



City of Palm Coast

Agenda

CITY COUNCIL WORKSHOP

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

Mayor Milissa Holland
Vice Mayor Robert G. Cuff
Council Member Steven Nobile
Council Member Nick Klufas
Council Member Heidi Shipley

Tuesday, March 27, 2018

9:00 AM

CITY HALL

City Staff

Jim Landon, City Manager

William Reischmann, City Attorney

Virginia A. Smith, City Clerk

- > Public Participation shall be in accordance with Section 286.0114 Florida Statutes.
- > Other matters of concern may be discussed as determined by City Council.
- > If you wish to obtain more information regarding the City Council's agenda, please contact the City Clerk's Office at 386-986-3713.
- > In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk at 386-986-3713, at least 48 hours prior to the meeting.
- > City Council Meetings are televised on Charter Spectrum Networks Channel 495 and on AT&T U-verse Channel 99.
- > All pagers and cell phones are to remain OFF while City Council is in session.

CALL TO ORDER

PLEDGE OF ALLEGIANCE TO THE FLAG

ROLL CALL

PUBLIC PARTICIPATION

Public Participation shall be held in accordance with Section 286.0114 Florida Statutes. After the Mayor calls for public participation each member of the audience interested in speaking on any topic or proposition not on the agenda or which was discussed or agendaed at the previous City Council Workshop, shall come to the podium and state their name. Each speaker will have up to three (3) minutes each to speak. The Mayor will advise when the three (3) minutes are up and the speaker will be asked to take a seat and wait until all public comments are finished to hear answers to all questions. Once all members of the audience have spoken, the Mayor will close public participation and no other questions/comments shall be heard. Council and staff will then respond to questions posed by members of the audience. Should you wish to provide Council with any material, all items shall be given to the City Clerk and made part of the record. If anyone is interested in discussing an issue

further or ask additional questions, individual Council Members and staff will be available after the meeting to discuss the matter and answer questions.

PRESENTATIONS

- 1 PRESENTATION - STRATEGIC ACTION PLAN EVALUATION**
- 2 PRESENTATION - INNOVATION TEAM**
- 3 PRESENTATION ON THE RECREATION AND PARKS MASTER PLAN**
- 4 ORDINANCE 2018-XX AMENDING CHAPTER 29 IMPACT FEES, ARTICLE II TRANSPORTATION IMPACT FEES**
- 5 ORDINANCE 2018-XX AMENDING CHAPTER 15 "BUILDINGS AND BUILDING REGULATIONS" OF THE CITY'S CODE OF ORDINANCES**
- 6 ORDINANCE 2018-XX AMENDING SECTION 10.02 OF THE UNIFIED LAND DEVELOPMENT CODE RELATING TO FLOOD DAMAGE PROTECTION**

WRITTEN ITEMS

- 7 RESOLUTION 2018-XX A PROPOSED AMENDMENT TO THE WIRELESS MASTER PLAN TO INCLUDE A PORTION OF PROPERTY LOCATED AT FIRE STATION #24, 1505 PALM HARBOR PARKWAY**
- 8 RESOLUTION 2018-XX APPOINT DR. ELAINE STUDNICKI AS CO-CITY HISTORIAN**
- 9 RESOLUTION 2018-XX APPROVING A WORK ORDER WITH MCKIM & CREED, INC., FOR ENGINEERING DESIGN AND CONSTRUCTION SERVICES FOR THE HAZARD MITIGATION GRANT FOR THE INSTALLATION OF GENERATORS FOR 30 PUMP STATIONS**
- 10 RESOLUTION 2018-XX APPROVING A PRICE AGREEMENT FOR CONCRETE, ON AN AS NEEDED BASIS, WITH ARGOS READY MIX, LLC.**
- 11 RESOLUTION 2018-XX APPROVING MASTER SERVICE AGREEMENTS WITH MULTIPLE FIRMS FOR WASTEWATER EMERGENCY TANK TRUCKING SERVICES**

PUBLIC PARTICIPATION

Remainder of Public Comments is limited to three (3) minutes each.

DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA

DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA

DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA

ADJOURNMENT

12 CALENDAR/WORKSHEET

13 ATTACHMENTS TO MINUTES

City of Palm Coast, Florida Agenda Item

Agenda Date: 3/27/2018

Department	PLANNING	Amount
Item Key	3037	Account
		#
Subject	PRESENTATION - STRATEGIC ACTION PLAN EVALUATION	
Background :	<p>On January 30, 2018, City Council was presented the End of Year Progress Report and Cover Letter along with an overview of the Fiscal Year 2019 Strategic Action Planning (SAP) process and timeline. Staff also included the anticipated timeframe for conducting one-on-one interviews with each Council member. Per Council direction, the collected interview feedback has been consolidated and provided as an attachment to this item.</p> <p>On March 13, 2018, City Council was presented the Annual Progress Report. City Council requested an overview of existing Strategic Action Plan Priorities be presented at the SAP Evaluation Workshop. A SAP Report Card has been attached.</p> <p>The details of the referenced attachments will be presented and request Council input on areas to focus on in the upcoming Fiscal Year.</p>	
Recommended Action :	For Presentation Only	

STRATEGIC ACTION PLAN IMPLEMENTATION OVERVIEW

Through the Leadership Intern Training Experience (L.I.T.E.), employees are provided a rare opportunity to work directly with the City Manager and other members of top management through a mentoring approach intended to develop additional capacity within the organization. In late 2011, three LITE teams were created and assigned the task of bridging a closer relationship with implementing City Council’s Vision with the Fiscal Budget and Performance Management processes. Each team had one or more representative(s) from each City Department to ensure a balanced approach that accurately reflected the needs of the organization. Five years later, the City of Palm Coast Strategic Action Plan process is a comprehensive and systematic approach to improving results through evidence-based decision-making, continuous organizational learning, and a focus on accountability for performance. Through this process, management and City Council now have numerous tools to recognize successes and immediately identify areas of concern. On a quarterly basis, each department and team is required to meet with the City Manager to review their year-to-date performance and budget status. If issues or concerns are identified, these meetings allow an opportunity to discuss changes to ensure performance expectations are met. It is important to note that activities elected to be tracked represent a small portion of the organizations overall operations.

Overview of Actions Taken Regarding City Council Priorities:

The following table inventories all Performance Measures associated with Approved Council Priorities. The following pages provide the performance detail, percent complete and directly funded budget amounts if applicable. Priorities that involved only staff time are noted as “Indirect Funding”. The performance management process was improved in 2014 to ensure all priorities are accurately measured and tracked.

Fiscal Year	Goal 1 #PMs	Goal 2 #PMs	Goal 3 #PMs	Goal 4 #PMs	Goal 5 #PMs	Goal 6 #PMs	Total #PMs	Percent Compete
2013-2014	2	12	2	3	2	5	26	100%
2014-2015	8	2	2	0	0	10	22	95%
2015-2016	4	6	3	0	5	1	19	93%
2016-2017	0	2	7	1	5	1	16	87%
2017-2018	4	12	1	1	4	1	23	Underway
Totals:	18	34	15	5	16	18	106	

SUMMARY:

In Fiscal Year 2012-2013, the Strategic Action Plan process was reformed. No formal action in this year. In Fiscal Year 2013-2014, Council refined direction and measures formed in August 2013; however, adopted budget did not incorporate associated costs because of SAP timeline.

The following are Council Priorities that are directly funded projects and currently underway:

- Engage an external consultant to conduct an evaluation of existing transportation impact fees and provide a presentation of findings to City Council
FY16 – FY18 Budget: \$71,200 Status: 80% complete*
- Develop continuous street lighting plan for major roads
FY18 Budget: \$110,000 Status: 95% complete*
- Conduct a feasibility study to determine the potential of expanding fiber infrastructure and revising the City’s business model through a private – public partnership
FY18 Budget: \$85,000 Status: 20% complete*

City Council Priorities – Strategic Action Plan Report Card

GOAL 1: EXPANSION

To anticipate the need for additional services and infrastructure to provide opportunities for mixed use development with goods, services and employment

1.1.1: PROJECTS TARGETED AS HIGHEST PRIORITY FOR REPLACEMENT SHALL BE EVALUATED FOR POTENTIAL UPGRADE OR ENHANCEMENT

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2014-2015	Evaluate maintenance and rehab process to maximize comprehensive approach	1.1.1.13.a	Provide City Council a presentation of existing swale maintenance & rehabilitation program	Indirect Funding	100%
2014-2015	PEP tanks - evaluate replacement factors and future demand	1.1.1.14.a	Provide City Council a presentation of existing program	Indirect Funding	100%
2014-2015	Florida Park Drive	1.1.1.15.a	Continue speeding enforcement efforts and monitor traffic levels of Florida Park Drive	Indirect Funding	100%
2015-2016		1.1.1.15.a	Engage an external consultant to identify options through a traffic engineering study to address traffic issues on Florida Park Drive	Indirect Funding	100%
2017-2018	Develop a comprehensive public policy to address failing sea walls	1.1.1.16.a	Research and provide presentation of findings for a Special Assessment District for saltwater canal dredging and seawall repair options	Indirect Funding	10%

