

# TOWN OF LOXAHATCHEE GROVES

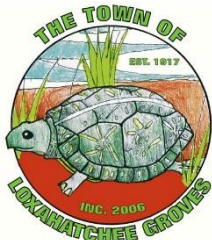
TOWN HALL COUNCIL CHAMBERS

155 F. ROAD, LOXAHATCHEE GROVES, FL 33470

## UNIFIED LAND DEVELOPMENT CODE REVIEW COMMITTEE

### AGENDA

MAY 11, 2026 – 4:00 PM



**Christine Betts (Seat 1), Committee Member**

**Karen Plante (Seat 2), Committee Member**

**Jo Siciliano (Seat 3), Committee Member**

**Robert Austin (Seat 4), Committee Member**

**Laura Danowski (Seat 5), Committee Member**

#### Administration

Board Liaison: Caryn Gardner-Young, Community Standards Director

Board Clerk: Gabriella Croasdaile, Assistant to the Town Clerk

**Civility:** Being "civil" is not a restraint on the First Amendment right to speak out, but it is more than just being polite. Civility is stating your opinions and beliefs, without degrading someone else in the process. Civility requires a person to respect other people's opinions and beliefs even if he or she strongly disagrees. It is finding a common ground for dialogue with others. It is being patient, graceful, and having a strong character. That is why we say "Character Counts" in Town of Loxahatchee. Civility is practiced at all Town meetings.

**Special Needs:** In accordance with the provisions of the American with Disabilities Act (ADA), persons in need of a special accommodation to participate in this proceeding shall within three business days prior to any proceeding, contact the Town Clerk's Office, 155 F Road, Loxahatchee Groves, Florida, (561) 793-2418.

**Comment Cards:** Anyone from the public wishing to address the Town Council, it is requested that you complete a Comment Card before speaking. Please fill out completely with your full name and address so that your comments can be entered correctly in the minutes and give to the Town Clerk. During the agenda item portion of the meeting, you may only address the item on the agenda being discussed at the time of your comment. During public comments, you may address any item you desire. Please remember that there is a three (3) minute time limit on all public comment. Any person who decides to appeal any decision of the Council with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose, may need to ensure that a verbatim record of the proceedings is made which included testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodations in order to participate should contact the Town Clerk's Office (561-793-2418), at least 48 hours in advance to request such accommodation.

**COMMITTEE AGENDA ITEMS**

**CALL TO ORDER**

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**ADDITIONS, DELETIONS, AND/OR MODIFICATIONS TO THE AGENDA**

**APPROVAL OF THE MINUTES**

- [1.](#) 03/09/2026 Unified Land Development Code Review Committee

**PUBLIC COMMENTS**

*A limited public audience can be accommodated in our Town Council chambers with mandatory facemasks and socially spaced seating. Public Comments for all meetings may be received by email, or in writing to the Town Clerk's Office until 12:00 p.m. (noon) day of the meeting. Comments received will be "received and filed" to be acknowledged as part of the official public record for the meeting. The meeting will be live-streamed and close-captioned for the general public via our website, instructions are posted there.*

**REGULAR AGENDA**

2. Swearing in of New Member - Laura Danowski
3. Swearing in of New Member - Jo Siciliano
4. Appointment of Chair and Vice Chair
- [5.](#) Discussion of Line of Sight
6. Discussion of Sign Code
7. Discussion of Possible Code Amendments for Chair to Present to Town Council

**COMMITTEE MEMBER COMMENTS**

**Laura Danowski (Seat 5), Committee Member  
Robert Austin (Seat 4), Committee Member  
Jo Siciliano (Seat 3), Committee Member  
Karen Plante (Seat 2), Committee Member  
Christine Betts (Seat 1), Committee Member**

