

# TOWN OF LOXAHATCHEE GROVES

TOWN HALL COUNCIL CHAMBERS

155 F ROAD, LOXAHATCHEE GROVE, FLORIDA. 33470

## UNIFIED LAND DEVELOPMENT REVIEW COMMITTEE MINUTES

MONDAY, JANUARY 13, 2024 – 6:00 P.M. – 7:30 P.M.



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

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### **CALL TO ORDER**

Chairperson Paul Coleman called the meeting to order at **6:00 PM**. He welcomed all members and expressed appreciation for their dedication to serving on the committee. Followed by the Pledge of Allegiance led by Chairperson Coleman

### **ROLL CALL**

Chairperson Paul Coleman, Vice Chairperson Jo Siciliano, Committee Member Karen Plante, Committee Member Robert Austin, newly appointed Committee Member Brian Zanowski, Committee Liaison Jeff Kurtz, and Town Clerk Assistant Sammie Brown.

### **APPROVAL OF AGENDA**

Motion made by Committee Member Siciliano and seconded by Committee Member Plante to approve the meeting agenda. This motion passed unanimously 4-0 (Committee Member Zanowski had yet to be sworn in).

### **APPROVAL OF MINUTES**

Committee Member Siciliano made a motion, Seconded by Committee Member Austin, to approve the previous meeting minutes with corrections, including updating Committee Member Siciliano's attendance and reflecting that Committee Member Austin was not absent from the Zoning Professionals Training. This motion passed unanimously 4-0 (Committee Member Zanowski had yet to be sworn in).

### **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.

**REGULAR AGENDA**

**ITEM 2**

At this time, Town Clerk Assistant Sammie Brown administered the Oath of Office to Mr. Brian Zanowski, officially swearing him in as a newly appointed Unified Land Development Review Committee member.

**ITEM 3**

In the discussion regarding Rural Vista Guidelines and landscape buffers, Committee Liaison Jeff Kurtz provided a visual overview of town properties with the ULDC Committee, emphasizing the importance of landscaping and buffer zones in maintaining a rural aesthetic. Properties with greater landscaping depth of 50-60 feet significantly enhance the rural feel, while those with only 25-foot buffers lack the same visual appeal. Additionally, several commercial properties currently do not meet rural design expectations, underscoring the need for improved landscaping and architectural integration. The committee reached a consensus that a 25-foot buffer is inadequate, recommending expansion to at least 50 feet as a minimum standard. Aesthetic elements such as landscape breaks, porches, and architectural variation were also noted as improvements to the rural character.

The discussion refocused on emphasizing rural architectural styles, including porches, varied rooflines, and natural materials. Concerns were raised about strip mall-style developments that does not align with rural aesthetics. The committee also considered the placement of parking (front vs. rear) and its impact on overall appearance. Example properties reviewed included Red Barn, which has a 56-foot buffer and good rural integration, Everglades Farm Equipment, with a 45-foot buffer showing moderate compliance, and the Publix Shopping Center, which has only a 21-25-foot buffer and lacks rural character. Culvers was also noted as having a 25-foot buffer, which was deemed insufficient.

The committee decided they would like to amend the rural vista guidelines to strengthen Design standards. A motion was made to accept the memo outlining Rural Vista design elements with two additional directives: increasing the landscape buffer size to at least 50 feet and establishing clear signage standards to prevent non-rural commercial signage. The motion was made by Jo Siciliano, seconded by Karen Plant, this motion passed unanimously (5-0).

**ITEM 3 - CONFIRM NEXT REGULAR MEETING DATE**

The committee discussed the meeting schedule and confirmed the next February 10, 2025, meeting. The March meeting was rescheduled from March 10 to March 3, 2025, to avoid conflicts with the municipal election.

**COMMENTS FROM COMMITTEE MEMBERS**

**Committee Member Karen Plante**

Committee Member Karen Plant expressed frustration over past committee efforts not coming to fruition and emphasized the need for enforceable guidelines.

**Committee Member Robert Austin**

Committee Robert Austin suggested looking at additional rural commercial design models.

**Committee Member Brian Zanowski**

Committee Member Brian Zanowski appreciated the thorough presentation and the ability to review materials beforehand.

**Committee Chairman Paul Coleman**

Committee Member Paul Coleman commended the group's progress and noted the importance of ensuring the guidelines reflect the committee's vision.

**ADJOURNMENT**

**Motion to Adjourn:**

A motion to adjourn the meeting was made by Committee Plante and seconded by Brian Zanowski. The motion passed unanimously 5-0, and the meeting adjourned at 7:30 P.M.

**ATTEST:**

**TOWN OF LOXAHATCHEE GROVES,  
FLORIDA**

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

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Paul Coleman  
United Land Development Code Review Committee  
Chairperson