1.2.1: MAINTAIN AN INVENTORY OF THE CONDITION AND PRIORITY RATING OF INFRASTRUCTURE PROJECTS

2017-2018	Ensure that all infrastructure is a priority regarding maintenance and performance	1.2.1.8	Ensure that all infrastructure is a priority regarding maintenance and performance (Approach updated per City Council Direction; Affects 18 Performance Measures)	Indirect Funding	53%
2014-2015	County Road maintenance - coordinate with Flagler County on status of County roads within City limits	1.2.1.15.a	Identify and inventory all rights of way and major public infrastructure networks within the city limits.	Indirect Funding	100%
2014-2015		1.2.1.15.b	Coordinate and develop agreements with other agencies on responsibilities for maintenance of all major public infrastructure networks and rights of way within the city limits.	Indirect Funding	100%
2014-2015		1.2.1.15.c	Identify and inventory master plan developments and public infrastructure responsibility	Indirect Funding	100%

1.2.2: COORDINATE FACILITY CAPACITY UPGRADES TO MEET THE CITY'S GROWTH NEEDS APPROPRIATELY

2014-2015	Continue to ensure capacity is consistent with growth needs	1.2.2.7.a	Complete annual capacity analysis for water and wastewater. Existing PM before Council Priority	Indirect Funding	100%
2015-2016		1.2.2.7.b	Evaluate brackish water for Consumptive Use Permit (CUP)	\$365,519	100%

City Council Priorities – Strategic Action Plan Report Card

GOAL 1: EXPANSION (CONTINUED)

To anticipate the need for additional services and infrastructure to provide opportunities for mixed use development with goods, services and employment

1.2.2: COORDINATE FACILITY CAPACITY UPGRADES TO MEET THE CITY'S GROWTH NEEDS APPROPRIATELY (CONTINUED)

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2015-2016	Update the transportation impact fee study	1.2.2.22.a	Engage an external consultant to conduct an evaluation of existing transportation impact fees and provide a presentation of findings to City Council	\$71,200	80%

1.2.3: KEEPING OLDER NEIGHBORHOODS ATTRACTIVE AND RELEVANT

2017-2018	Maintain Median Beautification program	1.2.3.14.g	Perform quarterly inspection to ensure that median areas are maintained to a high standard	Indirect Funding	100%
2014-2015	Evaluate options for noise barrier along Royal Palms Parkway from US1 to Belle Terre	1.2.3.15.a	Prepare a concept plan for a natural (plant) noise buffer along Royal Palms Parkway from US 1 to Belle Terre in order to buffer the rear of the single-family homes from the Parkway	Indirect Funding	100%
2017-2018	Identify and evaluate strategies to promote infill development within original ITT Comprehensive Land Use Plan (CLUP) area	1.2.3.16.a	Draft white paper identifying and evaluating strategies to promote infill development	Intern	100%
2017-2018	Investigate the viability of implementing a maintenance program for vacant lot frontages	1.2.3.19.a	Investigate the viability of implementing a maintenance program for vacant lot frontages	Indirect Funding	0%

City Council Priorities – Strategic Action Plan Report Card

GOAL 2: ECONOMIC

To develop and maintain a strong economy by supporting the growth and development of new and existing businesses while creating an environment to attract new companies that align with our values

2.1.1: INVENTORY PROGRESS TO DATE AND UPDATE PROJECTS AND PROGRAMS

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2015-2016	Gain a better understanding of economic development efforts through a presentation from Flagler County Department of Economic Opportunity	2.1.1.8.f	Request a presentation from Flagler County Department of Economic Opportunity to highlight economic development efforts	Indirect Funding	100%
2014-2015	Evaluate other approaches of promoting FiberNET	2.1.1.9.a	Create L.I.T.E. Team to evaluate and target FiberNET opportunities to promote	Indirect Funding	100%
2014-2015	Promote existing Business Districts throughout the City	2.1.1.11.b	Implement promotion of Business Districts based on wayfinding signage plan	Indirect Funding	0%
2015-2016	Facilitate a group discussion with property owners along Hargrove Grade to determine interest and feasibility of master planning stormwater facilities	2.1.1.12.a	Solicit feedback from existing businesses and property owners along Hargrove Grade to determine interest and feasibility of master planning stormwater facilities	Indirect Funding	100%
2015-2016	Gain a better understanding of public transportation services and public need through a presentation from Flagler County Transportation Services	2.1.1.13.a	Request a presentation from Flagler County to discuss the existing and potential public transportation services	Indirect Funding	100%

2.1.2: ENCOURAGE INVESTMENT IN OUR DOWNTOWN AND TARGETED AREAS

2017-2018	Evaluate and refine vision for Downtown	2.1.2.1.a	Update CRA Plan to evaluate and refine vision for Downton	Indirect Funding	0%
2017-2018	Develop strategies to encourage investment in our Downtown	2.1.2.2.a	Update CRA Plan to include economic development strategies to diversity economy	Indirect Funding	0%

2.1.3: FOSTER HIGH TECH COMPANIES AND TALENT TO GROW IN PALM COAST

2015-2016	Gain a better understanding of economic development efforts through a presentation from Flagler County Department of Economic Opportunity	2.1.1.8.f	Request a presentation from Flagler County Department of Economic Opportunity to highlight economic development efforts	Indirect Funding	100%
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2.1.4: IDENTIFY OPPORTUNITIES TO EXPAND FIBER TECHNOLOGY TO STIMULATE ECONOMIC ACTIVITY

2017-2018	Evaluate fiber initiative with the University of Florida Whitney Lab facilities to determine mutually beneficial opportunities	2.1.4.1.a	Evaluate fiber initiative with the University of Florida Whitney Lab facilities to determine mutually beneficial opportunities	Indirect Funding	0%
2017-2018	Determine feasibility of partnering with Central Florida High-Tech Corridor	2.1.4.2.a	Request presentation from Central Florida High-Tech Corridor of partnering opportunities	Indirect Funding	0%
2017-2018	Evaluate opportunities to incorporate fiber technology into major City infrastructure improvements	2.1.4.3.a	Evaluate opportunities to incorporate fiber technology into major City infrastructure improvements	Indirect Funding	60%

City Council Priorities – Strategic Action Plan Report Card

GOAL 2: ECONOMIC (CONTINUED)

To develop and maintain a strong economy by supporting the growth and development of new and existing businesses while creating an environment to attract new companies that align with our values

2.1.4: IDENTIFY OPPORTUNITIES TO EXPAND FIBER TECHNOLOGY TO STIMULATE ECONOMIC ACTIVITY (CONTINUED)

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2017-2018	Conduct a feasibility study to determine the potential of expanding fiber infrastructure and revising the City’s business model through a private – public partnership	2.1.4.4.a	Conduct a feasibility study to determine the potential of expanding fiber infrastructure and revising the City’s business model through a private – public partnership	\$85,000	20%
2017-2018	Request feedback from local technology companies to better identify marketing strategies	2.1.4.5.a	Interview local technology companies to better identify marketing strategies	Indirect Funding	50%
2017-2018	Expansion of FiberNET	2.1.4.6.a	Develop a marketing plan and implement quantifiable contacts	Indirect Funding	50%
2017-2018		2.1.4.6.b	Develop a recruit strategy for additional ISPs and implement that strategy	Indirect Funding	50%
2017-2018		2.1.4.6.c	Solicit bid for FiberNET maintenance and installations	Indirect Funding	20%
2017-2018		2.1.4.7.a	Evaluate other approaches of promoting FiberNET and present recommendations to the City Manager.	Indirect Funding	50%

2.2.2: DEVELOP A CAMPAIGN TO HIGHLIGHT THE CITY’S ECONOMIC STRENGTHS AND OPPORTUNITIES

2017-2018	Educate our citizens on the value of “Shop Local” and doing business in Palm Coast	2.2.2.13.a	Identify ways to educate our citizens to shop local	Indirect Funding	25%
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2.3.1: DEVELOP A BRANDING STRATEGY WHICH SUPPORTS STRENGTHS OF THE SBDC/BAC PARTNERSHIP AND RESOURCES AND PROGRAMS AVAILABLE

2016-2017	Become a destination for high tech startups and create an environment that foster high tech companies	2.3.1.2.a	Identify gaps and opportunities to foster high tech startups	Intern	100%
2016-2017		2.3.1.2.b	Explore organizations/trade shows/ where high tech startup network to determine opportunities	Intern	100%

City Council Priorities – Strategic Action Plan Report Card

GOAL 2: ECONOMIC (CONTINUED)

To develop and maintain a strong economy by supporting the growth and development of new and existing businesses while creating an environment to attract new companies that align with our values

2.3.4: TO STRENGTHEN THE BAC PARTNER EFFORT IN ORDER TO PROVIDE A UNIFIED APPROACH TO HELPING EXISTING FLAGLER COUNTY BUSINESSES

