



TOWN OF LOXAHATCHEE GROVES
ROADWAY, EQUESTRIAN TRAILS & GREENWAY
COMMITTEE MEETING AGENDA
Wednesday, June 24, 2015

Committee Member Jo Siciliano

Committee Member Kathy Strehlow

Committee Member Nina Corning

Committee Member Katie Davis

Committee Member Bill Louda

Town Council Liaison Tom Goltzené

Mayor David Browning, Seat 4
Vice-Mayor Ronald D. Jarriel, Seat 1
Councilman Tom Goltzené, Seat 5
Councilman Ryan Liang, Seat 3
Councilman Jim Rockett, Seat 2



Town of Loxahatchee Groves
Roadway, Equestrian Trails & Greenway
Advisory Committee Meeting
Wednesday, June 24, 2015 at 6:30 p.m.
Meeting Location: Town Hall, 155 F Road

Committee Member Jo Siciliano
Committee Member Kathy Strehlow
Committee Member Nina Corning
Committee Member Katie Davis
Committee Member Bill Louda
Town Council Liaison Tom Goltzené

Town Manager William F. Underwood II
Town Clerk Janet K. Whipple
Town Planning Consultant Jim Fleischmann

**TENTATIVE
SUBJECT TO
REVISION**

PUBLIC NOTICE/AGENDA

*Vision: To Develop a Recreational Greenways and Equestrian
Trail Network for the Rural Town of Loxahatchee Groves.*

1. OPENING

- a. Call to Order & Roll Call
- b. Pledge of Allegiance & Invocation
- c. Approval of Agenda
- d. Appointment of Chair**
- e. Appointment of Vice-Chair**

2. MINUTES - NONE

3. PRESENTATIONS

4. OLD BUSINESS

5. NEW BUSINESS

- a. Resolution No. 2015-18 Public Participation during Board/Committee Meetings.
- b. Valencia Village Site Plan Horse Trails (Drysdale Property).
- c. Trails Survey & Recording Update.

6. ADMINISTRATIVE UPDATE

7. CLOSING COMMENTS

- a. Public
- b. Committee Members
- c. Concluding Administrative Remarks

8. ADJOURNMENT

The next meeting is to be determined.

Comments Cards: Anyone from the public wishing to address this Committee must complete a Comment Card before speaking. This must be filled out completely with your full name and address and given to the Town Clerk. During the meeting, before public comments, you may only address the item on the agenda in which is 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 this Committee 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.

TOWN OF LOXAHATCHEE GROVES

RESOLUTION NO. 2015-18

A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF LOXAHATCHEE GROVES, FLORIDA, RELATING TO PROCEDURES AND PUBLIC PARTICIPATION FOR TOWN BOARD AND COMMITTEE MEETINGS; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the Town Council finds it in the best interest of the Town to confirm a uniform policy, based upon the policy used by the Town Council, for conduct of business and public participation at Town Board and Committee meetings.

NOW, THEREFORE, be it resolved by the Town Council of the Town of Loxahatchee Groves as follows:

Section 1. Each “WHEREAS” clause set forth above is true and correct and herein incorporated by this reference.

Section 2. All meetings of Town boards and committees shall be conducted in accordance with the following:

- A. All meetings or workshops shall be governed by the Rules of Procedure set forth herein, where applicable.
- B. Any board or committee member desiring to speak must be recognized by the Chair. If the Chair desires to participate in a discussion, he or she shall do so only when all members of the board or committee have spoken at least once (if so desired). No member of the board or committee shall interrupt another member of the board or committee who has been recognized by the Chair and no member shall dominate the floor in excess of five (5) minutes without offering to yield to other members of the board or committee.
- C. The Chair shall not use that position to dominate debate or discussion, nor unreasonably cut short or prolong any debate, discussion or taking of any vote.
- D. Any matters not specifically addressed by this policy will be governed by Robert's Rules of Order to the extent possible.
- E. Except when abstaining from voting in accordance with Florida Statutes, each member who is present at a meeting must vote on each decision, ruling or other official act. A roll call vote may be had on any matter for which the Chair deems is appropriate; otherwise, all votes may be done by voice vote. For roll call votes, the order of each member vote will rotate after each roll call vote. The Chair shall

announce the results after each vote.

- F. Public comments shall be placed on the agenda at the beginning of the meeting and at the end of meeting. Public comments will also be entertained for each agenda item. Public Comment will be allowed after board or committee deliberation and prior to the vote on any item. Public comment is an opportunity for members of the public to make comment, and shall not be a question/answer period conducted with the board or committee. Persons desiring to speak on an item shall submit a comment card to the board or committee clerk. All public comments shall be limited to a three (3) minute time period.

