

TOWN OF LOXAHATCHEE GROVES
TOWN HALL COUNCIL CHAMBERS
155 F ROAD, LOXAHATCHEE GROVES, FLORIDA. 33470
UNIFIED LAND DEVELOPMENT REVIEW COMMITTEE MINUTES
MONDAY, SEPTEMBER 16, 2024 – 6:06 P.M. – 8:03 P.M.



Meeting Audio Available Upon Request in the Office of the Town Clerk

CALL TO ORDER

Town Clerk Assistant Sammie Brown called the meeting to order at **6:06 PM**. She welcomed all members and expressed appreciation for their dedication to serving on the committee.

1. Swearing in of Committee Members

The newly appointed committee members Jo Siciliano and Paul Coleman were absent at the last August 12, 2024, ULDC Meeting. Town Clerk Assistant Sammie Brown swore them in collectively, affirming their commitment to upholding the Constitution of the United States, the State of Florida, and the Town of Loxahatchee Groves charter.

- **Oath Recited:** The newly sworn members recited the following oath.

Chair Jo Siciliano congratulated the new members, stating, “Welcome aboard. We appreciate your commitment to serve our community.” she emphasized the importance of their roles in shaping the future development of Loxahatchee Groves.

2. Selection of Chairperson and Vice Chairperson

Chair Jo Siciliano reminded members that she was selected as chairperson during the last meeting on August 12, and Committee Member Paul Coleman was selected as vice chair. Committee Member Siciliano expressed, “I’ve enjoyed serving as chair, but I believe Paul Coleman would be a great fit for the role moving forward.” She highlighted Coleman’s insights and contributions during discussions. Committee Member Jo Siciliano made a motion to nominate Committee Member Paul Coleman as the new chairperson that motion was seconded by Committee Member Karen Plante. The motion passed **unanimously, 4-0**.

Committee Member Paul Coleman expressed his preference not to serve as Vice Chair, given his appointment as the Chairperson. He stated that Committee Member Jo Siciliano, given her invaluable experience, would best serve as the Vice Chairperson. Chairperson Paul Coleman made a motion to nominate Committee Member Jo Siciliano as the Unified Land Development Committee Vice Chairperson. That motion was seconded by Committee Member Karen Plante. The motion passed **unanimously, 4-0**

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PLEDGE OF ALLEGIANCE

The committee and staff stood and recited the **Pledge of Allegiance**, reinforcing their commitment to the values and principles of the community.

ROLL CALL

Present: Committee Member Jo Siciliano, Paul Coleman, Robert Austin, Karen Plante, Town Clerk Assistant Sammie Brown, and Project Coordinator Jeff Kurtz, Committee Liaison. The Town Clerk's Assistant Confirmed that a quorum was present to proceed.

Committee Member Robert Sullivan was noted as absent.

APPROVAL OF THE AGENDA

Chair Paul Coleman called for a motion to approve the agenda. A motion was made by Committee Vice Chairperson Siciliano to approve the agenda as presented and that motion was seconded by Committee Member Robert Austin. The motion passed unanimously 4-0.

REGULAR AGENDA

1. Review of The Rural Vista Guidelines

Committee Liaison Jeff Kurtz provided a brief overview of the guidelines, noting their historical context and relevance to current development practices.

Chair Coleman stated, "We need to ensure these guidelines are more specific regarding architectural standards. Clearer guidelines will help developers understand our expectations and maintain our community's character."

The historical significance of the guidelines was noted, with Vice Chairperson Siciliano stating, "These guidelines have served us well, but we must formalize them to reflect our current needs." He stressed the need for clarity and specificity in the guidelines.

Members discussed the necessity of balancing development with the preservation of the unique rural character of Loxahatchee Groves.

Concerns were raised about past development projects that did not align with the intended rural aesthetic, with Committee Member Karen Plante commenting, "We have seen developments that stray from our vision. It is vital we address this in our guidelines."

The committee members agreed that the community's unique rural character is paramount and should not be compromised.

Committee Member Karen Plante voiced her concerns about previous developments, stating, "We need to ensure that all future developments are held accountable to these guidelines to maintain the integrity of our community." Vice Chairperson Siciliano suggested establishing a clear enforcement mechanism for the guidelines, adding, "If we don't enforce these standards, we risk losing the very essence of what makes Loxahatchee Groves special."

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Members suggested that updates to the guidelines should explicitly outline aesthetic requirements, including architectural styles and materials that align with the town's rural identity.

Committee Member Robert Austin proposed adding a section on landscaping requirements, stating, "Natural buffers should be emphasized to maintain our rural feel."

The committee members discussed the importance of defining specific architectural features that resonate with the community's character, including:

Exterior Designs: Chairperson Coleman stressed, "We should recommend styles that complement our rural landscape, steering clear of overly modern designs that clash with our aesthetic." He suggested examples of traditional styles that have been well-received in the community.

Roof Types: Vice Chairperson Siciliano emphasized the need for rooflines that fit the natural environment, stating, "We want roofs that blend in, not ones that stand out awkwardly." He proposed exploring different materials and slopes that are more traditional.

Landscaping and Parking Standards: Committee Member Karen Plante suggested, "Natural landscaping techniques should be prioritized, along with parking layouts that minimize visual impact." She advocated for more green spaces within developments to enhance community aesthetics.

Committee's Objective: Members agreed that ensuring all future developments adhere to the proposed architectural guidelines is essential for preserving the town's unique charm.

Next Steps Identified: The committee agreed to explore further specific sections of the Rural Vista guidelines at upcoming meetings.

Focus Areas for Future Discussions: The next meetings will include in-depth discussions on exteriors, roof designs, landscaping, and parking standards to refine the guidelines further. Vice Chairperson Siciliano emphasized the importance of gathering community input in the next meeting, suggesting a public forum to encourage resident participation.

COMMENTS FROM THE PUBLIC

No public comment was submitted prior to the start of the meeting, and no public comment cards were submitted during the meeting.

COMMENTS FROM COMMITTEE MEMBERS

Committee Member Karen Plante

No comments were provided by Committee Member Plante.

Committee Member Robert Austin

No comments were provided by Committee Member Austin.

Committee Vice Chairperson

No comments were provided by Committee Member Jo Siciliano.

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Committee Chairperson

No comments were provided by Committee Chairperson Paul Coleman.

CONFIRM NEXT REGULAR MEETING DATE:

The next Unified Land Development Code Review Committee Meeting will be on Monday, October 14th, 2024, at 6:00 P.M.

ADJOURNMENT

Motion to Adjourn:

Vice Chairperson Siciliano motioned to adjourn the meeting, noting, “We’ve made great progress tonight, and I look forward to our continued discussions.” The meeting was adjourned unanimously at **8:03 PM**.

ATTEST:

**TOWN OF LOXAHATCHEE GROVES,
FLORIDA**

Signed by:

Sammie T. Brown

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Sammie T. Brown, FRA-RP, MEDP
Town Clerk Assistant

Signed by:

Paul Coleman

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Paul Coleman, Committee Chairperson
Unified Land Development Code Review Committee