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2015-2016	Involve Business Assistance Center (BAC) staff in the review of private economic development projects to identify issues and develop solutions in collaboration with owners, consultants, end-users, and City staff	2.3.4.9.a	Report quarterly on issues and solutions developed in collaboration with BAC, owners, consultants and end-users	Indirect Funding	100%
2015-2016	Evaluate existing focus of the BAC	2.3.4.10.a	Provide City Council a presentation of BAC activities and focus for next fiscal year	Indirect Funding	100%

GOAL 3: FINANCIAL

To leverage our financial strengths while ensuring the City remains committed to fiscal responsibility in delivering value-added services to residents and businesses

3.1.1: DIVERSIFY OUR REVENUE SOURCES

2017-2018	During the capital improvement project planning process, target grant opportunities that can offset capital improvement cost	3.2.1.7.b	Conduct grant evaluation and track results quarterly for possible grant funded capital projects	Indirect Funding	100%
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3.2.1: REVIEW EXISTING OPERATIONAL PROCEDURES AND POLICIES

2015-2016	Evaluate potential to enhance technology services for improving efficiency of permitting system (self-serve kiosks, automating inspection alerts, online permitting, etc.)	3.2.1.7.b	With a focus on technology, evaluate and identify processes that can be enhanced to improve efficiency and customer convenience	Indirect Funding	100%
2016-2017	Explore methods to better align resources to ensure efficient delivery of services	3.2.1.30.a	Inventory and evaluate duplication of fire services between other applicable agencies and present findings to City Council	Indirect Funding	100%
2016-2017		3.2.1.30.b	Coordinate with Flagler County on the use of EMS resources	Indirect Funding	100%
2016-2017		3.2.1.30.c	Track and report quarterly on fire and emergency services "Calls for Response" on all responses 0-5 minutes, 6-8 minutes and any response times over 8 minutes	Indirect Funding	100%

City Council Priorities – Strategic Action Plan Report Card

GOAL 3: FINANCIAL (CONTINUED)

To leverage our financial strengths while ensuring the City remains committed to fiscal responsibility in delivering value-added services to residents and businesses

3.2.1: EVALUATE CURRENT TECHNOLOGICAL OPPORTUNITIES TO REDUCE OPERATIONAL COST (CONTINUED)

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2015-2016	Explore methods to better align resources to ensure efficient delivery of services	3.2.1.30.d	Create a tracking mechanism for all call response times 6 minutes or more as to the delay in response to include "Out of COPC District for Emergency Calls," "Out of Zone for emergency calls," "Unavailable / Call in zone," "Fire Training in zone," "Fire training out of zone"	Indirect Funding	100%
2015-2016		3.2.1.30.e	Develop an Action Plan to minimize any identified duplication of services	Indirect Funding	100%

3.2.2: EVALUATE CURRENT TECHNOLOGICAL OPPORTUNITIES TO REDUCE OPERATIONAL COST

2014-2015	Evaluate Disaster Reserve Fund Policy	3.2.2.8.a	Evaluate current disaster reserve fund policy and how it compares to other cities and report findings to the City Manager.	Indirect Funding	100%
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3.2.3: CONTINUE AND ENHANCE UNIQUE VOLUNTEER OPPORTUNITIES THAT OFFSET OPERATIONAL SERVICE AND ENHANCE INVESTMENT IN THE COMMUNITY

2016-2017	Identify methods of encouraging participation	3.2.3.7.a	Inventory existing opportunities for the use of volunteers	Indirect Funding	100%
2016-2017		3.2.3.7.b	Develop a program that targets volunteers to supplement City staff	Indirect Funding	100%
2016-2017		3.2.3.7.c	Identify methods of encouraging volunteer participation in City operations	Indirect Funding	100%
2016-2017		3.2.3.7.d	Inventory volunteer utilization	Indirect Funding	0%

3.2.4: SEEK IN-HOUSE ALTERNATIVE TO EXTERNAL SERVICES WHILE MAINTAINING HIGH-QUALITY SERVICES

2014-2015	Evaluate cost/benefit of staffing levels and alternatives	3.2.4.12.a	Evaluate cost/benefit of staffing levels in fleet maintenance verse contract services	Indirect Funding	100%
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City Council Priorities – Strategic Action Plan Report Card

GOAL 4: ENVIRONMENTAL

To blend our residential and commercial properties with our “City of Parks and Trails” image to create a sustainable framework of visual appeal while caring for our land, water, air, and wildlife

4.2.2: TO EVALUATE THE EVOLUTION OF CITY OF PALM COAST RECREATION AND PARKS FACILITIES MASTER PLAN PROJECTS

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2017-2018	Construct the Forest Branch Path from Old Kings Road to safely connect to Matanzas Woods Parkway	4.2.2.6.a	Construct the Forest Branch Path from Old Kings Road to safely connect to Matanzas Woods Parkway	\$173,000	100%

4.3.4: IMPLEMENT CITY-WIDE ENERGY SAVINGS PROGRAM

2016-2017	Complete energy enhancements based on energy audit findings	4.3.4.1.b	Provide a presentation to City Council reporting on Alternative Energy strategies and results	Indirect Funding	100%
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GOAL 5: QUALITY OF LIFE

To ensure a safe community for our citizens and visitors while affordable, and enjoyable options for cultural, educational, recreational, and leisure-time events

5.1.2: PROMOTE THE VARIETY OF LOCAL LEISURE AND RECREATIONAL ACTIVITIES

2015-2016	Evaluate Senior Programs and Teenager activities	5.1.2.16.a	Provide a presentation to City Council the current and targeted programs for seniors and youth	Indirect Funding	100%
2017-2018	Revisit the Parks and Recreation and Parks Facilities Master Plan	5.1.2.20.a	Update the Recreation and Parks Facilities Master Plan	Indirect Funding	95%
2017-2018	Evaluate and attract special events that have a positive community and economic impact	5.1.2.21.a	Evaluate options to attract special events that have a positive community and economic impact	Indirect Funding	50%
2017-2018	Study the feasibility of developing a Palm Coast App to promote our amenities and events	5.1.2.22.a	Research apps that promote amenities and events for cities beyond Palm Coast and study the feasibility of whether any of those apps would be appropriate for Palm Coast to promote amenities and events	Indirect Funding	25%

5.2.1: IDENTIFY ENHANCEMENTS WITHIN PARK FACILITIES TO REDUCE HAZARDS

2016-2017	Evaluate existing parks for safety enhancements (for example sun shades)	5.2.1.5.b	Install shade sails at designated parks according to recommendations by the Parks Team	\$ 411,000	100%
2016-2017	Funding for Belle Terre safety improvements to be incorporated into CIP	5.2.1.6.a	Incorporate funding for Belle Terre safety improvements into CIP	Indirect Funding	100%

City Council Priorities – Strategic Action Plan Report Card

GOAL 5: QUALITY OF LIFE (CONTINUED)

To ensure a safe community for our citizens and visitors while affordable, and enjoyable options for cultural, educational, recreational, and leisure-time events

5.2.2: CONTINUE TO ENHANCE SAFETY IMPROVEMENTS AT INTERSECTIONS AND ALONG ROADWAYS

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2015-2016	Evaluate and implement safety improvement options for intersections and roadways	5.2.2.9.a	Evaluate Seminole Woods Blvd intersections for potential safety improvements	Indirect Funding	100%
2015-2016	Expand police presence in neighborhoods	5.2.2.10.a	Request a presentation on efforts to improve safety within neighborhoods from Flagler County Sheriff	Indirect Funding	100%
2017-2018		5.2.2.10.a	Provide a presentation from the Flagler County Sheriff's Office that details statistics and frequency of crimes and how it is being addressed	Indirect Funding	100%
2016-2017	Develop continuous street lighting plan for major roads	5.2.2.11.a	Develop a continuous street lighting plan for major roads	\$110,000	95%

5.2.4: ISO STANDARD IMPROVEMENT THROUGHOUT THE ORGANIZATION

2016-2017	Develop a plan for emergency communication upgrades in consultation with Flagler County and other partners	5.2.4.4.a	Develop a plan for emergency communication upgrades in consultation with Flagler County and other partners	Indirect Funding	50%
2016-2017		5.2.4.4.b	Work with County Technology Team on emergency communications to identify solutions for areas with poor or no reception	Indirect Funding	50%

5.3.1: SHARE RESOURCES BETWEEN ORGANIZATIONS TO BROADEN CITIZEN EXPERIENCES

2015-2016	Evaluate safety measures for transportation of students to school (bike/walk/bus stops)	5.3.1.5.d	Coordinate with Flagler Schools to integrate school bus stops with our bench master plan	Indirect Funding	100%
2017-2018		5.3.1.5.c	Present an update on the implementation of the bus-stop safety plan	Indirect Funding	0%

City Council Priorities – Strategic Action Plan Report Card

GOAL 6: WORKFORCE TALENT

To develop and implement a comprehensive plan to improve City employee skills and performance through education and training; performance management; and personal development opportunities

6.1.2: ASSESS PAY RATES AND BENEFITS TO REMAIN COMPETITIVE WITH MARKET

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2014-2015	Link performance measures to employee evaluation and merit pay	6.1.2.1.a	Establish Evaluation Team with emphasis on department representation	Indirect Funding	100%
2014-2015		6.1.2.1.b	Develop employee evaluation process linked to performance measures	Indirect Funding	100%
2014-2015	Monitor retention and cause of turn-over	6.1.2.2.a	Create an inventory of factors expressed during exit interview process	Indirect Funding	100%

