLOYEE PARKING PRIVILEGES

6.1 Employee Eligibility

City of Riviera Beach employees may qualify for designated parking privileges, subject to registration and approval by the designated City department.

6.2 Vehicle Registration

Each eligible City employee may register one (1) personal vehicle for City employee parking privileges.

6.3 Authorized Use

City employee parking permits shall be valid only when the registered vehicle is being used in connection with official City business.

The permit shall not authorize personal, recreational, or other non-business use of designated parking facilities. Employees using their registered vehicles for purposes unrelated to official City business shall be responsible for paying all applicable parking fees.

Not eligible in Premium Lot.

6.4 Permit Compliance

City employees are responsible for ensuring that their registered vehicles are used in accordance with the conditions of the parking permit. Unauthorized use may result in suspension or revocation of parking privileges and may subject the vehicle to applicable parking enforcement actions.

7. MARINA SLIP LEASEHOLDER PARKING ELIGIBILITY

7.1 Qualifying Marina Leaseholders

For purposes of resident parking permit eligibility, an individual holding a valid Riviera Beach Marina slip lease for a minimum continuous period of five (5) months shall be considered a qualifying resident for parking permit purposes.

7.2 Verification Requirements

Applicants claiming eligibility under this provision must provide documentation establishing an active marina slip lease and demonstrating that the lease meets the minimum five-month requirement.

The City shall verify leaseholder status and may require additional documentation before issuing or renewing a parking permit.

This provision establishes eligibility for the City's parking permit program only and does not confer legal residential status for any other municipal, state, or federal purpose.

8. EVENT PARKING AND GUEST PARKING PROCEDURES

Event organizers seeking designated parking arrangements for events held at the Event Center or other City-authorized event locations shall comply with the following procedures.

8.1 Advance Parking Request

Event organizers must submit the City's designated event parking request form no fewer than thirty (30) calendar days before the scheduled event date.

Requests submitted after the required deadline may be denied or subject to additional administrative review.

8.2 Advance Payment Requirement

Full payment for the requested event parking allocation must be received and processed within three days of receiving invoice.

Parking arrangements shall not be considered confirmed until the required payment has been received and approved by the City.

8.3 Promotional Code Distribution

Following confirmation and processing of the event parking payment, the designated City department shall provide the event organizer with instructions for distributing the applicable parking promotional code.

8.4 Guest Parking Access

Guests attending the event may use the designated promotional code to access the authorized parking area without making an additional payment upon arrival, subject to the terms and conditions established for the event.

Prepaid parking validation code is good for a designated date and time slot.

Prepaid parking validation codes shall be used only for the event and parking allocation for which they were issued. Unauthorized distribution, duplication, or misuse may result in cancellation of the promotional code or other appropriate administrative action.

9. ELECTRIC VEHICLE CHARGING PARKING REQUIREMENTS

9.1 Parking Fee Obligations

All vehicles occupying designated electric vehicle charging spaces shall pay applicable parking fees in accordance with the City's established parking fee schedule.

9.2 No Automatic Parking Exemption

The use of an electric vehicle charging station does not constitute an exemption from standard parking fees.

Unless an exemption is expressly authorized by applicable law or an approved City program, all vehicles utilizing designated charging spaces must comply with posted parking regulations and payment requirements.

9.3 Compliance and Enforcement

Vehicles occupying electric vehicle charging spaces without paying applicable parking fees shall be subject to the same parking enforcement measures applicable to other designated paid parking spaces.

10. DISABLED PARKING AND STATUTORY FEE EXEMPTIONS

10.1 Applicable Statutory Authority

Parking fee exemptions shall be administered in accordance with applicable Florida law, including Section 316.1964(8), Florida Statutes, as amended.

The City shall recognize applicable statutory exemptions for qualifying vehicles and individuals in accordance with the requirements established by state law.

10.2 Qualifying Exemptions

Vehicles meeting the applicable statutory requirements may qualify for parking fee exemptions when displaying or possessing the required documentation or equipment, as applicable. Qualifying exemptions may include:

- Valid Florida Toll Exemption Permits, where recognized under applicable statutory provisions.
- Qualifying disabled veteran license plates.
- Vehicles equipped with specialized disability-access equipment that satisfy applicable statutory requirements.

Eligibility shall be determined based on the specific statutory criteria and documentation applicable to each exemption.

10.3 Standard Disabled Parking Placards

The display of a standard disabled parking permit or handicap placard, by itself, shall not automatically exempt a vehicle from parking fees in premium parking areas or designated paid parking facilities.

An exemption shall apply only when the vehicle and its occupant satisfy the specific requirements established under applicable Florida law.

10.4 Payment Obligations

Vehicles that do not qualify for an applicable statutory parking fee exemption shall be required to pay all established parking fees.

Nothing in this section shall be interpreted to limit or restrict parking privileges or exemptions expressly provided under federal or Florida law.

11. ADMINISTRATION AND COMPLIANCE

11.1 Administrative Responsibility

The designated City department shall be responsible for administering this policy, including:

- Processing and reviewing resident parking permit applications.
- Verifying employee parking eligibility and registrations.
- Verifying City employee parking eligibility and registrations.
- Verifying marina slip leaseholder eligibility.
- Processing authorized parking refunds.
- Coordinating event parking arrangements and promotional codes.
- Administering parking fee schedules and payment procedures.
- Coordinating parking enforcement and citation review.

11.2 Documentation and Verification

The City reserves the right to request, review, and verify documentation reasonably necessary to establish eligibility for parking permits, employee privileges, refunds, or statutory exemptions.

Submission of inaccurate, misleading, fraudulent, or incomplete information may result in denial, suspension, or revocation of parking privileges, subject to applicable law and established administrative procedures.

11.3 Compliance with Posted Regulations

All individuals utilizing City parking facilities are responsible for complying with posted parking regulations, payment requirements, time restrictions, and applicable permit conditions.

Failure to comply may result in citations or other authorized enforcement measures.

12. POLICY INTERPRETATION AND AMENDMENTS

This policy shall be interpreted and administered consistently with applicable federal and Florida law, the City of Riviera Beach Code of Ordinances, and duly adopted City Commission actions.

In the event of a conflict between this policy and applicable law or a duly adopted City ordinance or resolution, the controlling law, ordinance, or resolution shall prevail.

The City reserves the right to amend, revise, or supplement this policy as necessary to address operational needs, changes in applicable law, or modifications to municipal parking programs.

13. EFFECTIVE DATE

This policy shall become effective October 3, 2025 and shall remain in effect until amended, superseded, or repealed.
