

TOWN OF LOXAHATCHEE GROVES

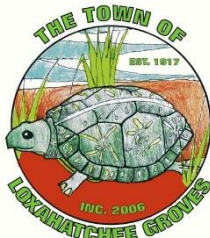
TOWN HALL COUNCIL CHAMBERS

155 F. ROAD, LOXAHATCHEE GROVES, FL 33470

UNIFIED LAND DEVELOPMENT CODE REVIEW COMMITTEE

AGENDA

JUNE 08, 2026 – 4:00 PM



Jo Siciliano (Seat 3), Chair

Karen Plante (Seat 2), Vice Chair

Christine Betts (Seat 1), Member

Robert Austin (Seat 4), Member

Laura Danowski (Seat 5), Member

Administration

Acting Town Manager Valerie Oakes

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.

Quasi-Judicial Hearings: Some of the matters on the agenda may be "quasi-judicial" in nature. Town Council Members are required to disclose all ex-parte communications regarding these items and are subject to voir dire (a preliminary examination of a witness or a juror by a judge or council) by any affected party regarding those communications. All witnesses testifying will be "sworn" prior to their testimony. However, the public is permitted to comment, without being sworn. Unsworn comment will be given its appropriate weight by the Town Council.

Appeal of Decision: If a person decides to appeal any decision made by the Town Council with respect to any matter considered at this meeting, he or she will need a record of the proceeding, and for that purpose, may need to ensure that a verbatim record of the proceeding is made, which record includes any testimony and evidence upon which the appeal will be based.

Consent Calendar: Those matters included under the Consent Calendar are typically self-explanatory, non controversial, and are not expected to require review or discussion. All items will be enacted by a single motion. If discussion on an item is desired, any Town Council Member, without a motion, may "pull" or remove the item to be considered separately. If any item is quasi-judicial, it may be removed from the Consent Calendar to be heard separately, by a Town Council Member, or by any member of the public desiring it to be heard, without a motion.

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.](#) Approval of minutes from the May 11, 2026 ULDC Meeting.

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.](#) Discussion regarding Pillars of Strategic Planning.

COMMITTEE MEMBER COMMENTS

Laura Danowski (Seat 5), Member

Robert Austin (Seat 4), Member

Christine Betts (Seat 1), Member

Karen Plante (Seat 2), Vice Chair

Jo Siciliano (Seat 3), Chair

CONFIRMATION OF THE NEXT MEETING DATE

3. Monday, July 13, 2026 at 4:00 P.M.

ADJOURNMENT

TOWN OF LOXAHATCHEE GROVES
TOWN HALL COUNCIL CHAMBERS
155 F. ROAD, LOXAHATCHEE GROVES, FL 33470
UNIFIED LAND DEVELOPMENT CODE REVIEW COMMITTEE
MINUTES
MONDAY MAY 11, 2026 4:06 PM – 5:57 PM



CALL TO ORDER

The May 11, 2026 meeting of the Unified Land Development Code (ULDC) Review Committee was called to order at 4:09 PM by Gabriella Croasdaile, Assistant to the Town Clerk

PLEDGE OF ALLEGIANCE

Assistant to the Town Clerk Croasdaile led the Committee in the Pledge of Allegiance.

ROLL CALL

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

Present:

- Christine Betts – Committee Member (Seat 1)
- Karen Plante – Committee Member (Seat 2)
- Jo Siciliano – Committee Member (Seat 3) [Arrived during the meeting and was sworn in upon arrival]
- Robert Austin – Committee Member (Seat 4)
- Laura Danowski – Committee Member (Seat 5)

Staff Present:

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

ADDITIONS, DELETIONS, AND/OR MODIFICATIONS TO THE AGENDA

Two modifications were made to the agenda.

Community Standards Director Gardner-Young added two modifications to the agenda. She added Item 2a, to include the swearing in of Committee Member Christine Betts alongside the other new members. She added Item 7a, to address a directive from the Town Council received at the April 21, 2026 Council Meeting, requesting that the ULDC develop a definition of "rural," identify four to five community pillars, and suggest one or two community events. She indicated that she would distribute a written handout summarizing the Council's directive.

**MOTION: COMMITTEE MEMBER DANOWSKI/ COMMITTEE MEMBER AUSTIN
MOVED TO APPROVE THE AGENDA WITH THE MODIFICATIONS.
 MOTION PASSED (4-0).**

APPROVAL OF THE MINUTES

03/09/2026 Unified Land Development Code Review Committee Meeting Minutes

**MOTION: COMMITTEE MEMBER AUSTIN/ COMMITTEE MEMBER DANOWSKI
MOVED TO APPROVE THE 03/09/26 UNIFIED LAND DEVELOPMENT
CODE REVIEW COMMITTEE MEETING MINUTES. MOTION PASSED (4-
0).**

PUBLIC COMMENTS

Public comment received from James Borsus showing his support for nurserymen and those who have landscape services.

