



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, December 10, 2015

5:00 PM

City Hall Community Wing

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

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A. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Chair Partelow called the meeting to order at 5:00PM.

B. ROLL CALL

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

C. MINUTES

1 [15-512](#) MEETING MINUTES OF THE OCTOBER 29, 2015 BEAUTIFICATION & ENVIRONMENTAL ADVISORY COMMITTEE MEETING

Attachments: [MeetingMinutes 10 29 15](#)

Approved as presented

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

D. OLD BUSINESS

2 [15-508](#) STATE ROAD 100 MEDIAN LANDSCAPE AND IRRIGATION PROJECT UPDATE

Mr. William Butler, City of Palm Coast Landscape Architect, addressed the Committee about this issue.

Mr. Seib: When you say the big vs. the small, what is the species? Are you talking about those Oaks?

ANS: Mr. Butler: We don't have any Oaks, all we have is Crepe Myrtle and Hollies.

3 [15-509](#) PALM COAST PARKWAY 6-LANING LANDSCAPE AND IRRIGATION UPDATE

Mr. William Butler, City of Palm Coast Landscape Architect, addressed the Committee about this issue.

Vice Chair Jones: Any issues with personnel, do you have enough personnel?

ANS: Mr. Butler: Well, I know that is a concern, and no new people were hired for this (purpose) and I've mentioned that to our staff. Something we need to consider, our guys out there do a heck of a job. If things start declining (then we will have to revisit).

Mr. Seib: What is the distance up from the water level that they are to start mowing? How far up do they mow ?

ANS: Mr. Butler: It is noticeable, it depends on where the water is, it varies, if you were there you would see the stubble from the plants that are there, (the public works personnel have been told not to mow the stubble -plants).

E. NEW BUSINESS

4 [15-510](#)

PALM COAST COMMUNITY CENTER 90% PLANS- LANDSCAPE REVIEW

Attachments: [019 C6.0 Grading&Drainage-10-8-15](#)
 [030 LA100 Landscape-10-8-15](#)
 [031 LA101 Landscape-10-8-15](#)
 [032 LA102 Plant List-10-8-15](#)
 [035 SL100 Site Ltg-10-8-15](#)
 [Demolition Plan-10-8-15](#)
 [Erosion Control-Part15-10-8-15](#)
 [Tree Protection Details-Part16-10-8-15](#)

Mr. William Butler, City of Palm Coast Landscape Architect, reviewed the plans with the Committee Members and his presentation is attached to these minutes.

Vice Chair Jones: No more community garden?

ANS: Mr. Butler: No, actually we will have the community garden near the FP&L easement near Firestation #25 on Belle Terre (Parkway). That is where we are planning on putting that (community garden) for the future.

Mr. Seib: So that would (represent) the distance around each side?

ANS: Mr. Butler: Well, our tree protection zone is one foot for each inch of trunk diameter. So that is a forty-four inch tree so that our tree protection area is forty-four feet. Anytime you are within forty-four feet you would impact the tree.

Vice Chair Jones: Does Denise (Bevan-City Administration Coordinator) get involved in this as well?

ANS: Mr. Butler: Denise, she does the wildlife assessment, threatened, endangered species, and wetlands, things like that. This site doesn't have any of that since it is a developed site.

Vice Chair Jones: I thought she (Denise Bevan) did the tree surveying at one point?

ANS: Mr. Butler: No, Carol Mini, (Urban Forester for the City of Palm Coast), she will work with me on that (tree surveying).

Vice Chair Jones: Are they putting anything by the generator, to cover it up?

ANS: Mr. Butler: Yes, exactly, this transformer is not shown dark enough (referring to the presentation), but they need screening shrubs around it as well as plantings.

Mr. Seib: Where is the existing entry way?

ANS: Mr. Butler: It is right here (referring to the presentation). Then this is another right here (again referring to the presentation).

Mr. Seib: On the right-hand side is where the firestation (is located)?

ANS: Mr. Butler: Yes, this is the firestation (referring to the presentation).

Vice Chair Jones: On that trail what does that triangle represent (referring to the presentation)?

ANS: Mr. Butler: You mean the circle?

ANS: Vice Chair Jones: Yes.

ANS: Mr. Butler: I think it is a landscape area, it has a Crepe Myrtle tree and Liriope at the base of it.

Vice Chair Jones: It is not an existing one (parking space) anyway?

ANS: Mr. Butler: No, they can get rid of this. This is a proposed island, they really don't need that since they have this big Oak tree right here (referring to the presentation) and that picks up some (space to allocate for parking).

Mr. Seib: I see that is Live Oak, Quercus Virginiana, correct?

ANS: Mr. Butler: Yes.

Mr. Seib: So what is the story on the timeframe involved, I saw a story that the project had been delayed?

