



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

Thursday, May 26, 2016

5:00 PM

City Hall Community Wing

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A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

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

B. ROLL CALL

Present: 4 - Member Partelow, Vice Chair Jones, Committee Member Kapcar, and Committee Member Seib

Excused: 1 - Committee Member Salkovitz

C. MINUTES

1 [16-208](#) MEETING MINUTES OF THE APRIL 28, 2016 BEAUTIFICATION & ENVIRONMENTAL ADVISORY COMMITTEE

The Minutes were Approved as presented.

Approved: 4 - Member Partelow, Vice Chair Jones, Committee Member Kapcar, and Committee Member Seib

Excused: 1 - Committee Member Salkovitz

D. OLD BUSINESS

[16-205](#)

INTRODUCTION OF MARY GIRAULO- NEW ARTS COMMISSION
MEMBER

Mr. William Butler, Landscape Architect for the City of Palm Coast, introduced Mary Giraulo, the newest member of the Arts Commission to the Beautification & Environmental Advisory Committee (BEAC) members. The BEAC members introduced themselves to Ms. Giraulo.

The Agenda Item was Received and Filed.

[16-207](#)

UPDATE ON THE POST TRAUMATIC STRESS DISORDER MEMORIAL AT
HEROES PARK

Mr. William Butler, Landscape Architect for the City of Palm Coast, gave a presentation on this agenda item, which is attached to these minutes.

Mr. Seib: Which group is involved in this (project)?

ANS: Mr. Butler: Both groups (are involved).

Chair Partelow: Are people going to be able to have the bricks etched?

ANS: Mr. Butler: Yes, the bricks edging around the outside (of the memorial) not in the center or by the memorial itself, will be able to be etched.

Vice Chair Jones: Each group will be responsible for getting their bricks etched and installed?

ANS: Mr. Butler: yes, I've connected them with the Purple Heart folks so when they get enough, they can get a minimum order and have them delivered all at the same time, so it will work out well.

Mr. Seib: So each group will have the ability to have the bricks (available to them)?

ANS: Mr. Butler: The City is not involved in that, each group will handle (the etching and installation of the bricks) themselves.

Ms. Giraulo: So it is two different groups (referencing the applicants on this agenda item), but the same issue?

ANS: Mr. Butler: Yes, one lady had started with the idea and then she pulled back. Then another women took off (with the idea) and they had different ideas of what they wanted to say on the Memorial, but when we (the City) reviewed the submissions we said they are both saying the same thing (both are addressing the same issue in different ways), why can't we (the City) have one (Memorial) expressing both concerns (of the same issue) and they (applicants) were good with that, so (it is moving forward).

The Agenda Item was Received and Filed.

E. NEW BUSINESS

4 [16-206](#)

DISCUSSION OF CHANGES TO THE LAND DEVELOPMENT CODE
SECTION 11.01 AND 11.02

Mr. William Butler, City of Palm Coast Landscape Architect, introduced this agenda item to the Beautification & Environmental Advisory Committee (BEAC) members. Materials referred to by Mr. Butler during discussion of this agenda item are attached to this agenda.

Vice Chair Jones: So all the changes we see on the one (copy of the proposed changes to the Unified Land Development Code - Chapter 11) with the strike outs (deletions) and underlines (additions) you've already gone through them? So you are ok with them?

ANS: Mr. Butler: Yes, I'm generally pretty good with them. But, the thing is that we want to know what you think, you may think differently. If you do, don't feel bad. Don't say well Bill (Butler) is ok with them (changes). Look at it the way you would like to look at it (recommended changes). Yes, there are some things (in the document of proposed changes) that I would like to have a little stronger. But, I don't want to voice my opinion at this time, since I want to hear what the Committee (referring to the BEAC) thinks. Because it isn't my code, it isn't the City's code, it is the public's code. Take your time going through the code. Make your comments and notes (to discuss at the workshops).

Mr. Butler discussed the format of the proposed workshops with the Planning & Land Development Regulation Board Members for June and July, these workshop meetings will include the BEAC members.

Chair Partelow: So was your impression that everyone was on board with a moderation of this (Landscape Chapter of the Unified Land Development Code) or do they want some serious changes, in general?

ANS: Mr. Butler: Probably the biggest change, which is one we spoke about, was in regard to the Parkway going from a 35' to a 25' (landscape) buffer. It is still staying at 35' in certain areas of the Parkway where we have the canopy road. Like from Florida Park Drive to the Hammock Dunes Bridge, is still a protected area that is 35' (buffer). We will make special provisions for turn lanes if there is a tree there; we can shorten a turn lane to save every canopy tree we can. There is (another) section on Colbert (Lane) from Palm Coast Pkwy. westbound, south past the college, as you get closer to Grand Haven. But the other areas (referring to the proposed landscape code changes) are (in regard to) pine trees that (the number required) were reduced.

Mr. Butler reviewed with the BEAC members some other areas of change (to the existing landscape code) within the proposed landscape changes.

Vice Chair Jones: Does Denise (Bevan; City Administration Coordinator) have a list of protected trees here in Palm Coast, based on size?

ANS: Mr. Butler: Do you mean historic trees, on undeveloped property? No, I don't think we ever did a list.

Chair Partelow: Was that in connection with the Community Center Development Proposal?

ANS: Vice Chair Jones: That is what I'm trying to remember, because they (the trees) were in areas that potentially (the trees would) be taken down in order to expand the area for new development. She wanted to have a listing of trees that would be protected beyond the Ordinance (referring to the existing Code of Ordinances).

Mr. Seib: And this was based on species of trees, age, and size of trees?

ANS: Vice Chair Jones: Yes.

Mr. Seib: Do you have a size specifications for the specimen and historic trees, is that included, too?

ANS: Mr. Butler: Yes, it is in that section, too.

ANS: Chair Partelow: Oh, yes, there it is.

Mr. Butler reviewed with the BEAC members a proposed change regarding

elimination of trees in a mature site due to overcrowding of trees under certain conditions.

Mr. Seib: These types of situations would be based strictly on horticultural (needs)?

ANS: Mr. Butler: (On a) case by case basis, but priority would be given to the trees that are not structurally sound or have disease. Those are the ones you want to thin out first before you take out a really nice tree. So that is in there, too.

Mr. Butler discussed with the BEAC members the existing code allowance for substitution of one shade tree with three palm trees (no change to this section of the code).

The Agenda Item was Received and Filed.

G. PUBLIC PARTICIPATION

F. DISCUSSION OF MATTERS NOT ON THE AGENDA

Mr. Butler, Landscape Architect, updated the BEAC members of the status of the Palm Harbor Extension Project regarding the recent addition of landscaping and irrigation work being done on that project.

Chair Partelow: Is there going to be some construction or reevaluation of Belle Terre (Pkw.) as it goes into SR 100?

ANS: Mr. Butler: Just that corner is being developed and they are installing some turn lanes, I think.

Chair Partelow: Where ALDI is going?

ANS: Mr. Butler: Yes.

Vice Chair Jones: I see their installing a sign at Long Creek Nature Preserve (in the same style as already provided throughout town)?

ANS: Mr. Butler: Yes.

Mr. Butler discussed his summer intern who is working with him on updating some signs for Seminole Woods Pkwy., which has funding provided for in this year's budget.

Mr. Kapcar discussed the Arbor Day event and the issue with walking to pickup the "free tree" (too much walking).

H. ADJOURNMENT

The meeting was adjourned at 5:50PM.

Respectfully submitted:

Irene Schaefer, Recording Secretary

[16-211](#)

ATTACHMENTS TO MINUTES