Public comment received from Jim Frogner stating his concerns for businessmen who don't necessarily fit into the Town's code. That he would like to use his experience in rewriting code to include these people in the Town's code.

REGULAR AGENDA

Swearing in of New Member – Laura Danowski/ Swearing in of Christine Betts

Committee Member Danowski and Committee Member Betts were sworn in, and their oaths of office were executed.

Swearing in of New Member – Jo Siciliano

Committee Member Siciliano was sworn in and her oath of office was executed.

Appointment of Chair and Vice Chair

The committee initially voted to defer the item until after Committee Member Siciliano's arrival. Upon her arrival, the appointments proceeded.

MOTION: COMMITTEE MEMBER PLANTE/ COMMITTEE MEMBER AUSTIN MOVED TO NOMINATE JO SICILIANO AS CHAIRPERSON FOR THE ULDC. MOTION PASSED (3-2). WITH COMMITTEE MEMBER DANOWSKI AND COMMITTEE MEMBER BETTS DISSENTING.

MOTION: CHAIRPERSON SICILIANO/ COMMITTEE MEMBER DANOWSKI MOVED TO NOMINATE KAREN PLANTE AS VICE CHAIR. MOTION PASSED (5-0).

Discussion of Line of Sight

Director Gardner-Young discussed the issuance of courtesy letters related to line-of-sight concerns by code enforcement, which led the Town Council to request that the ULDC consider amending existing provisions.

Gary Clough, Town Engineer, presented revised drafts and diagrams, focusing on changing measurement standards from right-of-way lines, which are often ambiguous due to easements, to the edge of pavement with a 10-foot offset for simplicity. He stated that the proposed dimensions for line-of-sight measurements are 25 feet for street-to-street and a 10-foot corner clip for driveway-to-street.

There was ongoing debate on whether enforcement should be driven by complaints or be proactive, considering the town's complex road conditions. While enforcement is currently paused, it could resume if the Council designates it as a life-health-safety issue. The discussion also addressed the impact on trails, notably the sight triangles on canal-side equestrian trails, affecting multiple properties.

Attorney Kurtz highlighted that property owners might need to comply, as this is an essential safety concern.

Public comment received from Jim Frogner stating his approval for the proposed line of sight/ sight triangles.

Public comment received from James Borsus where he states that the proposed regulations are pretty standard that the only suggestion would be to reconsider the height of branches for residents who ride horses.

MOTION: COMMITTEE MEMBER AUSTIN / COMMITTEE MEMBR DANOWSKI MOVED TO ACCEPT 25 FT STREET – TO – STREET AND 10 FT CLIP FOR DRIVEWAYS, WITH THE NOTION THAT LINE OF SIGHT BE COMPLAINT DRIVEN. MOTION PASSED (3-2) WITH CHAIRPERSON SICILIANO AND VICE CHAIR PLANTE DISSENTING.

Discussion of Sign Code

Town Attorney Kurtz provided an overview of the draft sign code ordinance previously developed by the prior committee composition, with the significant caveat that the ordinance cannot be advanced to the Planning and Zoning Board until at least October 1, 2027, due to restrictions imposed by Florida Senate Bill 180. That legislation prohibits municipalities from proposing more restrictive sign regulations within a defined period following a hurricane disaster declaration in the county. He summarized the principal features of the draft ordinance.

Committee members raised questions about the practical implications of requiring permits for temporary real estate signs, the elimination of monument signs in the AR district, and the feasibility of the 9-square-foot primary sign limitation.

Attorney Kurtz noted that all of these provisions remain open for further discussion before the October 2027 effective date.

The committee took no formal action on the sign code and will revisit it at a future meeting.

Discussion of Possible Code Amendments for Chair to Present to Town Council/ Discussion – Council Directive: Definition of Rural, Community Pillars, and Community Events

Director Gardner-Young summarized the Town Council's directive from the April 21, 2026, Council Meeting: ULDC must develop a definition of "rural," identify four to five pillars to support rural lifestyle quality and property values, and suggest ways to promote the community. This directive applies to all Town Committees, with the Chair to present recommendations in July.

Committee thoughts included: exploring the Southern Boulevard corridor revamp's impact and define unwanted developments like large-scale commercial operations on agricultural-zoned properties; others wanted to limit commercial vehicles on residential-agricultural parcels; support for the linear parks and trail connectivity, possibly reducing through-traffic, citing F Road's closure as an effective example.