ANS: Mr. Butler: Yes, I don't know what the current schedule is, but I believe it is pushed out for two years, so that is when it will be built. We wanted to finish Holland Park and it is Carl Cote's (City of Palm Coast Construction Manager) project. We are committed to finishing the plans so when money becomes available via the budgetary process we are ready to move forward with it (the construction of the Community Center).

Mr. Seib: How about a conceptual picture and artist rendition of what it will look like when it is done?

ANS: Mr. Butler: We have some building elevations.

Vice Chair Jones: Before you go there can you go to the plan section, I couldn't read the notes, on page six or seven?

ANS: Mr. Butler: The sable palms says to move it, I prefer them to be deep-booted, the little stubs that go all the way to the ground. Use of perennial instead of annuals. They say they are using some perennial peanut but they don't specify the variety, there are five or six different varieties. Ecoturf is what we have been using, which is a good variety. Then India Hawthorn, we are not using anymore here because of the fungus problem we have been having all over the place. We found that the Viburnum Obovatum, "densa" or "Mrs. Shillers Delight", we have some here at City Hall, if you follow the sidewalk, walking west out of the building, you'll see the yellow bike rack, the shrubs are the ones by the trash receptacles. And it (referred shrub) has little white flowers.

Mr. Seib: Is Jasmine a shrub or a vine?

ANS: Mr. Butler: It is a vine.

Vice Chair Jones: Is that a Live Oak (referring to the presentation)?

ANS: Mr. Butler: Yes, that was one that was too close to the building.

Mr. Seib: Excuse me, Bill. Specimen trees are how wide in diameter?

ANS: Mr. Butler: It depends on the tree, like Oaks anything sixteen inches or greater is a specimen tree. A Magnolia twelve inches or greater. Usually the slower growing trees have a smaller specimen tree size. Cedars are twelve inches. Scrub Oaks are twelve inches. But most of shade trees, Maple, Elm are all at sixteen inches. If we don't list them in category it is twenty-four inches.

Vice Chair Jones: Do you foresee the City will have to do any mitigation?

ANS: Mr. Butler: That is what we need to determine. The ones that are not in good condition are negligible, we don't count them. If they are in good shape then the number of healthy ones we save credit towards the ones we take out. If they balance out we are in good shape. If we take out more than we save then there will be some mitigation. It doesn't happen a whole lot on our side (City); it (the land development code section referring to landscape rules) was written for the people who "nuke" a site. If you "nuke" a site you'll be facing mitigation. Those calculations (tree

mitigation) will be worked out.

Mrs. Salkovitz: On Palm Coast Pkwy. heading west, there is a little entrance (unfinished) going into the new shopping area, do you know what I'm talking about (Mrs. Salkovitz: is referring to the new development at Island Walk)?

ANS: Mr. Butler: Yes, there are two out parcels there, we are looking at one for a bank, the other site hasn't been determined yet. But that will be the entrance to those two businesses that will be located there. They will be subject to the thirty-five buffer and they will be required to save some of those trees that are on that property as part of the overall mitigation.

Mr. Seib: So what is the largest diameter tree that is on the site, is that forty-four inch one (Mr. Seib: is referring to the Community Center Project)?

ANS: Mr. Butler: I believe there is another one larger, the one here (referring to the presentation).

Mrs. Salkovitz: Is this site using reused water?

ANS: Mr. Butler: There is no access for reused water at this site.

Vice Chair Jones: The two retention ponds there, they don't have enough water to be able to reuse water?

ANS: Mr. Butler: There isn't enough capacity.

5 [15-511](#)

UPCOMING CITY EVENTS

G. PUBLIC PARTICIPATION

Chair Partelow opened the meeting up to public comment and seeing no one approach the podium the public comment section was closed.

F. DISCUSSION OF MATTERS NOT ON THE AGENDA

Chair Partelow discussed an article that mentioned the danger of LED lighting to birds.

Mr. Seib discussed business landscaping regulations and some examples of what he considers good business landscaping.

Mr. Seib: When the review goes to the F-Card (Flagler County for Responsible Development); will that be in the form of a public meeting?

ANS: Mr. Butler: Mr. Tyner (City of Palm Coast Planning Manager) will bring it to F-Card but I'm not sure if it will be a public meeting. But you will get your say in the matter.

Mr. Kapcar: The business you were talking about that has beautiful landscape, do you want to enter them for the Beautification Business Award?

ANS: Mr. Butler: Yes, we could, they went above and beyond.

H. ADJOURNMENT

The meeting was adjourned at 6:03PM.

Respectfully submitted:

Irene Schaefer, Recording Secretary

[15-530](#)

ATTACHMENTS TO MINUTES

Attachments:

[9th Annual Christmas Tree Recycling](#)

[10th Annual Fantasy Lights](#)