Section 3. All resolutions or parts of resolutions in conflict herewith are hereby repealed to the extent of such conflict.

Section 4. If any clause, section, other part or application of this Resolution is held by any court of competent jurisdiction to be unconstitutional or invalid, in part or application, it shall not affect the validity of the remaining portions or applications of this Resolution.

Section 5. This Resolution shall become effective upon adoption.

RESOLVED AND ADOPTED by the Town Council of the TOWN OF LOXAHATCHEE

GROVES, Florida this 19th day of May, 2015.

ATTEST:

Janet K. Whipple
Janet K. Whipple, Town Clerk

TOWN OF LOXAHATCHEE GROVES,
FLORIDA

David Browning
Mayor David Browning

Ronald Garret
Vice-Mayor Ron Jarriel

Tom Goltzené
Council Member Tom Goltzené

Ryan Liang
Council Member Ryan Liang

Jim Rockett
Council Member Jim Rockett

APPROVED AS TO LEGAL FORM:

[Signature]
Town Attorney

Town of Loxahatchee Groves, FLORIDA
RETAG ADVISORY COMMITTEE AGENDA ITEM REPORT

AGENDA ITEM 5.b VALENCIA VILLAGE

PREPARED BY: Jim Fleischmann

SUBJECT: Drysdale Site Plan Application SP 15-3 (Valencia Village)

1. BACKGROUND/HISTORY

Problem Statement: The RETAG Advisory Committee should review and consider the proposed equestrian trail.

Problem Solution: Recommendation regarding the equestrian trail.

The property was granted a Future Land Use designation (Town Ordinance 2014-01) from Rural Residential 5 to Commercial Low and a rezoning (Town Ordinance 2014-02) from Agricultural Residential to Commercial Low).

2. CURRENT ACTIVITY

The application has requested site plan approval for a 28,400 sq. ft. commercial facility consisting of three one-story commercial buildings; 14,400 sq. ft.; 10,000 sq. ft.; and 4,000 sq. ft. An equestrian trail is proposed

3. ATTACHMENTS

1. Staff Summary: Site Plan Application 15-3 (Drysdale Property)

4. FINANCIAL IMPACT

Work on this project is funded by a Cost Recovery Account funded by the Applicant

5. RECOMMENDED ACTION

Recommendation regarding the proposed equestrian trail.

**TOWN OF LOXAHATCHEE GROVES
RETAG Advisory Committee
June 24, 2015**

AGENDA ITEM 5.b. STAFF SUMMARY:

1. Site Plan Application 15-3; Drysdale Property (Valencia Village)

Project Name: Drysdale Property.

Agent: Nancy Drysdale.

Applicant: Nancy Drysdale.

Owner: Nancy C. Drysdale.

Parcel Control Numbers (PCN): 41-41-43-32-01-000-2080 (0.67 acres);
41-41-43-32-01-000-2090 (0.67 acres); 41-41-43-32-01-000-2100 (5.21 acres).

Project Location: Northwest Corner of Valencia Drive (Southern Blvd.) and
Loxahatchee Avenue.

Size of Property: 6.55 acres.

FLU Map Designation: Commercial Low (CL); Town Ordinance 2014-01.

Zoning Map Designation: Commercial Low (CL); Town Ordinance 2014-02.

Existing Use: Single-family, in part; 1,751 sq. ft. residence; and vacant, in part.

Maximum Development Potential Proposed Land Use: 28,532 sq. ft. of CL space
(6.55 acres x 43,560 sq. ft. per acre x 0.1 FAR)

Approval History

The property was granted Future Land Use Map (Town Ordinance 2014-01; from Rural Residential 5 to Commercial Low) and rezoning (Town Ordinance 2014-02; from Agricultural Residential to Commercial Low).

To insure consistency with the Town's planning documents and compatibility with surrounding land uses, Ordinance 2014-01 was approved subject to the following condition:

- Prior to submitting a site plan, the Roadway Equestrian Trails and Greenways (RETAG) Advisory Committee shall be consulted regarding the incorporation of an equestrian trail within the development program.

Application Summary

The application has requested site plan approval for a 28,400 sq. ft. commercial facility consisting of three one-story commercial buildings; 14,400 sq. ft.; 10,000 sq. ft.; and 4,000 sq. ft. An equestrian trail is included in the proposed site plan. See Statement of Use (Attachment A) and Site Plan (Attachment B)

Staff Finding and Recommendation

Staff finds the proposed Site Plan, dated February, 2015, consistent with the Town's Comprehensive Plan, ULDC zoning requirements and Site Plan criteria and recommends approval of Site Plan Approval Application 2015-03, subject to the Conditions of Approval presented in Attachment E.

