



# City of Palm Coast

City Hall  
160 Lake Avenue  
Palm Coast, FL 32164

## Meeting Minutes Beautification & Environmental Advisory Committee

*Chairman Glenn Partelow*  
*Vice Chair Kenneth Jones*  
*Committee Member John Kapcar*  
*Committee Member Joanna Salkovitz*  
*Committee Member Jeffery Seib*

---

Wednesday, October 5, 2016

5:00 PM

City Hall Community Wing

---

### SPECIAL MEETING

>In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk's office, at 386-986-3713 at least 48 hours prior to the meeting.

>Public comment on issues on the agenda or public participation shall be limited to 3 minutes.

>The City of Palm Coast is not responsible for any mechanical failure of recording equipment.

>All pagers and cell phones are to remain OFF during the Board meeting.

>Other matters of concern may be discussed as determined by Board during the meeting.

>If you wish to obtain more information regarding this agenda, please contact the City Clerk's Office at 386-986-3713.

#### A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

*Chair Partelow called the Beautification & Environmental Advisory Committee (BEAC) meeting to order @ 5PM.*

#### B. ROLL CALL

**Present:** 5 - Member Partelow, Vice Chair Jones, Committee Member Kapcar, Committee Member Salkovitz, and Committee Member Seib

#### D. OLD BUSINESS

16-403

Draft Letter to City Council Relating to the Proposed Unified Land Development Code Changes to Chapter 11 - Landscape

**Attachments:**     [To the Honorable Palm Coast City Council Chap 11](#)  
                                 [Palm Coast City Council Chap 11-edit](#)  
                                 [Palm Coast Chapter 11 Presentation](#)

*Mr. William Butler, Landscape Architect, introduced this agenda item.*

*Mr. Seib walked the members through his presentation (which is attached to these minutes) and recommendations for the drafting of the letter to the City Council regarding the proposed Landscape Code Changes to the Unified Land Development Code (chapter 11). Discussion ensued among the members of the proposed changes both pro and con of these items.*

*Mr. Butler discussed with the BEAC members specific incidents of interpreting the proposed new landscape code changes to Unified Land Development Code.*

*Mr. Seib: But that was agreed upon before the current set of (LDC) changes were put in place? Is that correct, Bill?*

*ANS: Mr. Butler: What are you talking about?*

*ANS: Mr. Seib: The Walgreens' where the church used to be across from the new shopping center, across from the old Publix.*

*ANS: Mr. Butler: Yes.*

*Mr. Seib discussed his experience with the landscape code in Altamonte Springs and in particular Route 436.*

*Mr. Seib: I don't understand with the Dollar General Store, as I look at it, it has an entrance there, is that a wetland area, Bill?*

*ANS: Mr. Butler: There is another piece of property to be developed, there is actually a real estate sign (on the property).*

*Vice Chair Jones: Is it possible to get some pictures for your presentation?*

*ANS: Mr. Seib: When I spoke to Mr. Tyner (Planning Manager for the City of Palm Coast), he made a strong recommendation to go with a letter to the City Council instead of standing up in front of the (City) Council as a member of the public. He felt that it would be a conflict of interest to speak as a member of the public when we are a member of the BEAC.*

*Vice Chair Jones: We are not showing pictures/slides that you just showed (during the City Council meeting).*

*ANS: Mr. Butler: We didn't use these same pictures but the pictures we took were representative of that same point. The ones we took were just west of Palm Coast Ford and the bank right there. In that situation, those trees were 25 feet apart, showing the under story trees there and showing that there could be some separation (between trees) in that area.*

*Mrs. Salkovitz: What time is the Council meeting?*

*ANS: Mr. Butler: 9AM.*

*Discussion ensued of the timing of the City Council workshop and the 1st, 2nd reading meetings.*

*Mr. Butler discussed some cosmetic changes to the letter including adding the word Honorable before the Mayor's title and adding a signature line for Mr. Partelow to sign as the Chair of the BEAC.*

**Approved**

**Approved:** 5 - Member Partelow, Vice Chair Jones, Committee Member Kapcar, Committee Member Salkovitz, and Committee Member Seib

**E. NEW BUSINESS**

**G. PUBLIC PARTICIPATION**

*No members of the public were present at this meeting.*

**F. DISCUSSION OF MATTERS NOT ON THE AGENDA**

*No matters were discussed.*

**H. ADJOURNMENT**

*The meeting was adjourned at 5:28PM.*

*Respectfully submitted:  
Irene Schaefer, Recording Secretary*

[16-413](#)

**ATTACHMENTS TO MINUTES**

**Attachments:**     [Updated Final Signed version-10-5-16](#)