

TOWN OF LOXAHATCHEE GROVES

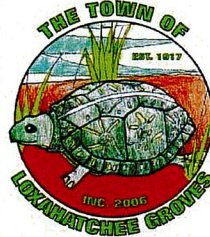
TOWN HALL COUNCIL CHAMBERS

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

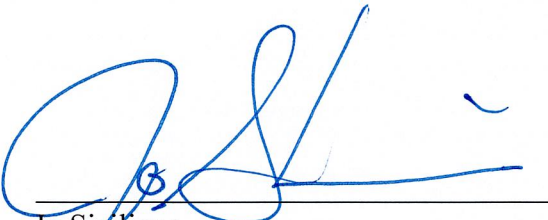
There was confirmation that the next meeting will be on Monday, June 8, 2026.

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