6.1.3: DEVELOP AN EMPLOYEE MOTIVATION AND REWARD PROGRAM

2014-2015	Perform a City-wide survey to identify employee needs that assist with motivation targets	6.1.3.3.a	Return a 75% response rate for all City wide surveys conducted	Indirect Funding	100%
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6.3.1: ESTABLISH A PROGRAM THAT SOLICITS CUSTOMER FEEDBACK AND ENSURE FOLLOW-UP CONSULTATION

2014-2015	Track complaints and compliments throughout the organization	6.3.1.2.a	Analyze current complaint management process and allocation of staff resources to address common complaint areas	Indirect Funding	100%
2014-2015		6.3.1.2.b	Develop customer survey program	Indirect Funding	100%
2015-2016		6.3.1.2.b	Expand customer survey program to solicit feedback on matters unique to Palm Coast	Indirect Funding	100%

6.3.2: DEVELOP A REACH-OUT INITIATIVE TO ENHANCE COMMUNITY AWARENESS OF CITY SERVICES

2014-2015	Enhance communication with our citizens regarding swale system and capital improvements	6.3.2.2.a	Develop communication program for swale system/maintenance	Indirect Funding	100%
2014-2015		6.3.2.2.b	Develop communication program for annual capital improvement program	Indirect Funding	100%
2016-2017	Enhance communication with our citizens	6.3.2.2.g	Create a virtual Citizens Academy program that supplements existing Citizens Academy Program	Intern	100%
2017-2018		6.3.2.2.j	Investigate options to install and maintain informational kiosks at local high volume shopping locations	Indirect Funding	0%

City Council Priorities – Strategic Action Plan Report Card

GOAL 6: WORKFORCE TALENT (CONTINUED)

To develop and implement a comprehensive plan to improve City employee skills and performance through education and training; performance management; and personal development opportunities

6.4.1: SEEK AND SOLICIT STUDENT INTERNSHIP OPPORTUNITIES WITH EDUCATIONAL INSTITUTIONS

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2014-2015	Report on benefits of an internship program with the COPC and regional educational institutions	6.4.1.1.a	HR will meet with different departments to look at each department needs for interns and their application to City operations.	Indirect Funding	100%
2014-2015	Implement targeted internship opportunities	6.4.1.1.b	Implement targeted internship opportunities	Indirect Funding	100%

2018

STRATEGIC ACTION PLAN EVALUATION

CITY COUNCIL MEMBERS' FEEDBACK

The Strategic Action Plan (SAP) Team member(s) conducted an interview session with each Council Member to discuss existing Council Priorities, Fiscal Year 2018 Capital Improvement Projects, and direction for the next the Fiscal Year and beyond. The collected feedback was consolidated and then cross-referenced with Objectives and Strategies to determine consistency with the Strategic Action Plan.

GOAL 1: EXPANSION

To anticipate the need for additional services and infrastructure to provide opportunities for mixed use development with goods, services, and employment.

OBJECTIVE 1.1: TO ENHANCE INFRASTRUCTURE IN ORDER TO MAINTAIN QUALITY NEIGHBORHOODS AND BUSINESS DISTRICTS

STRATEGY 1.1.1: PROJECTS TARGETED AS HIGHEST PRIORITY FOR REPLACEMENT SHALL BE EVALUATED FOR POTENTIAL UPGRADE AND ENHANCEMENT

- Emphasize importance of maintaining existing infrastructure (maintain water, sewer, drainage, roads, etc.) – Pay as You Go
- Expedite I-95 Matanzas Interchange traffic signal installation
- Remove Whiteview improvement project to fund I-95 Matanzas Interchange traffic signal installation

OBJECTIVE 1.2: TO ASSESS THE NEED TO EXPAND INFRASTRUCTURE FOR SUSTAINABLE GROWTH

STRATEGY 1.2.2: COORDINATE FACILITY CAPACITY UPGRADES TO MEET THE CITY'S GROWTH NEEDS APPROPRIATELY

- Evaluate additional equipment to accommodate adaptive traffic light control system
- Evaluate costs and capacity needs for rolling data storage for traffic monitoring cameras and park cameras

STRATEGY 1.2.3: KEEPING OLDER NEIGHBORHOODS ATTRACTIVE AND RELEVANT

- Ensure stronger focus on older neighborhoods – Florida Park Drive beautification and maintenance

GOAL 2: ECONOMIC

To develop and maintain a strong economy by supporting the growth and development of new and existing businesses while creating an environment to attract new companies that align with our values

OBJECTIVE 2.1: CAPITALIZE ON THE SUCCESS OF PROSPERITY 2021, WHILE FOCUSING ON NEW STRATEGIES TO IMPROVE ECONOMIC GROWTH, DIVERSIFY OUR ECONOMY, AND ATTRACT AND RETAIN SKILLED COMMUNITY WORKFORCE TALENT

STRATEGY 2.1.2: ENCOURAGE INVESTMENT IN OUR DOWNTOWN AND TARGETED AREAS

- Create a stakeholders group to create a new Vision for Town Center through a strategic approach
- Create a dedicated funding mechanism to support events and programs in pursuit of innovation in Town Center. Utilize stakeholders to create funding program framework
- Vision shall focus on Town Center being a multi-generational development that includes residential, entertainment, and office space that targets young professionals that does not focus on a retail component

STRATEGY 2.1.4: IDENTIFY OPPORTUNITIES TO EXPAND FIBER TECHNOLOGY TO STIMULATE ECONOMIC ACTIVITY.

- Identify the potential infrastructure enhancements needed to ensure the City is prepared for technology enhancements (i.e. fiber, autonomous vehicles, etc.)
- Evaluate existing contracts with private companies to backhaul City Fiber
- Encourage expansion of City Fiber through a dig once ordinance to install fiber conduit with infrastructure improvements
- Require that new construction incorporate a committed fiber port through building code regulations

OBJECTIVE 2.2: TO DEVELOP A "BRANDING AND MARKETING STRATEGY" AND ESTABLISH CRITERIA TO MEASURE SUCCESS

STRATEGY 2.2.2: DEVELOP A CAMPAIGN TO HIGHLIGHT THE CITY'S ECONOMIC STRENGTHS AND OPPORTUNITIES

- Encourage shopping local by encouraging businesses to advertise the impact shopping local has on them (signs)

GOAL 3: FINANCIAL

To leverage our financial strengths while ensuring the City remains committed to fiscal responsibility in delivering value-added services to residents and businesses

OBJECTIVE 3.2: INCREASE EFFICIENCY THROUGH ENHANCE OPERATIONS AND TECHNOLOGICAL ADVANCEMENTS

STRATEGY 3.2.2: EVALUATE CURRENT TECHNOLOGICAL OPPORTUNITIES TO REDUCE OPERATIONAL COST

- Develop a robust citizen engagement platform and ensure that cost-benefit analysis includes ongoing maintenance of the system
- Upgrade wireless metering to next level through communications via a fiber hub approach to provide real time usage monitoring
- Evaluate opportunities to improve public facing “public records” search capabilities
- Harden communications (phone/internet service) at City Hall and other City Facilities to ensure continuum of services

GOAL 4: ENVIRONMENTAL

To blend our residential and commercial properties with our “City of Parks and Trails” image to create a sustainable framework of visual appeal while caring for our land, water, air, and wildlife

- N/A

GOAL 5: QUALITY OF LIFE

To ensure a safe community for our citizens and visitors while providing affordable, and enjoyable options for cultural, educational, recreational and leisure-time events

OBJECTIVE 5.1: ENHANCE COMMUNITY AND VISITORS' RECREATIONAL OPPORTUNITIES AND EXPERIENCES AT COMMUNITY EVENTS

STRATEGY 5.1.2: PROMOTE THE VARIETY OF LOCAL LEISURE AND RECREATIONAL ACTIVITIES

- Incorporate a future multi-purpose Community Center in the southern extent of the City into the long-range plan. Ensure a senior services component that does not duplicate services
- Pursue a comprehensive approach to expanding the Tennis Center project area for an indoor multi-use community recreation center. Utilize Town Center Vision stakeholders to identify potential
- Incorporate a premier level aquatic park into the Town Center area and develop a partnership with an outside agency to operate it
- Incorporate a park similar to Holland Park into the Town Center area
- Provide a dedicated facility focused on teen programs (mentoring, activities, programs, career planning, etc.)

