



**MINUTES  
TOWN OF HILLSBORO BEACH  
LOCAL PLANNING AGENCY MEETING  
MAY 6, 2025**

**TUESDAY**

**9:05 A.M.**

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**CALL TO ORDER, ROLL CALL, AND PLEDGE OF ALLEGIANCE**

Mayor Dawn Miller called the meeting to order at 9:07 A.M. Roll was called with the Commission members and staff present as listed below.

**Town Commission:**

Mayor Dawn Miller

Vice Mayor David A. Ravanese

Commissioner Vinnie Andreano

Commissioner Heather Berman

Commissioner Jane Reiser

**Town Staff:**

Town Manager William "Mac" Serda, ICMA-CM

Donald J. Doody, Town Attorney, Esq.

Town Clerk Sherry D. Henderson, CMC

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The Proposed 2025 Comprehensive Plan Evaluation and Appraisal Report (EAR) Amendments Will Be Considered During a Meeting by the Local Planning Agency November 12, 2024 @ 9:00 A.M.

**I. NEW BUSINESS**

- A. The Local Planning Agency to consider Proposed Comprehensive Plan 2025 Based Evaluation and Appraisal Report (EAR) Amendments for the Town of Hillsboro Beach, Florida.**

AN ORDINANCE OF THE TOWN COMMISSION OF THE TOWN OF HILLSBORO BEACH, FLORIDA, ADOPTING AMENDMENTS TO THE TOWN'S COMPREHENSIVE PLAN INCLUDING AMENDMENTS TO THE GOALS, OBJECTIVES AND POLICIES TO REFLECT STATE-REQUIRED PLAN ELEMENTS, AMENDING LANGUAGE RELATING TO SUPPORT FOR AFFORDABLE HOUSING INITIATIVES WHERE REQUIRED BY LAW; PROVIDING FOR STATE REQUIRED LANGUAGE FOR FLOOD PLAIN MANAGEMENT AND COASTAL CONSTRUCTION REGULATIONS; PROVIDING FOR A POLICY REQUIRING NEW MULTI-FAMILY DEVELOPMENTS TO BURY OVERHEAD UTILITY LINES; PROVIDING FOR THE SUPPORT FOR INTERGOVERNMENTAL BEACH

RENOURISHMENT PROGRAMS; PROVIDING FOR AN AMENDMENT TO REMOVE THE TOWN'S INTENTION TO PURCHASE VACANT PROPERTY ADJACENT TO TOWN HALL AND ASSESS OPPORTUNITIES FOR OTHER LOCATIONS FOR GREEN SPACE; PROVIDING FOR AN AMENDMENT TO ADD STATE REQUIRED PROPERTY RIGHTS LANGUAGE; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR AN EFFECTIVE DATE.

Mayor Miller explained that Florida Statute 163.3191 provides that, at least every seven years, local governments must evaluate their Comprehensive Plans to determine whether amendments may be necessary to reflect a minimum planning period of at least 10 years. Any changes in state law during that time must be considered and reflected in the Comprehensive Plan.

Planning Consultant Graham Long, CG&A, advised that the most recent amendments to the Comprehensive Plan were made in 2018.

Mayor Miller continued that a summary of the proposed Comprehensive Plan amendments was provided to the Town Commission in a memorandum from Mr. Long dated May 6, 2025. Mr. Long reviewed these amendments for the Commissioners, including:

- New flood plain management requirements
- Changes to property rights language
- Update to the Town's water supply, which will begin at a later date
- Changes requiring compatibility with nearby airport uses
- Changes to Town policy

The process requires the Local Planning Agency (LPA) to make a recommendation to amend and update the Comprehensive Plan. The Town Commission will then adopt these changes by Ordinance.

Mayor Miller noted that the most significant change to the Plan adds several provisions addressing flood plain management, including mitigation and reduction of losses. Another addition is Objective 5.5, which addresses coastal construction. The Town will be required to adopt the most recent flood maps provided by the Federal Emergency Management Agency (FEMA).

Mr. Long clarified that a map showing soil associations, also included in the Commission's backup materials, was not updated, as it did not reflect any changes. The main official map is the Future Land Use Map, which has been reviewed to include the Coastal Dune Conservation Zoning District. Because the density for that district is less than the density required for RM-16 zoning, there was no change to the Future Land Use Map.

Another significant change requires multi-family developments to underground their utilities as part of their applications. The Town offers support for undergrounding by these projects, as undergrounding is now a Town-wide initiative. It would not be required for the redevelopment of single-family homes.

Because a new beach renourishment program has been established since the previous Comprehensive Plan update, the Town has modified language in its official policy regarding renourishment.

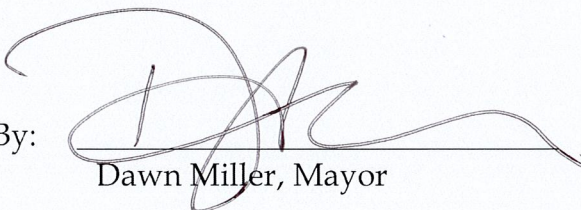
The amendments also address property rights, reflecting the Town's policy of considering the rights of property owners in local decision-making. It preserves the right of individual property owners to determine how their properties are used within the Town's Ordinances. This language was required of all Florida municipalities by State Statute.

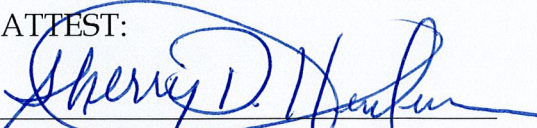
**Motion** made by Vice Mayor Ravanese, seconded by Commissioner Berman, to recommend that the new Comprehensive Plan be approved by the Town Commission at their next meeting. In a roll call vote, the **motion** passed unanimously (5-0).

## II. ADJOURNMENT

**Motion** made by Commissioner Andreano, seconded by Vice Mayor Ravanese, to adjourn at 9:18 a.m. In a roll call vote, the **motion** passed unanimously (5-0).

ADOPTED THIS 3rd DAY OF JUNE 2025.

By:   
Dawn Miller, Mayor

ATTEST:  
  
Sherry D. Henderson, CMC  
Town Clerk

**TOWN OF HILLSBORO BEACH  
1210 HILLSBORO MILE  
HILLSBORO BEACH, FL 33062**