



# 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, October 29, 2015

5:30 PM

Palm Coast Community Center - Room 102  
305 Palm Coast Pkwy., N.E.  
Palm Coast, FL 32164

---

>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

*Vice Chair Jones called the meeting to order at 5:30PM.*

### B. ROLL CALL

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

**Excused:** 1 - Chairman Partelow

### C. MINUTES

#### 1 [15-407](#) MEETING MINUTES OF THE SEPTEMBER 24, 2015 BEAUTIFICATION AND ENVIRONMENTAL ADVISORY COMMITTEE MEETING

**Attachments:** [MeetingMinutes BEAC September 24, 2015](#)

**Approved as presented**

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

**Excused:** 1 - Chairman Partelow

**D. NEW BUSINESS**

2      [15-450](#)

Upcoming Landscape Code Changes

*Mr. William Butler, Landscape Architect for the City, addressed the Committee regarding proposed landscape setback variances requested on Old Kings Road. He showed a presentation which was shown at the most recent Planning and Land Development Regulation Board (PLDRB) meeting regarding the same subject. This presentation is attached to these minutes.*

*Mr. Seib: Bill, what about the strip of professional offices, where they have Labcorp and some physical therapy (offices) they are setback pretty far?*

*ANS: Mr. Butler: Yes, they have it, too.*

*Mr. Seib: Bill, what do you mean by the scale of proposed development, the size of the building going in?*

*ANS: Mr. Butler: The intensity for single family (zoning) and agriculture (zoning) would be very low.*

*Mr. Seib: These are retail establishments, I assume we are talking about, because they are right on the corridor, there? They would fall into the high to very high?*

*ANS: Mr. Butler: Yes, we will get to that.*

*Mrs. Salkovitz: What does ABC Liquor have for a (landscape) buffer?*

*ANS: Mr. Butler: Now that is a unique situation, they are on the corner and even before that property was developed, the property line was in the pavement of the road. And then when we did the 6 lane (Palm Coast Pkwy. 6 Lane Project) we took even more property. You can't compare that one at all because we couldn't force the property owner to maintain a 35' landscape buffer. It would make the property totally undevelopable.*

*Vice Chair Jones: What was the reasoning for the Planning Board (PLDRB) if none of the five reasons for a variance were met (regarding recent PLDRB ruling regarding two lots on Old Kings Rd.)?*

*ANS: Mr. Butler: Good question.*

*Mrs. Salkovitz: Bill, since they (PLDRB) allowed them (the applicant) do this (approved a variance) will that open up the doors for other companies, requesting the same criteria?*

*ANS: Mr. Butler: Well, to me, that almost sets a precedent. (For example) well they (the applicant) did it, why can't I?*

*Mr. Seib: It is an odd setup, we are just talking about the east side as you go up (Old Kings Rd)? The west side is the homes, correct?*

*ANS: Mr. Butler: No, I'm sorry, it is both sides of the road.*

*Vice Chair Jones: What can we do (our group) at this point in terms of recommendations?*

*ANS: Mr. Butler: If you want to put together a list. If you have an idea of things that you think should be changed. Or things that you would fall on your sword for and not have changed, that would be the type of things that would be good.*

*Vice Chair Jones: With regard to the variance on the two properties, has that been approved?*

*ANS: Mr. Butler: Yes.*

*Vice Chair Jones: So is there anything (that can be done) for those two, or is it a*

*done deal?*

*ANS: Mr. Butler: Yes, (it is a done deal).*

*Mr. Seib: As far the 35' to 20' (landscape buffer) there is nothing set in stone, at this time, for any distances. So it could be if not 35' or 20' (landscape buffer) it could be something in between?*

*ANS: Mr. Butler: Yes, 25' (landscape buffer).*

*Mr. Seib: Bill, Bridgehaven is over off Belle Terre (Pkwy.), is that what they are talking about?*

*ANS: Mr. Butler: Yes. Down by St. Joe's Plaza.*

**3**      [15-451](#)

Meeting Dates for 2016 Calendar Year

*Vice Chair Jones discussed the 2016 BEAC meeting dates.*

**Approved**

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

**Excused:** 1 - Chairman Partelow

**E. PUBLIC PARTICIPATION**

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

*Mr. Butler spoke about the Post Traumatic Stress Disorder Item for Heroes' Memorial Park. An attachment of the alternate sketch item is attached to these minutes.*

*Mrs. Salkovitz: How would you decide which ones get put on the memorial?*

*ANS: Mr. Butler: It is up to the group. As a City we approve the concept, the lettering on the front and the size.*

*Cathy Heighter Moore, President of American Gold Star Mothers for Volusia and Flagler Counties, addressed the BEAC.*

*Mr. Seib: And there will be an American Flag on the front of it (the memorial)?*

*ANS: Ms. Moore: It will be an etched flag not an actual flag.*

*Mr. Seib: And what is your feeling on the back side with the monument to the individuals?*

*ANS: Ms. Moore: On the backside, I think it might be a good idea. But I do believe, that part of the flag is draped over the side, I'm not sure how far it would be draped over the back. But I could find that out. I don't see a problem as long as each one of the areas designated for the memorial markers is the same size.*

*Mr. Seib: And then your group would have the selection criteria as to who could be placed on the memorial?*

*ANS: Ms. Moore: Yes.*

*Mr. Seib: And when it is full, it is full?*

*ANS: Ms. Moore: Yes, however, they will have the option of the bricks.*

*Mr. Tim Stanford Gold Star Father, addressed the BEAC regarding this topic.*

*Discussion pursued regarding the placement and design of the proposed monument within Heroes' Memorial Park.*

*Ms. Jean MacAllister, Haven Hospice, addressed the BEAC regarding this topic.*

*Ms. Carmen Stanford addressed the BEAC regarding this topic.*

*Mr. Kapcar: When you do the bricks are you going to separate them based on Afghan or Iraq Wars?*

*ANS: Mr. Stanford: No, it is inclusive, everyone (regardless of war/conflict) is included.*

*Discussion regarding recent Tree Symposium held at Grand Haven.*

*Mrs. Salkovitz: What is the City's position on removing (taking down) trees?*

*ANS: Mr. Butler: No change in the City's position on tree removal.*

*Vice Chair Jones: If the City code is one tree for every 2500 sq. feet, and Grand Haven has a rule for every 1200 sq. feet, is it more an issue with the Home Owners' Association (HOA)?*

*ANS: Mr. Butler: You must get a permit from the City based on the City's standards. However, that permit is stamped indicating that you must get in touch with your HOA. This does not constitute permission to remove a tree without first obtaining your HOA approval.*

*Mrs. Salkovitz: Does the tree have to be bigger than 6"?*

*ANS: Mr. Butler: To get a tree removal permit the tree has to be bigger than 6". But if it is acting as a required tree, that doesn't mean that you can go in and remove them all because they are not 6".*

*Mr. Seib: You are speaking of 6" as a diameter?*

*ANS: Mr. Butler: Yes.*

## G. ADJOURNMENT

*Vice Chair Jones adjourned the meeting at 6:30PM.*

*Respectfully submitted:*

*Irene Schaefer, Recording Secretary*

4      [15-465](#)

## ATTACHMENTS

**Attachments:**      [Chapter 11 Perimeter Buffer Requirements](#)  
                                 [Post Traumatic Stress Disorder item for BEAC-10-29-15](#)