STRATEGY 5.2.1: IDENTIFY ENHANCEMENTS WITHIN PARK FACILITIES TO REDUCE HAZARDS

- Provide an inventory of park camera locations and extent of viewable area to determine if additional cameras are necessary

OBJECTIVE 5.2: ENHANCE SAFETY MEASURES THROUGHOUT THE COMMUNITY

STRATEGY 5.2.2: CONTINUE TO ENHANCE SAFETY IMPROVEMENTS AT INTERSECTIONS AND ALONG ROADWAYS

- Complete continuous street lighting plan
- Complete Lakeview street lighting and path improvements
- Request Florida Power and Light to provide a presentation to City Council to discuss the feasibility of underground utility retrofits and mounting of equipment on utility poles

GOAL 6: WORKFORCE TALENT

To develop and implement a comprehensive plan to improve City employee skills and performance through education and training; performance management; and personal development opportunities

OBJECTIVE 6.1: TO DEVELOP A PROGRAM TO IMPROVE STAFF RETENTION AND RECOGNIZE INDIVIDUAL SKILLS AND TALENTS

STRATEGY 6.1.1: A PROGRAM TO IDENTIFY INDIVIDUAL SKILLS AND FOSTER IMPROVEMENT OF PROFESSIONAL SKILLS

- Ensure proper succession planning for top management

OBJECTIVE 6.3: TO ENHANCE AWARENESS OF CUSTOMER SERVICE AND RELATIONSHIPS WITH OUR CITIZENS

STRATEGY 6.3.1: ESTABLISH A PROGRAM THAT SOLICITS CUSTOMER FEEDBACK AND ENSURE FOLLOW-UP CONSULTATION

- Improve communication regarding solid waste services and issue resolution

City of Palm Coast, Florida Agenda Item

Agenda Date: 3/27/18

Department	ADMINISTRATIVE SERVICES	Amount
Item Key	2740	Account
		#
Subject	PRESENTATION - INNOVATION TEAM	
Background:	<p>During last year's Strategic Action Plan (SAP) goalsetting, City Council made significant changes and added priorities under Goal 2 – Economic related to innovation and downtown. In addition, during the budget approval process for FY2018, City Council approved an additional position to focus on these priorities.</p> <p>Recently, the City hired the Head of Innovation & Economic Growth and engaged a consultant to help develop a roadmap to move those important priorities forward. Prior to developing the roadmap, City staff will present an overview of the Innovation Team to obtain City Council buy-in and feedback on the Innovation Team concept.</p>	
Recommended Action:	For presentation and discussion.	

City of Palm Coast, Florida Agenda Item

Agenda Date : 3/27/2018

Department	PLANNING	Amount
Item Key	2805	Account
		#
Subject	PRESENTATION ON THE RECREATION AND PARKS FACILITIES MASTER PLAN	
Background:	Staff will provide a presentation on the implementation of the Recreation and Parks Facilities Master Plan (Parks Master Plan).	
Recommended Action:	Presentation Only.	

City of Palm Coast, Florida

Agenda Item

Agenda Date: 3/27/ 2018

Department	PLANNING	Amount
Item Key	2806	Account
Subject	ORDINANCE 2018-XX AMENDING CHAPTER 29 IMPACT FEES, ARTICLE II TRANSPORTATION IMPACT FEES	
<p>Background: One of City Council's priority is to update the Transportation Impact Fee. As required by the City's Code, an update must be considered every six years. The City's first roadway/transportation impact fee was adopted in 2004 and updated in 2011.</p> <p>Regular updates or review of impact fees (not just transportation impact fees) are necessary to accommodate changes in facility/capital needs, land use characteristics, cost assumptions, and projected growth. An update or review of impact fees also ensures that impact generating development pays an appropriate share of capital improvements.</p> <p>The City retained the services of Lassiter Transportation Group (LTG) to facilitate the review of the City's transportation impact fee. The study conducted by LTG met the following objectives for the update:</p> <ul style="list-style-type: none">• Update fees based on best available localized data (construction costs, trip generation of land use, identification of capacity projects), and• Promote City's economic development by providing incentives for certain land uses• Highlights of the fee based incentives provided in the new impact fee schedule include:<ul style="list-style-type: none">• Development of impact fee for historic ITT platted lots,• Multi-Family category (separate category from single-family),• Active Adult category (separate category from single-family),• Development of impact fees for "Multi-tenant Retail Category" vs. "Free Standing Retail Category",• Additionally, the schedule maintains simplicity in application by combining land uses as appropriate (i.e. all offices are combined into one category) <p>In calculating the new impact fees a reduction in the capital improvement plan was achieved through the following:</p> <ul style="list-style-type: none">• Exclusion of Right-of-Way costs,• Identifying intersection improvements in lieu of roadway widening projects,• Providing credit for projects included the TPO's Long Range Transportation Plan (LRTP), and• Interstate Adjustment Factor.		
<p>Recommended Action: Adopt Ordinance 2018-XX Amending Chapter 29 Impact Fees, Article II Transportation Impact Fees</p>		

ORDINANCE 2018-____
TRANSPORTATION IMPACT FEES

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA AMENDING CHAPTER 29 IMPACT FEES, ARTICLE II TRANSPORTATION IMPACT FEES, CODE OF ORDINANCES OF THE CITY OF PALM COAST, TO ADJUST RATES BASED ON A COMPREHENSIVE STUDY; PROVIDING FOR APPLICABILITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Palm Coast (the "City") is a municipal corporation lawfully established and organized under the laws of Florida; and

WHEREAS, pursuant to Article VIII of the 1968 Florida Constitution, as amended, and Sections 163 and 166, Florida Statutes, the City Council of Palm Coast has the authority to fix, impose, and provide for the collection of transportation impact fees to finance, in whole or in part, the capital costs of public works, improvements, and facilities required to accommodate new impact-generating development; and

WHEREAS, the City Council has studied the necessity for and implications of the adoption of transportation impact fees for various transportation facilities and has retained LTG Engineering and Planning, and, by subcontract, NUE Urban Concepts, LLC (hereinafter, together, the "Consultants") to prepare a transportation impact fee report to determine the proportionate demand new development generates for additional capital transportation improvements, and the Consultants have prepared a transportation impact fee report, titled "The City of Palm Coast Transportation Impact Fee – Technical Report," dated January 2018 (hereinafter the "transportation impact fee report"); and

WHEREAS, the transportation impact fee report has been presented to and reviewed by the City Council, which has determined (1) that a transportation impact fee is necessary to offset the costs associated with meeting future capital transportation improvement demands pursuant to the projections set forth in the report; (2) that the transportation impact fees adopted by this Ordinance bear a reasonable relationship to the burden imposed upon the City to provide capital transportation improvements to new residents, employees, and businesses; and transportation impact fees provide a direct benefit to such new residents, employees, and businesses reasonably related to the transportation impact fees assessed; (3) that an "essential nexus" exists between the projected new development and the need for additional capital transportation improvements to be funded with transportation impact fees, and between the transportation impact fee and the benefits that accrue to new development paying the fee; and (4) that the amount of the transportation impact fees is "roughly proportional" to the pro rata share of the additional capital transportation improvements needed to serve new residential and non-residential development, while maintaining the level of service (LOS) standard currently provided to City residents, employees, and businesses; and

WHEREAS, the City annually develops a capital budget to ensure new development is adequately provided with capital transportation improvements necessary to serve new development at the growth rates projected in the transportation impact fee report; and

WHEREAS, this Ordinance contains administrative provisions to ensure that the benefit of capital transportation improvements funded with impact fee funds will accrue proportionately to new development paying the fee; and

WHEREAS, it is not the intent of this Ordinance to impose or collect any transportation impact fees from new development that are in excess of new development's proportionate demand on capital transportation improvements; and

WHEREAS, based on the population, housing unit, and land use projections as well as the capital transportation improvement needs associated with the projected level of growth, the City Council has determined that transportation impact fees are a reasonable, appropriate, and necessary technique, to be used in conjunction with other financing techniques, to ensure that transportation facilities are available and adequate for new development; and

WHEREAS, the City Council has determined that transportation impact fees are necessary for adequate capital transportation improvements sufficient to protect the public health, safety, and general welfare of future residents and employees generated by new development; and

WHEREAS, the Consultants reviewed the existing demand for capital transportation improvements, including, where appropriate, land acquisition, road improvements, and construction costs; the existing inventory of same; and the method of financing same; and

WHEREAS, all funds collected from transportation impact fees will be deposited in a segregated, interest-bearing account to ensure that transportation impact fee funds are spent only for the reasonable benefit of the new development paying the fee; and

WHEREAS, any interest or other income earned on funds deposited in said interest-bearing account will be credited to the transportation impact fee account; and

WHEREAS, the City has determined and will determine that the payment of the transportation impact fees and their expenditure for needed capital transportation improvements will result in a reasonable benefit to the development on which it is imposed in a manner not shared by those not paying the fee; and

WHEREAS, the City Council has developed and adopted a schedule of transportation impact fees by land use classification; and

WHEREAS, the City Council has provided a credit mechanism in cases where the proposed new development dedicates public sites and/or capital improvements for which transportation impact fees are being imposed; and

WHEREAS, this Ordinance is consistent with and implements the City of Palm Coast 2035 Comprehensive Plan, including the Capital Improvements Element and Capital Improvements Program therein, and with Fla. Stat. 163.31801.

WHEREAS, words with underlined type shall constitute additions to the original text and ~~strike through~~ shall constitute deletions to the original text, and asterisks (***) indicate that text shall remain unchanged from the language existing prior to adoption of this Ordinance.