**CONFIRMATION OF THE NEXT MEETING DATE**

8. Monday June 8, 2026

**ADJOURNMENT**

Published and Posted on Monday May 5, 2026

By: Gabriella Croasdaile, Assistant to the Town Clerk/Board Clerk

**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

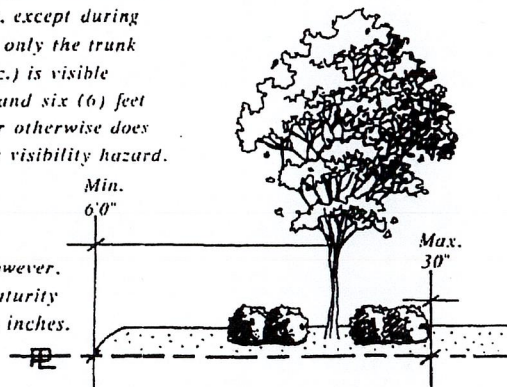


## PROPOSED LANGUAGE TO ADDRESS COMMITTEE'S CONCERNS

- (A) Within the triangular areas described in subsection (C) of this section, it shall not be permissible to install, set out or maintain, or to allow the installation, setting out or maintenance of, either temporarily or permanently, any vehicular parking space, sign, wall, hedge, shrubbery, tree, earth mound, natural growth or other obstruction of any kind which obstructs cross-visibility at a level between thirty (30) inches and eight (8) feet above the level of the center of the adjacent intersection except as provided in subsection (B) of this section. Trees located within clear sight triangles shall be installed with a minimum of eight feet of clear trunk. Shrubby is permitted, however, the maximum height at maturity may not exceed 30 inches. Any wall or fence within the sight triangle must be constructed in such a manner as to provide adequate cross-visibility over or through the structure between thirty (30) inches and eight (8) feet in height above the driving surface.

*\*Within the sight triangle, trees shall be permitted as long as, except during early growth stages, only the trunk (no limbs, leaves, etc.) is visible between the ground and six (6) feet above the ground, or otherwise does not present a traffic visibility hazard.*

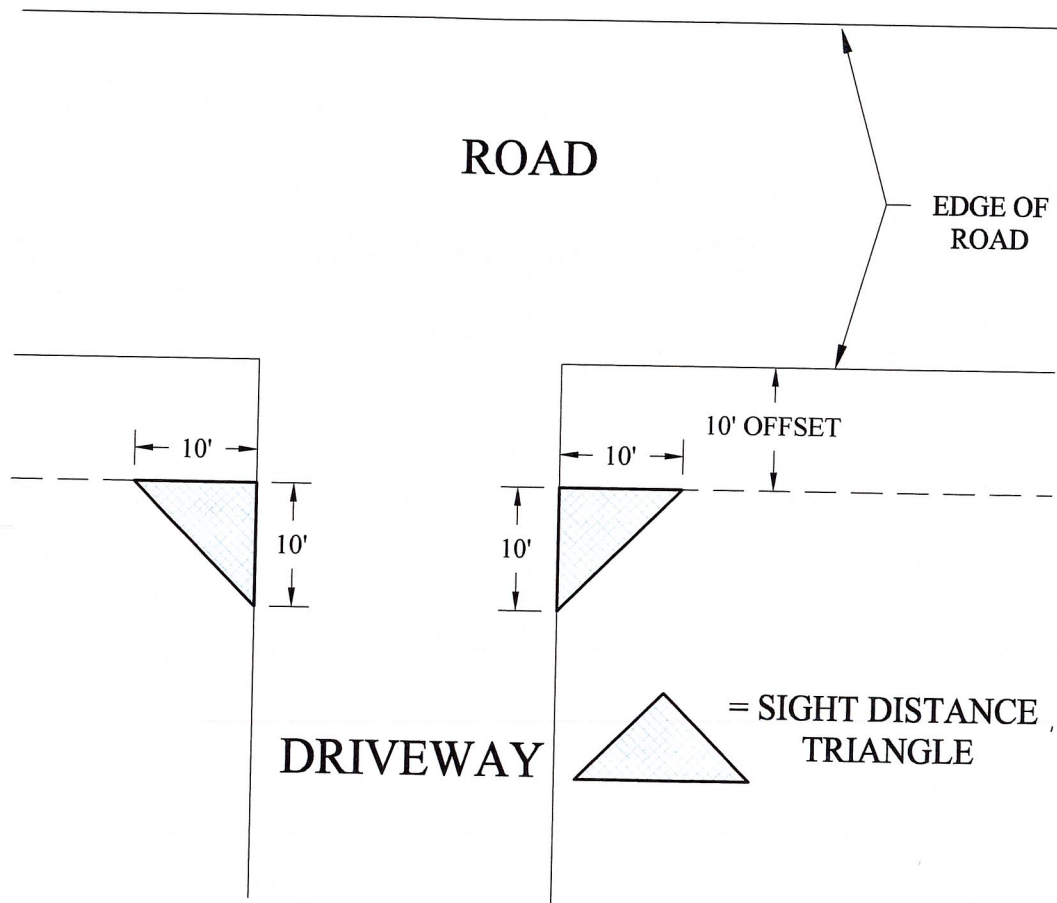
*\*Shrubby is permitted, however, the maximum height at maturity may not exceed thirty (30) inches.*



