



City of Palm Coast

City Hall
160 Lake Avenue
Palm Coast, FL 32164
www.palmcoastgov.com

Meeting Minutes Planning & Land Development Regulation Board

Chair Michael Beebe
Vice Chair James Jones
Board Member Robert Cuff
Board Member Glenn Davis
Board Member Sybil Dodson-Lucas
Board Member Christopher Dolney
Board Member Ray Henderson
School Board Representative Chuck Nies

Thursday, August 4, 2016

5:30 PM

City Hall Community Wing

SPECIAL MEETING

RULES OF CONDUCT:

- >Public comment will be allowed consistent with Senate Bill 50, codified at the laws of Florida, 2013 – 227, creating Section 286.0114, Fla. Stat. (with an effective date of October 1, 2013). The public will be given a reasonable opportunity to be heard on a proposition before the City's Planning & Land Development Regulation Board, subject to the exceptions provided in §286.0114(3), Fla. Stat.
- >Public comment on issues on the agenda or public participation shall be limited to 3 minutes.
- > All public comments shall be directed through the podium. All parties shall be respectful of other persons' ideas and opinions. Clapping, cheering, jeering, booing, catcalls, and other forms of disruptive behavior from the audience are not permitted.
- >If any person decides to appeal a decision made by the Planning and Land Development Regulation Board with respect to any matter considered at such meeting or hearing, he/she may want a record of the proceedings, including all testimony and evidence upon which the appeal is to be based. To that end, such person will want to ensure that a verbatim record of the proceedings is made.
- >If you wish to obtain more information regarding Planning and Land Development Regulation's Agenda, please contact the Community Development Department at 386-986-3736.
- >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.
- >The City of Palm Coast is not responsible for any mechanical failure of recording equipment
- >All pagers and cell phones are to remain OFF while the Planning and Land Development Regulation Board is in session.

A. Call to Order and Pledge of Allegiance

Chair Beebe called the Special Meeting of the Planning and Land Development Regulation Board (PLDRB) to order @ 5:35PM.

B. Roll Call and Determination of a Quorum

Present: 6 - Chair Beebe, Board Member Cuff, Vice Chair Davis, Board Member Dodson-Lucas, Vice Chair Dolney, and Board Member Henderson
Excused: 2 - Chair Jones, and School Board Representative Nies

C. Approval of Meeting Minutes

- 1** [16-296](#) MINUTES OF THE PLANNING AND LAND DEVELOPMENT REGULATION BOARD MEETINGS:
- A. Planning and Land Development Regulation Board Workshop June 22, 2016
 - B. Planning and Land Development Regulation Board Workshop June 29, 2016
 - C. Planning and Land Development Regulation Board Workshop July 13, 2016
- Attachments:** [Minutes from June 22, 2016 PLDRB Workshop](#)
 [Minutes from June 29, 2016 PLDRB Workshop](#)
 [Minutes from July 13, 2016 PLDRB Workshop](#)
- Approved as presented**
- Approved:** 6 - Chair Beebe, Board Member Cuff, Vice Chair Davis, Board Member Dodson-Lucas, Vice Chair Dolney, and Board Member Henderson
Excused: 2 - Chair Jones, and School Board Representative Nies

D. Public Hearings

Order of Business for Public Hearings (PLDRB may make inquiries at any stage):
Open Hearing
Staff Presentation
Applicant Presentation (if applicable)
PLDRB Questions of Applicant or City Staff (if applicable)
Public Comments/Presentations
Rebuttal by Applicant, City Staff, or Public (if applicable)
Close Hearing
PLDRB Discussion
PLDRB Action

- 2 [16-305](#) ORDINANCE 2016-XX PROPOSED LAND DEVELOPMENT CODE
AMENDMENT FOR CHAPTER 11 - TREE PROTECTION,
LANDSCAPING, BUFFERS AND IRRIGATION AND CHAPTER 14 -
GLOSSARY

Attachments: [Chapter 11 LS Ord. SU Draft 7-26-16](#)
[Chapter 11 Tree Prot. & LS \(clean draft 7-26-16\)](#)
[Spreadsheet of BEAC Recommendations-7-28-16](#)

Mr. Ray Tyner, Planning Manager for the City of Palm Coast, introduced this agenda item along with Mr. Bill Hoover, Senior Planner with the City of Palm Coast, gave a presentation which is attached to these minutes.

