

TOWN OF LOXAHATCHEE GROVES
TOWN HALL COUNCIL CHAMBERS
155 F. ROAD, LOXAHATCHEE GROVES, FL 33470
UNIFIED LAND DEVELOPMENT CODE REVIEW COMMITTEE
MINUTES
MONDAY MARCH 9, 2026 4:09 PM – 5:01 PM



CALL TO ORDER

The March 9, 2026 meeting of the Unified Land Development Code (ULDC) Review Committee was called to order at 4:09 PM by Chairperson Jo Siciliano.

PLEDGE OF ALLEGIANCE

Chairperson Siciliano led the Committee in the Pledge of Allegiance.

ROLL CALL

The roll call was conducted by Gabriella Croasdaile, Assistant to the Town Clerk, with the following members present:

Present:

- Jo Siciliano – Chairperson (Seat 1)
- Karen Plante – Vice Chairperson (Seat 2)
- Danielle Harrity – Committee Member (Seat 3)
- Robert Austin – Committee Member (Seat 4)

There is a vacancy in Seat 5.

Staff Present:

- Caryn Gardner-Young – Community Standards Director/ Committee Liaison
- Gary Clough – Engineer/ Floodplain Administrator
- Gabriella Croasdaile – Assistant to the Town Clerk / Board Clerk

ADDITIONS, DELETIONS, AND/OR MODIFICATIONS TO THE AGENDA

There were no additions, deletions, and/or modifications to the agenda.

APPROVAL OF THE MINUTES

02/09/2026 Unified Land Development Code Review Committee Meeting Minutes

MOTION: CHAIRPERSON AUSTIN/ CHAIRPERSON HARRITY MOVED TO APPROVE THE 02/09/26 UNIFIED LAND DEVELOPMENT CODE REVIEW COMMITTEE MEETING MINUTES. MOTION PASSED (4-0).

PUBLIC COMMENTS

There were no public comments submitted or presented during the meeting.

REGULAR AGENDA

Introduction of Gary Clough, Floodplain Administrator

Committee Liaison Caryn Gardner – Young introduced Gary Clough, Floodplain Administrator and Engineer for the Town to assist in addressing line of sight requirements. Questions from previous meetings were also sent to Simmons & White, the Town's traffic engineers.

The Committee restated their goal of identifying what measurements work for the Town and how to make this information understandable for residents to comply with.

Considerations

a) Measurement – Edge of Pavement or Middle of Road or Other Measurements

Engineer Clough provided an overview of the historical development of sight triangle standards at the national and county levels, emphasizing their purpose in providing safety. He discussed how these standards differed from the Town but also how they were made to encompass what most places would need. He explained that while these standards are generally consistent, notably the 25-foot measurement, they are typically based on right-of-way lines, which can be difficult to identify in the Town due to varying easements, prescriptive rights, and inconsistent property conditions. The goal is to be as least invasive as you can but also as safe as it can be.

b) Measurement – Impact Width of Driveway

The Committee discussed non-typical driveway configurations, including flared and angled driveways, and how they should be addressed within the standards. Mr. Clough clarified that measurements should be taken from the primary, straight portion of the driveway and should not include flared sections.

Further discussion addressed obstructions such as fences, hedges, and other landscaping near driveways and roadways. It was noted that visibility must be maintained within the sight triangle, and obstructions should be limited in height in accordance with safety standards. The Committee emphasized the need for clear, simplified language and diagrams to help residents understand these requirements, particularly given the Town's unique property layouts.

Staff also expressed concern regarding the legal implications of adopting new standards, emphasizing the importance of ensuring that any proposed regulations are consistent with recognized engineering practices to mitigate potential liability.

Staff discussed a possible amortization provision where residents are given time to comply. Or possibly creating a program to begin adoption. It was suggested that instead of just posting on people's property code compliance could also send out courtesy notices to residents via certified mail.

MOTION: COMMITTEE MEMBER AUSTIN/ COMMITTEE MEMBER HARRITY FOR STAFF TO PRESENT AT THE NEXT MEETING PROPOSED LANGUAGE AND DIAGRAMS THAT ARE CLEAR AND MEET THE INTENT OF THE MEETING. WHICH IS:

- Adding trail and driveway diagrams;
- Two diagrams regarding trail and street;
- Clarify correct measurements;
- Language that clarifies the right of way and line of sight.

MOTION PASSES 3-1. WITH COMMITTEE MEMBER PLANTE DISSENTING.

Item C was not discussed due to time constraints and technical difficulties.

COMMITTEE MEMBER COMMENTS

No comments from the committee members at the end of the meeting.

CONFIRMATION OF THE NEXT MEETING DATE

Monday May 11, 2026

ADJOURNMENT

The meeting adjourned at 5:01 PM.

ATTEST:

**TOWN OF LOXAHATCHEE GROVES,
FLORIDA**

Jo Siciliano,
Unified Land Development Code Chairperson

Gabriella Croasdaile,
Assistant to the Town Clerk

Minutes approved at the 5/11/26 ULDC Meeting