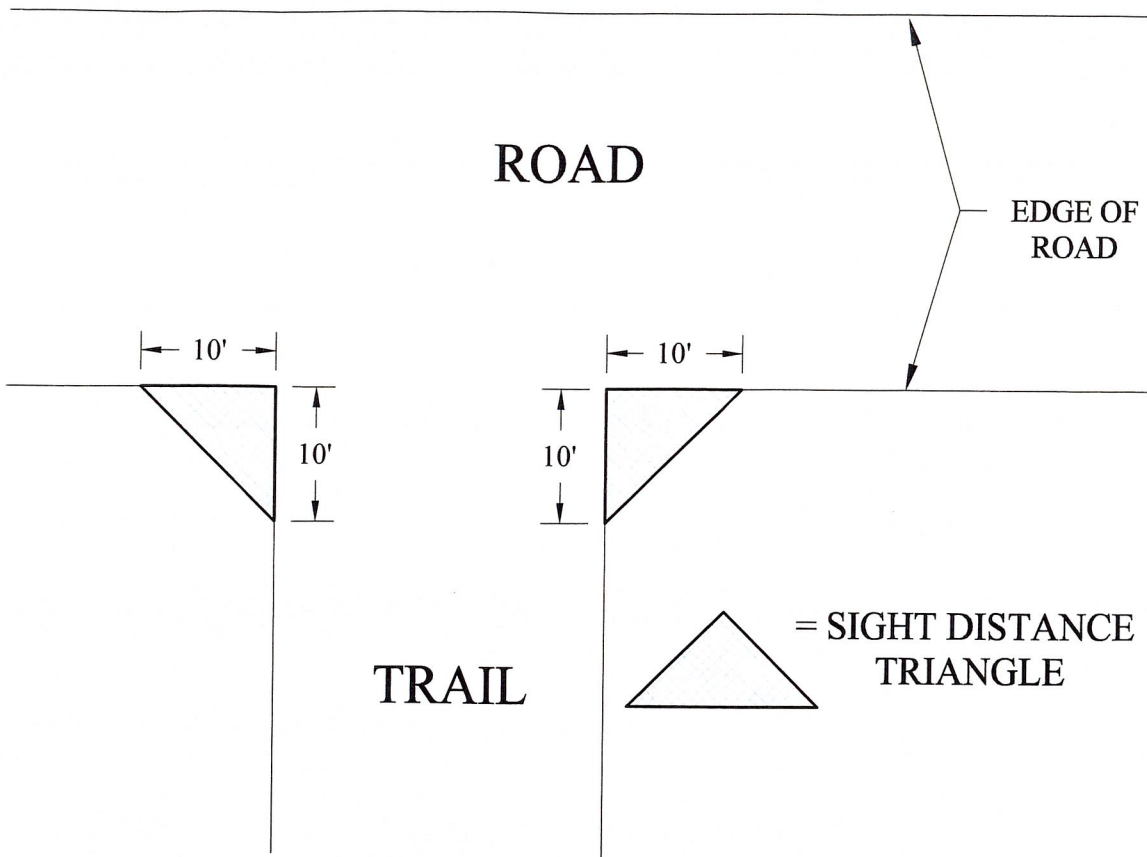
- (B) The following will be permitted within the triangular areas described below:
- (1) Trees having limbs and foliage trimmed in such a manner that no limbs or foliage extend into the area between thirty (30) inches and eight (8) feet above the level of the center of the adjacent intersection. Trees must be so located so as not to create a traffic hazard. Landscaping, except required grass or ground cover, shall not be located closer than **four (4)** feet from the edge of any roadway pavement unless in conflict with the state department of transportation clearance criteria which shall prevail, and three (3) feet from the edge of any alley or driveway pavement.
  - (2) Fire hydrants, public utility poles, government approved or required structures, street markers and traffic control devices. Posts for illuminating fixtures, traffic control, fences and street name signs are permitted, so long as the sign or equipment is not within the prescribed clear space and the fence does not visually impede the clear sight of the intersection.

(C) The triangular areas referred to are:

- (1) *Cross-visibility requirements at the intersection of driveways and street lines.* Where a driveway intersects a street, the triangular area of property on both sides of a driveway formed by the intersection of each side of the driveway and a 10' offset from the edge of roadway, with two (2) sides of each triangle being ten (10) feet in length from the point of intersection and the third side being a line connecting the ends of the two other sides. ~~If a gate is replaced with a fence for an accessway then sight triangle regulations do not apply.~~ The town engineer may waive this requirement where it is not necessary to ensure adequate cross-visibility, such as for driveways that cross canals.



- (2) *Cross-visibility requirements at the intersection of trails and street lines.* Where a crosswalk intersects a vehicular access aisle, driveway or an ultimate right-of-way or street line, the triangular area of property on both sides of a crosswalk or walkway formed by the intersection of each side of the walkway and the edge of roadway or aisle with two (2) sides of each triangle being ten (10) feet in length from the point of intersection and the third side being a line connecting the ends of the two sides.



- (3) *Cross-visibility requirements at the intersection of two streets.* Where two (2) streets intersect, the triangular area of property on all sides of the intersection, formed by the intersection of two (2) or more private or public roads with two (2) sides of the triangle area being twenty-five (25) feet in length along a 10' offset line from the abutting edge of roadways measured from their point of intersection, and the third side being a line connecting the ends of the other two sides.