Mr. Henderson: (Referring to the staff presentation #3) the other specially designated roadways would go to 25', what other roadways are being referred to?

ANS: Chair Beebe: Refer to page 65 (draft copy dated 7/16/16) there is a description of the other specially designated roadways.

ANS: Mr. Butler: Just to clarify, Mr. Henderson, those roadways that are lined through (referring to the draft) are still arterial collectors but they are no longer specially designated, so they would be 25' instead of 35' (setbacks).

Mr. Davis: Didn't we recommend (to staff) that this document isn't in conflict with any other document?

ANS: Chair Beebe: The staff had a senior planner review the comprehensive plan against the new proposed document and they are not in conflict.

Chair Beebe suggested the following clarification to the following area: Page 45 chart 11.02.04 - Tree Protection Measures - Palm Coast Pkwy only East of Rt.95; Palm Harbor Pkwy., south of Hammock Dune Bridge, suggested adding this wording. Clarification is needed to the repetitive statement for the last sentence in the paragraph and chart 11.6- Buffer Table.

Chair Beebe: Please go to page 52 section 11.03 paragraph G - Retention and Detention Ponds: the final sentence "This wet ponds planting area shall have a minimum area equal to 15% of the perimeter of the pond by 7.5 feet". What are we saying there?

ANS: Mr. Hoover: As you go around the pond, say you have a pond or a lake and it has 200' around it. You would take 200' x 15% which would equal 30' x 7.5 equals 225 square feet. So that is the area that you would have the option, you could do a wet pond planting, as a literal zone or you could do a transitional planting on the upland area.

Chair Beebe: So you the 7.5 area you are talking about is the width?

ANS: Mr. Butler: Yes.

Chair Beebe suggested to staff to clarify this section by rewriting it.

Chair Beebe: Page 53 section H - Screening Plantings Above Ground Structures, the last sentence there is referring to transformers and it reads: "On transformers lattice may be used for screening instead, where vegetation is planted it shall be setback sufficiently so that at maturity it still meets the setback requirements from the transformers". I might suggest that FP&L has a detailed that they require, I might suggest you reference the FP&L standards rather than the minimum setbacks from

the transformers. FP&L will dictate if it is FP&L's transformer.

ANS: Mr. Butler (Landscape Architect for the City of Palm Coast): What about putting that (reference) in our technical manual?

ANS: Mr. Tyner: Agreed, good idea, however, referencing it here (in section H referenced above) would be good, too.

Chair Beebe: Correct a typo on page 54 Section L - Sight Triangles - paragraph two in your description of how to use table 11.3, the last sentence, it talks about leg distance would be 15' along the proposed driveway and 35' along the arterial roadway. That is correct. But your chart (referring to table 11.3) shows it would be 50'. So please update your example for how to use the table 11.3 it should read 15' and 50'.

ANS: Mr. Hoover: Got it.

Chair Beebe: Page 60 under turf you have a typo (section 11.03.04 - Paspalum has one L, please correct.

Chair Beebe: Can you explain on page 61 under Internal Parking Lot Landscaping and this landscape islands B- the new language that reads unless the island is large enough for a shade tree, what are we saying in that paragraph?

ANS: Mr. Hoover: So in other words you would not have to put an understory tree in if you have an island 300 square foot or larger. But if you have an island 150 to 199 in square footage you could put in one understory tree.

Chair Beebe: Page 62 -under Design Requirements for Landscape Islands, paragraph D, is this new language or has it been relocated?

ANS: Mr. Hoover: It is new language.

Chair Beebe: So then, what is this saying, then (referring to page 62 - Design Requirements for Landscape Islands)?

ANS: Mr. Hoover: This is just ensuring that you have sufficient number of trees.

Chair Beebe: Page 65 chart 11-5 add the limitations to the table under Palm Harbor Pkwy, Palm Coast Pkwy., and Colbert Lane.

Chair Beebe: Page 68 chart should read 11-4 not 11-3.

Chair Beebe: Page 72 section 11.03.09 - subsection B - section 2 - as built (referring to landscape irrigation) discussion and clarification occurred between Mr. Butler and the Board Members.