NOW, THEREFORE, IT IS HEREBY ORDAINED BY THE CITY OF PALM COAST, FLORIDA:

SECTION 1: LEGISLATIVE AND ADMINISTRATIVE FINDINGS.

The above recitals (whereas clause) are hereby adopted as the legislative and administrative findings of the City Council.

SECTION 2: AMENDMENT TO CHAPTER 29, IMPACT FEES, ARTICLE II, TRANSPORTATION IMPACT FEES.

Chapter 29, "Impact Fees, Article II, "Transportation Impact Fees" of the Code of Ordinances, City of Palm Coast, Florida, is hereby amended as follows:

Section 29.31 – Purpose and intent:

* * *

Sec. 29-32. - Transportation impact fee report.

A. The City Council has reviewed and accepted, and incorporates into this article by reference, the transportation impact fee report, titled, "City of Palm Coast ~~2004-2018~~ Transportation Impact Fee ~~Update Study~~Technical Report," dated ~~August 2004~~February 2018, and prepared by ~~Tindale-Oliver and Associates, Inc.~~LTG Inc. and NUE Urban Concepts, LLC, which establishes the need for impact fees for capital transportation improvements and sets forth a reasonable methodology and analysis for the determination of the impact fees for capital transportation improvements.

~~B. The City Council has reviewed and accepted, and incorporates into this article by reference, the transportation impact fee report, titled "2011 Transportation Impact Fee Consolidation Report," dated April 6, 2011, and prepared by City Staff, which establishes the need to consolidate and simplify the existing impact fee structure and sets forth a reasonable methodology and analysis for the determination of a consolidated impact fee structure.~~

Sec. 29-33. – Definitions

In this article words and terms have the meanings set forth in this section. Words and terms not specifically defined herein have the meanings set forth in the City Code, as amended:

Applicant means any person who files an application with the City for a building permit to undertake impact-generating development within the City.

Appropriation means to obligate funds for use by the City. Appropriation includes inclusion of a capital transportation improvement in the annual City budget, execution of a contract or other legal encumbrance for construction or

acquisition of a capital transportation improvement using transportation impact fee funds in whole or in part; and/or the expenditure or transfer of transportation impact fee funds from a transportation impact fee account for the financing of capital transportation improvements that provides or will provide a reasonable benefit to impact-generating development.

Building permit means evidence of the City's approval to undertake impact-generating development pursuant to the City's building code.

Capital improvements program means a schedule of capital transportation improvements to be undertaken by the City as determined from time to time by the City Council or as set forth in the capital budget and/or the comprehensive plan.

Capital transportation improvement means the planning, design, engineering, surveying, land acquisition, permitting, and construction costs of all features and facilities necessary for road construction projects including those relied upon in the transportation impact fee report, the need for which is created by and the provision of which will reasonably benefit impact-generating development.

City means the City of Palm Coast, Florida.

City Code means the City Code of the City of Palm Coast, Florida, as amended from time to time.

City Council means the Mayor and City Council of the City of Palm Coast, Florida.

City Manager means the City Manager for the City of Palm Coast, Florida.

Comprehensive plan means the City of Palm Coast ~~2020—2035~~ Comprehensive Plan, as amended from time to time.

Department means the ~~Development—Services~~Community Development Department of the City of Palm Coast, Florida.

Director means the Director of the ~~Development—Services~~Community Development Department of the City of Palm Coast, Florida or the Director's designee.

Director of Financial Services means the Director of the Financial Services Department of the City of Palm Coast, Florida.

Existing land use means the most intense lawful use of land within the twelve (12) months prior to the time of payment of the impact fee pursuant to this article.

Fee schedule means the list of transportation impact fees set forth in Exhibit A to this article. [Located at the end of this article.]

Group fee means transportation impact fee codes that are grouped together with the same fee amount and is under one classification category.

Impact-generating development means any construction, reconstruction, redevelopment, rehabilitation, structural alteration, structural enlargement, structural extension, or use undertaken pursuant to a building permit issued after the effective date of this ordinance, which attracts or produces vehicular trips over and above that produced by the existing land use.

Non-residential means a use or development that is not a residential use.

Post-incorporation structures means structures with a certificate of occupancy on or after the City of Palm Coast's incorporation on December 31, 1999.

Pre-incorporation structures means structures with a certificate of occupancy prior to the City of Palm Coast's incorporation on December 31, 1999.

Residential means a use or development that includes or results in the creation of a dwelling unit.

~~*Transportation Impact Fee Consolidation Report* means a report titled "2011 Transportation Impact Fee Consolidation Report," dated April 6, 2011, prepared by City Staff which sets for the methodology and rational basis for the consolidation and simplification of the existing impact fee structure.~~

Transportation impact fee means an impact fee imposed on residential and non-residential development to fund the proportionate share of the costs of capital transportation improvements created by impact-generating development for capital transportation improvements.

~~*Transportation impact fee report* means a report titled, "City of Palm Coast 2004-2018 Transportation Impact Fee Update Study Technical Report," dated August 2004/February 2018, and prepared by LTG, Inc. and NUE Urban Concepts, LLC, and prepared by Tindale Oliver and Associates, Inc., which sets forth the methodology and rational basis for the transportation impact fees and the mechanisms for ensuring that a rational nexus exists between the fee amount and the impact of impact-generating development on capital transportation improvements and the reasonable benefits that accrue to impact-generating development paying the impact fee.~~

Sec. 29-34. - Applicability.

A. *Term.* This article and the procedures established herein shall remain in effect unless and until repealed, amended, or modified by the City Council in accordance with applicable state law and the City Code.

B. *Affected area.* Transportation impact fees will be imposed by the City on impact-generating development proposed within the corporate boundaries of the City.

C. *Type of development affected.* Except as provided in D. below, this ordinance applies to all impact-generating development.

D. *Type of development not affected; exemptions.* This article does not apply to:

1. *Previously-issued building permits.* No additional transportation impact fee may be imposed on impact-generating development for which a building permit has been issued prior to the effective date of this article, except that if such building permit expires, the development will be treated as impact-generating development and be subject to the provisions of this amended article.

2. *No net increase in floor area.* Provided there is no intensification of use, no transportation impact fee may be imposed on an impact-generating development that does not result in the creation of additional floor area, unless the Director makes a written determination that the impact-

generating development increases the demand for capital transportation improvements for which transportation impact fees are being imposed.

3. *Replacements.* No transportation impact fee may be imposed on the replacement of a destroyed or partially destroyed building or structure, provided that there is no change in use and no net increase in the number of dwelling units or amount of floor area.

4. *Temporary uses.* No transportation impact fee may be imposed on a temporary use.

5. *Development agreements.* No transportation impact fee may be imposed on impact-generating development that is the subject of a duly executed and lawful development agreement entered into prior to the effective date of this article, which agreement contains provisions in conflict or inconsistent with this article, but only to the extent of the conflict or inconsistency.

6. *Public education.* No transportation impact fee may be imposed on impact-generating development related to a public education use constructed by a district school board or a community college district board of trustees, pursuant to Section 1013.371(1)(a), Florida Statutes or related to a charter school facility, pursuant to Section 1002.33(18)(d), Florida Statutes.

7. *Other uses.* No transportation impact fee may be imposed on a use, development, project, structure, building, fence, sign or other activity, whether or not a building permit is required, which does not result in an increase in the demand for capital transportation improvements.

8. *Pre-incorporation structures.* No transportation impact fee shall be imposed on changes of use within a pre-incorporation structure where no additional square feet are added, however the exemption does not apply to any other post-incorporation impact-generating development as defined in section 29-33 of this article.

E. *Effect of payment of transportation impact fees on other regulations.*

1. The payment of transportation impact fees shall not entitle the applicant to a building permit unless all applicable land use, zoning, planning, dedication, platting, subdivision, or other related requirements, standards, and conditions of the city code have been met. Such other requirements, standards, and conditions are independent of the requirement for payment of a transportation impact fee.

2. This article shall not affect, in any manner, the permissible use of property, density/intensity of development, design and improvement standards, or other applicable standards or requirements of the City Code, which shall remain operative and in full force and effect without limitation.

F. *Amendments.* This article may be amended from time to time by the City Council; provided, however, that no such amendment may be adopted without a written report detailing the reasons and need for the transportation impact fee revision nor without proper notice and public hearing as required by state law and the City Code.

Sec. 29-35. - Procedures for imposition, calculation, collection, reimbursement, and credit of transportation impact fees.

A. *Generally.* The Director must calculate the applicable transportation impact fee and administrative fee at the time of application for a building permit. The City may not issue a certificate of occupancy until the applicant has paid all transportation impact fees and administrative fees due pursuant to this article.

B. *Early payment incentive.* Administrative fee set forth in subsection C. shall be waived when transportation impact fee is paid at the time of building permit issuance.

C. Calculation.

1. Upon receipt of an application for a building permit, the Director must determine whether the proposed development is an impact-generating development; the specific category of residential or non-residential use proposed; and the amount of additional residential or non-residential floor area (need to define or refer to as square footage) associated with the proposed use.