Planning and Zoning Board (PZB) Recommendation

At its June 11, 2015 meeting, PZB voted to defer proposed Site Plan 2015-03 to its July 9, 2015 meeting due to a delayed Traffic Performance Standards (TPS) letter from Palm Beach County and give the RETAG Advisory Committee an opportunity to review the proposed horse trail component. Additional recommended Conditions of Approval are as follows:

1. Prepare elevation drawings for all three buildings.
2. Redesign the parking lots to accommodate Code required 11' x 22.5' parking spaces = Currently 94 spaces @ 11' x 22.5' spaces and 41 spaces @ 9.5' x 18.5' spaces are proposed.
3. Determine the ownership status of Valencia Drive fronting the property

RETAG Advisory Committee Recommendation

At its June 24, 2015 meeting, RETAG Advisory Committee voted to (to be included following the meeting)

ATTACHMENT A
Drysdale Property Site Plan: SP 2015-03
STATEMENT OF USE

The Valencia Village development will provide a blend of commercial and accessory personal service uses consistent with the commercial zoning of the property. The intensity of use is compliant with the provisions of Policy 1.15.3 of the Future Land Use Element of the Town of Loxahatchee Groves Comprehensive Plan, land development codes, and is compatible with the surrounding zoning and existing uses.

The site plan is intended to implement the Town's CL Future Land Use designation by incorporating a variety of complimentary community services including retail, restaurant, and commercial uses within a unified development plan. The CL Future Land Use designation permits the construction of local retail sales and office establishments which are beneficial to the residents of the Town of Loxahatchee Groves.

The overall floor-area-ratio (F.A.R.) at 0.10 is consistent with the general rural intent of the Comprehensive Plan and specific provisions of Special Policy 1.15.3. Architectural details will emphasize the Rural Vista Guidelines preferred by the Town of Loxahatchee Groves.

Due to the location of residential lots within 250 feet of the boundary of the property, the Site Plan provides several features to insure neighborhood compatibility. First and foremost, as required by the zoning approval there is no vehicular access to Tangerine proposed. A 15 foot landscape buffer along the north property line is provided. In addition the site plan provides equestrian access from Tangerine and has reserved the remaining open space along Tangerine for storm water management facilities which provide additional buffer area to include trees and shrubs which provide both a visual screen and an aesthetically pleasing perimeter to the property. Perimeter landscaping is supplemented by interior landscaping including an area to be maintained as a "native community", located in the northwestern portion of the property.

Dumpsters and loading areas will be sufficiently screened by both enclosures and the proposed landscaping.

ATTACHMENT C
Drysdale Property Site Plan: SP 2015-03
Architectural Features



Valencia Village
Typical Architectural Elements

ATTACHMENT E
Drysdale Property Site Plan: SP 2015-03
Conditions of Approval

GENERAL

1. The conditions of approval herein shall apply to the Owner, Applicant and their successors and assigns.
2. Development of the site is limited to the uses approved by the Town of Loxahatchee Groves in Exhibit B (Drysdale Site Plan). The approved Site Plan is dated February 6, 2015. All modifications to the Site Plan must be approved by the Town Council unless the proposed changes are required to meet conditions of approval or are in accordance with the ULDC, as determined by the Town Manager.
3. Direct ingress and egress to a future commercial development from Tangerine Drive shall be prohibited.
4. The location of the 0.20 acre preserve area shall be identified on the Final Landscape Plan.
5. Prior to submittal of any building permit applications for processing by Palm Beach County, the Town Engineer shall review and approve the following plans for consistency with the approved Site Plan Site Plan, Paving, Drainage, Water and Wastewater Plans, Irrigation Plan, and Photometric Plan.
6. Prior to submittal of any building permit applications for processing by Palm Beach County, the Town Manager shall review and approve the following plans for consistency with the approved Site Plan: Site Plan, Landscape Plan, and Floor Plans.
7. A plat pursuant to Article 140 of the Town's Unified Land Development Code shall be filed with the Town prior to applying for an initial building permit.
8. A 10-foot easement (specific location to be determined) for a horse trail shall be granted by the property owner at the time of platting consistent with the general location indicated on the Site Plan dated February 6, 2015.