Chair Beebe opened the PLDRB meeting to the public @ 6:13PM.

Mr. Jeffrey Seib addressed the PLDRB regarding the proposed changes. Suggested that it would have been better to include more examples of pictures from flat land property not just the Town Center, including some picture of Palm Coast Parkway (referring to Mr. Hoover's presentation).

Mike Nation addressed the PLDRB regarding the proposed changes and he was hoping that the setbacks were reduced on Palm Coast Pkwy. Requested mitigation on the number of trees for his commercial property. Discussion ensued between Mr. Seib and the Board members regarding Mr. Nation's unique property situation.

Mr. Tyner clarified that west of RT. 95 on Palm Coast Pkwy. the landscape buffer would be 25" buffer along with some possible solution regarding using building right up to the easement.

Chair Beebe: Is that a drainage easement that runs along the back?

ANS: Mr. Tyner: Yes.

Mr. Hoover explained his research with other communities with regard to special case situation (formerly called the 12% rule).

Chair Beebe: Is it a 10' perimeter buffer?

ANS: Mr. Tyner: Yes.

Chair Beebe closed the PLDRB meeting to the public @ 6:25PM.

Mr. Butler discussed a change to page 43 section 11.01.02 subsection C- under specimen trees -recommended changing wording from all pines except sand pines would be included as a specimen tree once they reach 24" and 36" historic.

Chair Beebe reviewed the BEAC recommendations with his fellow board members.

Mr. Davis: I heard separate guidelines for certain areas in Palm Coast, if it is our code shouldn't it cover all of Palm Coast?

ANS: Chair Beebe: The code does include all of Palm Coast. If you are referring to the different buffers for different areas, I think what the Staff has done for example, the areas of real special canopy and they (Staff) said they need extra level of protection, for example east of I95 that you wouldn't necessarily need on another road that doesn't have that existing canopy. That is why you would have some differences that is my opinion. I don't know if Staff has a different opinion.

ANS: Mr. Tyner, well said. We knew the buffers were the issue, so we wanted to get out in the field and take a look at the buffers. If SR 100 is proposed is 35' and Town Center is 20' and they look beautiful and we have nothing but positive comments regarding the area. Not just where the hill is but where Target Center and all that, we have positive feedback regarding the buffers. So our proposal on that road is 25', actual increasing it from 20' to 25', not having it 35'. So we went out specifically to different areas to look at buffers.

Mr. Davis: Shouldn't we have a comment in the guidelines referring what Mr. Tyner just said, referring the differences between different areas in Palm Coast. We don't have any information about how to file an objection (regarding this section).

ANS: Chair Beebe: There is a section in the Land Development Code that addresses how to appeal. But within the Landscape code there are differences by virtue of the different types of developments, if you remember the requirements for a single family residence are different from a commercial, or a multi-family or industrial. So there are differences as there well should be, because we shouldn't be holding a single family home owner to the same landscape and irrigation standard as a new commercial property.

Ms. Reischmann (legal counsel for the PLDRB) suggested to the Chair adding a findings clause to the Ordinance to address the rationale for the differences when we adopt this code it might be helpful to have that in the whereas clauses.

Discussion ensued to update the motion to include the reference to the 10' easements along the Palm Coast Pkwy.

Mr. Henderson: Why didn't we discuss any of the public comments (that were provided), I think we should have discussed this as a board?

ANS: Chair Beebe: You are correct, that was my mistake, and I apologize.

Approved

Approved: 6 - Chair Beebe, Board Member Cuff, Vice Chair Davis, Board Member Dodson-Lucas, Vice Chair Dolney, and Board Member Henderson

Excused: 2 - Chair Jones, and School Board Representative Nies

E. Board Discussion and Staff Issues

Mr. Tyner more to come we are looking at various sections of the Unified Land Development Code including the Conservation Coastal, Architectural Review Guidelines, as well as the sign code that Katie (Ms. Reischmann) just reminded me. It will be a busy year this year with the workshops.

F. Adjournment

The meeting was adjourned at 6:45PM.

*Respectfully submitted:
Irene Schaefer, Recording Secretary*

[16-320](#)

ATTACHMENTS

Attachments: [Tracking Comments June - July 2016 Chapter 11](#)
[Landscape Code Amend. \(8-4-16 PLDRB\)](#)