2. If the application for a building permit involves a change in use, the Director is required to base the transportation impact fee on the incremental increase in capital transportation improvement capacity created by the proposed change in use.

3. After making these determinations, the Director must calculate the applicable transportation impact fee by multiplying the amount of additional residential (fee based on dwelling unit not gfa, revise) or non-residential floor area proposed by the amount of the applicable transportation impact fee per unit of development, incorporating any applicable exemptions or credits, based on the impact fees in effect at the time of building permit application.

4. The fee schedule is intended to consolidate a number of non-residential land uses into broad land use categories defined in Section 29-33. The Director, in consultation with other City staff and consultants, as necessary, shall determine the closest applicable land use based on the definitions in Section 29-33 and a comparison of trip generation rates with the rates established in the [Technical Transportation Impact Fee Report referenced in Section 29-32;](#) or

b. ~~Calculate~~ [the Director may calculate](#) the transportation impact fee based on an independent impact analysis pursuant to subsection D. below: .

5. The calculation of transportation impact fees due from a multiple-use impact-generating development must reflect the aggregated demand for capital transportation improvements generated by each land use type within the proposed impact-generating development.

6. The calculation of transportation impact fees due from a phased impact-generating development must reflect the demand generated by each land use type within the phase of development for which a separate building permit is requested.

7. An administrative fee not to exceed actual cost to administer the transportation impact fee program [charged against a particular application](#) may be assessed by the Director for the expenses of collecting and administering this

article. The Director may develop application and review fees that reflect actual cost to review special studies and [request requests](#) for credits, or [reconsideration](#) [ef to reconsider](#) an applicable land use designation.

D. *Independent impact analysis.*

1. *Criteria for use of an independent impact analysis.* The impact fee may be computed by the use of an independent impact analysis if:

a. The Director determines that the proposed impact-generating development is not one of the land use types listed on the fee schedule; or

b. The applicant chooses to have the amount of the fee determined by the use of an independent impact analysis; or

c. The Director determines that the nature, timing, or location of the proposed impact-generating development makes it likely to generate impacts costing substantially more or less to mitigate than the amount of the fee that would be generated by the use of the fee schedule.

2. *Preparation of independent impact analysis.*

a. The applicant is responsible for preparation of the independent impact analysis if the applicant chooses to conduct the analysis. The Director is responsible for preparation of the independent impact analysis if the proposed impact-generating development is interpreted not to be one of those types listed in the fee schedule or analysis of the proposed impact-generating development indicates that the nature, timing, or location of the proposed land use make it likely to generate impacts costing substantially more or less than the amount of the fee generated by the use of the fee schedule.

b. The person who prepares the independent impact analysis is required to be a qualified professional in the preparation of impact analyses, and is required to be approved by the Director on the basis of professional training and experience. If the Director is responsible for preparation of the independent impact analysis, the Director may request the applicant [to prepare the analysis](#), and credit the cost of the preparation against the impact fee due.

3. *Independent impact analysis standard.* The independent impact analysis is required to be based on the same standards and unit costs for transportation capital improvements used in the transportation impact fee report. The applicant has the burden of demonstrating that the assumptions, unit costs, or other data used in the independent impact analysis are more accurate than those used in the transportation impact fee report and reflected in the fee schedule.

4. *Independent impact analysis procedure.*

a. *Submission of application.* An independent impact analysis may be undertaken through the submission of a form provided by the City or upon the Director's determination that an independent impact analysis is appropriate as described above.

b. *Determination of completeness.* Within 20 days of receipt of an application, the Director is *required* to determine if the application is complete. If it is determined that the application is not complete, a written

statement is required to be sent to the applicant, by mail, specifying the deficiencies. If no deficiencies are specified the Director is required to deem the application complete. The Director may not take further action on the application until it is deemed complete.

c. *Review of application.*

i. Within 30 days of the date the application is determined complete, the Director will render a written decision on (a) whether the transportation impact fee should be modified based on the independent impact analysis, and if so, the amount of the fee due or (b) what fee should be charged based on a proposed use not listed on the fee schedule. If the independent impact analysis fails to satisfy the requirements of this section, the fee established in the fee schedule applies.

ii. If, based on generally-recognized principles of transportation impact analysis, the Director determines that the proposed impact-generating development will create impacts upon capital transportation improvements substantially different than those assumed under the transportation impact fee report and fee schedule or if the proposed use is not listed in the fee schedule, the fee established pursuant to the independent impact analysis is to be imposed.

E. *Non-binding transportation impact fee estimate.* An applicant may request a non-binding estimate of transportation impact fees due for a particular impact-generating development by filing a request on a form provided for that purpose; provided, however, that the estimate may be subject to change when a formal application for a building permit for impact-generating development is made. Non-binding estimates are for the sole benefit of the prospective applicant and neither bind the City nor preclude it from making amendments or revisions to any provisions of this article. No vested rights, legal entitlements, or equitable estoppel accrue by reason of a non-binding estimate. A non-binding fee estimate does not constitute a final decision and may not be appealed pursuant to section 29-377 of this article.

F. *Reimbursements and credits.*

1. *Eligibility for a reimbursement.* The City may reimburse transportation impact fee funds paid by an applicant in exchange for the dedication or construction of capital transportation improvements made necessary by impact-generating development and upon which transportation impact fee funds may be appropriated pursuant to subsection 29-36B. Transportation impact fees may be reimbursed only at or reasonably close to the time the proffered transportation capital improvement is scheduled for construction or completion in the City's capital budget or capital improvements program. Reimbursements are appropriate only where the proffered transportation capital improvement adds capacity made necessary by and to be provided for the reasonable benefit of impact-generating development. The City and an applicant may enter into a development agreement to facilitate the acceptance by the City of proffered capital transportation improvements and reimbursements to the applicant.

2. *Additional provisions.*

a. In order to be eligible for a reimbursement, the applicant must receive approval by the Director pursuant to the provisions of this article, prior to the issuance of a building permit.

b. The City may not reimburse the applicant in an amount exceeding the amount of the transportation impact fee due pursuant to this article.

c. The City may not reimburse the applicant until a proffered land dedication is finalized or the construction project is at least 50 percent complete, as determined by the City. Reimbursement may then occur based on the percent completion of the project.

d. As provided in subsection F.4., below, if an applicant proposes to dedicate or construct a capital transportation improvement valued at an amount greater than the amount of the transportation impact fee due, then the applicant may be reimbursed by future developers for costs incurred over and above those reimbursed by the City.

3. *Calculation of the value of dedication or construction.* The amount of the reimbursement to be paid by the City is to be calculated as follows:

a. *Construction of facilities.* The reimbursement must be equal to the actual cost of construction as evidenced by receipts and other sufficient documentation or the amount of transportation impact fees due pursuant to this ordinance, whichever is less.

b. *Dedication of land.* At the option of the applicant, the reimbursement is to be based on either the assessed value of the proffered land, based on the most recent appraisal by the Flagler County Property Appraiser, or the fair market value of the land as determined by a certified property appraiser hired and paid for by the applicant. If the latter option is chosen and the City rejects the applicant's appraisal, the City may hire and pay for a second appraiser to appraise the property. If either party rejects the second appraisal, a third appraisal may be performed by an appraiser chosen by the first and second appraisers, the costs of which are to be shared equally by the City and the applicant. The third appraisal is binding on both parties. All appraisals must be consistent with generally-accepted appraisal techniques and the date of valuation must be the date of transfer to the City.

4. *Eligibility for credits for excessive dedication or construction.*

a. *Generally.* An applicant may be given a credit against a transportation impact fee upon demonstration that, after the date of this article, a capital transportation facility was dedicated or constructed by a previous applicant with sufficient excess capacity to offset the impacts of the applicant's proposed impact-generating development. In order for a credit to be accepted, the applicant must demonstrate that the dedicated or constructed capital transportation improvement will reduce the overall need for capital transportation improvements and that the applicant has secured from the previous applicant a contractual right to an allocation of capacity equal to the transportation impact fee due pursuant to the fee

schedule. Any approved credit must be consistent with the City's capital budget, capital improvements program, comprehensive plan, and the transportation impact fee report.

b. *Transferability.* Credit for contributions, payments, construction or dedications of a capital transportation improvement may not be applied to impact fees due for a capital facility other than transportation, although credit against a transportation impact fee may be transferred within the same subdivision, site plan, development of regional impact, or planned unit development or an adjacent subdivision, site plan, development of regional impact, or planned unit development in common ownership.

c. *Calculation of credit.* No credit may exceed the total amount of the transportation impact fee imposed in the fee schedule.

G. *Collection.* The Director must collect all transportation impact fees in the amounts set forth in this ordinance prior to the issuance of a certificate of occupancy and must issue a receipt to the applicant for such payment unless:

1. The applicant is not subject to the payment of a transportation impact fee;
2. The applicant has filed an appeal as required by Section 29-37 of this article and has filed a bond or other surety in the amount of the transportation impact fee as calculated by the Director and approved by the City Attorney and Director of Financial Services;
3. The applicant has received a credit as provided in subsection F., above; or
4. An independent impact analysis has been approved as provided in subsection D., above.