Ms. Betts highlighted wildlife lighting standards as a priority.

Director Gardner-Young advised reviewing the ULDC use table for the next meeting's code amendment prioritization.

Attorney Kurtz mentioned a possible Loxahatchee Avenue closure discussion at an upcoming Council agenda.

COMMITTEE MEMBER COMMENTS

There were no comments from the Committee Members at the end of the meeting.

CONFIRMATION OF THE NEXT MEETING DATE

There was confirmation that the next meeting will be on Monday, June 8, 2026.

ADJOURNMENT

The meeting adjourned at 5:57 P.M. With a motion from Committee Member Danowski and second from Committee Member Plante. Motion passed (5-0).

ATTEST:

**TOWN OF LOXAHATCHEE GROVES,
FLORIDA**

Jo Siciliano,
Unified Land Development Code Chairperson

Gabriella Croasdaile,
Assistant to the Town Clerk



TOWN OF LOXAHATCHEE GROVES UNIFIED LAND DEVELOPMENT COMMITTEE AGENDA ITEM MEMORANDUM

Item 2.

TO: Unified Land Development Committee
FROM: Valerie Oakes, Acting Town Manager
DATE: June 8, 2026
SUBJECT: Discussion Regarding Pillars of Strategic Planning

Legal Sufficiency: N/A

Background:

Per the Town Council's direction, the Town's Boards and Committees have been tasked with participating in a strategic visioning initiative focused on defining the Town's rural character, identifying strategic pillars that support the overarching goals of preserving quality of life and protecting resident property values, and developing concepts and initiatives that promote and encourage those objectives.

The proposed worksheet is intended to facilitate meaningful discussion and constructive feedback regarding the future of the Town of Loxahatchee Groves, including, but not limited to, the following:

- Defining what the term "rural" means within the context of the community;
- Identifying strategic pillars that support quality of life, community identity, and protection of resident property values;
- Encouraging concepts, initiatives, and long-term planning efforts that preserve and promote the Town's rural character and overall community vision;
- Identifying priorities, projects, and initiatives Boards and Committees would like the Town Council to consider for future planning, policy direction, and implementation; and
- Establishing a more unified and collaborative strategic planning framework among Boards, Committees, staff, and the Town Council.

The worksheet is intended to serve as a planning and discussion tool and may assist in identifying common themes, community priorities, and long-term strategic goals for the future of Loxahatchee Groves.

Recommendation/Motion:

Discuss the worksheet between the committee liaison and chair for presentation to Town Council at the June 16 meeting.

Attachments: Strategic Planning Worksheet

TOWN OF LOXAHATCHEE GROVES

Strategic Visioning & Priorities Worksheet

PURPOSE

The purpose of this worksheet is to assist the Town Council, advisory boards, and committees in identifying priorities, initiatives, and long-term goals for the future of the Town of Loxahatchee Groves. This exercise is intended to promote collaborative planning efforts focused on preserving the Town’s unique rural character and enhancing overall quality of life for current and future generations.

SECTION 1 — DEFINING “RURAL” IN LOXAHATCHEE GROVES

In your opinion, what does the term “rural” mean within the context of the Town of Loxahatchee Groves?

Consider: community identity, agriculture and equestrian lifestyle, open space preservation, roadway character, environmental preservation, density, and community values.

Response:

SECTION 2 — STRATEGIC PILLARS

Identify three (3) to four (4) major strategic pillars that support the Town’s overall vision, quality of life, and protection of resident property values.

Examples: Rural Preservation, Infrastructure & Drainage, Public Safety, Community Engagement, Agriculture & Equestrian Support, and Government Transparency.

Response:

SECTION 3 — COMMUNITY CONCEPTS & INITIATIVES

Identify one (1) to two (2) concepts, programs, initiatives, or ideas that could help promote or encourage the strategic pillars identified above.

Examples may include, equestrian trail systems, agricultural education, agritourism branding, historic preservation initiatives, or community events.

Concept / Initiative #1:

Concept / Initiative #2:

SECTION 4 — BOARD PRIORITIES & REQUESTS TO TOWN COUNCIL

Please identify projects, initiatives, policies, or priorities that your board or committee believes should be requested of the Town Council for consideration.

Priority Requests:

- 1. _____
- 2. _____
- 3. _____
- 4. _____
- 5. _____

SECTION 5 — ADDITIONAL COMMENTS OR IDEAS

Please provide any additional comments, recommendations, concerns, or ideas related to the future of Loxahatchee Groves.

SUBMITTED BY

Board/Committee: _____

Name: _____

Date: _____