USE LIMITATIONS

1. Land use and intensity of development on the property shall be regulated by the application of the following:
 - a. Intensity of development shall not exceed a floor-area- ratio (F.A.R.) of 0.010 in order to accommodate a maximum of 28,400 sq. ft. of general retail, restaurant and office uses.
2. Building height shall be limited to one story.

ARCHITECTURAL

1. Architectural features and elevations shall comply with the "Valencia Village typical Architectural Elements" and "Rural Vista Guidelines Incorporated Into Site Design" documents included in Attachment C.

ENGINEERING

1. Consistent with the Palm Beach County Mandatory Traffic Performance Standards criteria in place at the time of this approval, the Final Site Plan shall not be approved by Loxahatchee Groves until such time that a Traffic Performance Standards (TPS) letter issued by Palm Beach County has been received by the Town and any conditions incorporated herein.

2. An Irrigation plan shall be included with documents submitted to the Town Engineer for review and approval during the Land Development Review Process.

LAND CLEARING AND LANDSCAPING

1. Any land clearing activities shall comply with the permit requirements of Article 87 "Native Tree Preservation, Soil Stabilization and Invasive Exotic Removal" of the Loxahatchee Groves Unified Land Development Code. Included in the required land clearing permit application, an "Ecological Community Management Plan" shall be submitted for the 0.20 acre "Reserve" to satisfy the requirements of ULDC Section 85-025 (C) "*Preserved/created ecological communities.*"

2. Project landscaping shall conform to the Landscape Plan dated March 14, 2015.

EXTERIOR LIGHTING

1. All lighting shall conform to the Photometric Plan dated February 24, 2015.

2. All exterior lighting shall be directed downward and contain shields to contain lighting within the property boundaries.

PALM TRAN

1. Not Applicable. A future bus shelter may be developed within the Southern Boulevard right-of-way, as indicated on the Site Plan dated February 6, 2015 at the discretion of Palm Tran and the Florida Department of Transportation.

PARKING AND LOADING

1. The Site Plan shall be revised to indicate 142 parking spaces at the standard size of 11' x 22.5' unless a variance is approved by the Town Council allowing a smaller size.

2. Paved parking on the property shall not exceed the code-required 142 spaces.

Drysdale Property/RETAGAC
Site Plan 15-3 Application
June 24, 2015

SIGNS

1. Sign permit applications shall be submitted to the Town as required by ULDC Section 90-070 *Sign permit requirements*.
2. Mandatory building identification signs (maximum sign face of 4 sq. ft.) shall be attached to each structure.
3. The number of monument signs shall be limited to the following:
 - Two shopping center free-standing monument signs at each of the following locations: Southwest corner of the property with a maximum sign face of 72 sq. ft.; and southeast corner of the property with a maximum sign face of 72 sq. ft.
 - Five shopping center attached building wall signs (2 corner locations @ 2 signs per building and one sign on the 14,400 sq. ft. centrally located building) @ maximum sign face of 12 sq. ft. of sign face per sign

UTILITIES AND SERVICES

1. A fully executed Potable Water and Wastewater Development Agreement between the Property Owner and the Palm Beach County Water Utility Department shall be provided to the Town of Loxahatchee Groves for the provision of central water and wastewater services to the project prior to issuance of the first project building permit.
2. Solid waste collection and disposal shall be accomplished by contract between the Property Owner and a third-party hauler prior to issuance of the initial certificate of occupancy
3. Buildings of 5,000 sq. ft. and larger shall contain automatic sprinkler systems.

June 12, 2015

Steve Yohe
District Administrator
Loxahatchee Groves Water Control District
PO Box 407
101 West D Road
Loxahatchee, FL 33470

SUBJECT: Maintenance Maps (Week of June 8th)

Dear Mr. Yohe:

Erdman Anthony did not locate Loxahatchee Groves Water Control District (LGWCD) markers for this week.

Erdman Anthony is expected to locate LGWCD markers again on June 18th. Please verify that the canal is marked along Collecting Canal (including that East side between A Road and Southern). No additional markers from LGWCD are needed for next week. However, maintenance markers will be required along A Road canal and North Road by Monday, June 22, 2015.

Approximate Field Schedule (in order):

1. Collecting Canal Road (Canal only)
2. A Road (North of Okeechobee)
3. North Road
4. E Road
5. F Road
6. C Road
7. D Road
8. B Road
9. Folsom Road, 25th Street North, West & East G Road

This schedule is based upon our kickoff meeting in which you explained the priorities.

I expect the Collecting Canal Maintenance Map to go in for recording on July 6, 2015.

Sincerely,

Jim Sullivan, PSM
Geospatial Project Manger

ERDMAN ANTHONY