Sec. 29-36. - Establishment of a transportation impact fee account; use and appropriation of transportation impact fee funds; and refunds.

A. *Establishment of transportation impact fee account.* The Director of Financial Services is required to establish a designated transportation impact fee account for transportation impact fees. The account must be identified clearly and distinctly as the transportation impact fee account. All transportation impact fee funds collected by the City must be deposited into the transportation impact fee account and all interest earned on monies deposited must be credited to and considered funds of the transportation impact fee account. Transportation impact fee funds must be capable of being accounted for separately from all other City funds. The Director of Financial Services must establish and implement necessary accounting controls to ensure that transportation impact fee funds are properly deposited, accounted for, and appropriated in accordance with this article and other applicable legal requirements.

B. *Use of transportation impact fee funds.*

1. *Generally.* Transportation impact fee funds may be appropriated only for:

- a. Capital transportation improvements, the need for which is created by and the provision of which will reasonably benefit impact-generating development;
- b. The payment of principal, interest, and other financing costs on contracts, bonds, notes, or other obligations issued by or on behalf of the City to finance capital transportation improvements as provided above;
- c. Financing of reimbursements as set forth in subsection 5.E.;
- d. Financing of refunds as set forth in subsection 6.D.;
- e. Financing the costs of updating this ordinance and the transportation impact fee report.

2. *Restrictions on use.* Transportation impact fee funds may not be appropriated for repair or maintenance of capital transportation improvements, or for operational or personnel expenses associated with the provision of capital transportation improvements. Additionally, transportation impact fees must be appropriated within six (6) years of the beginning of the City's fiscal year immediately succeeding the date of collection, unless such time period is extended as provided in subsection 3 below. Transportation impact fee funds must be spent on a first in/first out basis.

3. *Extension of time for appropriation.* Notwithstanding the provisions of subsection 2. above, transportation impact fee funds may be appropriated beyond six (6) years from the beginning of the City's fiscal year immediately succeeding the date of collection, if the appropriation is for a capital transportation improvement that requires more than six (6) years to plan, design, and construct. The City must document compliance with the provisions of this paragraph.

4. *Benefit District.* The extent of current City Limits shall form the boundaries of the transportation impact fee benefit district. All fees collected within the limits of the benefit district shall be expended within the boundaries of the district to ensure that the entities paying the fee receive the benefit from improvements constructed by the fee. The limits of the benefit district shall extend to areas annexed into the City, unless a new benefit district is established by the City for the annexed areas. The need for updated benefit district boundaries shall be evaluated during updates of the transportation impact fee.

5. *New Benefit Districts.* The City may establish new benefit districts for an area within the City where a development agrees to fund and construct significant Capital Transportation Improvements, and the City elects to reimburse the development with future transportation impact fees paid by the owners of other land uses within the development. The City shall have sole discretion regarding establishing the limits of any new benefit district.

C. *Capital improvements program.* Each year, the City will update its five-year capital improvements program to include capital transportation improvements to be funded in full or in part with transportation impact fee funds.

D. Refunds.

1. *Eligibility.*

a. *Expiration or revocation of building permit.* On a form provided by the City, an applicant who has paid a transportation impact fee for an impact-generating development for which construction has not begun, and the necessary building permit has expired or has been revoked, may apply for a refund of impact fees paid.

b. *Failure to make timely appropriation.* On a form provided by the City, a current property owner may apply for a refund of transportation impact fee funds paid by an applicant if the City has failed to appropriate the transportation impact fee funds collected from the applicant within the time limit established in subsection B.2. above.

c. *Abandonment of impact-generating development.* An applicant who has paid an impact fee for an impact-generating development for which a building permit has been issued and pursuant to which construction has been initiated but abandoned prior to issuance of a certificate of occupancy is eligible for a refund if the partially constructed building is demolished.

2. *Administrative fee.* The City may deduct an ~~two hundred dollar (\$200.00)~~ administrative fee equivalent to the cost to process a refund from the total amount of any refund, to defray the administrative expenses associated with processing a refund application.

3. *Processing of refund applications.*

a. *Application made to the Director.* Applications for a refund must be made on a form provided by the Director for such purposes. Upon receipt of a complete application for a refund, the Director must review the application and documentary evidence submitted by the applicant, as well as such other information and evidence as may be deemed relevant, and must make a final decision to approve or deny the proposed refund.

b. *Due to expiration or revocation.* Applications for refunds due to expiration or revocation of a building permit must be made on forms provided by the City and made within sixty (60) days following expiration or revocation of the building permit. Failure to apply for a refund within sixty (60) days following expiration or revocation of the building permit constitutes a waiver of entitlement to a refund. In order for the refund application to be deemed complete, the applicant must submit: (a) evidence that the person applying for the refund was the initial applicant who paid the fee, or the authorized agent of the initial applicant, (b) the amount of the transportation impact fees paid and receipts evidencing such payments, and (c) documentation evidencing the expiration or revocation of the building permit. No interest must be paid by the City in calculating the amount of a refund pursuant to this paragraph.

c. *Due to timeliness.* Applications for refunds, including interest earned, due to the failure of the City to appropriate transportation impact fees collected from the applicant within the time limits established in subsection B.2. above must be made on forms provided by the Director and must be made within one (1) year following the expiration of such time limit. Failure to apply for a refund within one (1) year following expiration of the time limit constitutes a waiver of entitlement to a refund. In order for the

refund application to be deemed complete, the applicant must submit: (a) evidence that the applicant is the current property owner or the authorized agent of the current property owner, (b) the amount of the transportation impact fees paid and receipts evidencing such payments, and (c) a description and documentation of the City's failure to appropriate transportation impact fee funds pursuant to subsection B.2. above.

d. *Due to abandonment.* Applications for refunds due to abandonment of an impact-generating development prior to completion must be on a form provided by the Director and made within sixty (60) days following the date of abandonment. Failure to apply for a refund within sixty (60) days following the date of abandonment constitutes a waiver of entitlement to a refund. The application must include: (a) evidence that the person applying for the refund is the initial applicant who paid the fee, or the authorized agent of the initial applicant, (b) the amount of the transportation impact fees paid and receipts evidencing such payments, and (c) documentation evidencing the demolition of the building partially constructed pursuant to payment of the impact fees to be refunded. No interest must be paid by the City in calculating the amount of the refund pursuant to this paragraph.

Sec. 29-37. – Appeals

* * *

Sec. 29-38. - Annual adjustments; ~~five year phase in~~; ~~six~~five-year update; and impact fee schedule.

A. *Annual adjustments.* ~~The City will increase the transportation impact fees to keep pace with inflation. In August of each year, the City will review the projected rate of inflation for the upcoming calendar year as determined by the most recent FDOT Transportation Cost Report Construction Cost Inflation Factors. If inflation is projected to increase, the City will provide notice of the corresponding increase in the transportation impact fees no later than September 30, in the manner required by law. The impact fee increase will go into effect on January 1st of the following year.~~

~~On October 1, 2005, and each October 1st thereafter, the City of Palm Coast shall adjust all transportation impact fees assessed by the City. Adjustment shall be determined by comparing the U.S. Department of Labor (USDL) Other Non-Residential Construction Index for March of the year of adjustment, to the USDL Other Non-Residential Construction Index for March of the previous year. Alternatively, the City Council may adopt annual adjustments to the Transportation Impact Fee based upon more localized data, including but not limited to, that from the Florida Department of Transportation on roadway construction cost. In such event, the City Council shall adopt this alternative annual adjustment by Resolution. Similarly, the City Council may adopt changes to the Transportation Impact Fee Schedule by Resolution.~~

~~B. *Five year phase in.* On October 1, 2011, and each October 1 thereafter up to five years with the last adjustment being October 1, 2015, the City of Palm Coast shall annually adjust each~~

individual transportation impact fee that is less than the group fee so that the individual fee is equal to the group fee at the end of the five years. This annual adjustment will be in addition to the annual adjustment to the group fee described in subsection 29-38A. Individual fees that are greater than the group fee will be reduced to the group fee amount on October 1, 2011.

B. The annual notice referenced in subsection A is provided as a courtesy. The notice of this code amendment is intended to provide notice of the inflationary adjustments and satisfy the requirement in Fla. Stat. 163.31801 that notice be provided 90 days prior to an increase in an impact fee.

C. ~~Six~~Five-year update. At least once every ~~six~~four years beginning in 2022, the Director, after consultation with appropriate providers of capital transportation improvements, is required to recommend to the City Council whether changes to this ordinance or the fee schedule are necessary, due to changes in facility needs, land use characteristics, cost assumptions, projected growth, and impacts on capital transportation improvements. The update should be completed within five-years from date of adoption of the last fee update, not counting the annual inflation adjustment. The purpose of the ~~six~~five-year update is to ensure that impact generating development does not pay more than its proportionate share for the costs of growth-induced capital transportation improvements.

D. Fee Schedule. The Transportation Impact Fee Schedule is provided in Table X below. For non-residential uses, the fees are illustrated per 1,000 square feet, but calculated on a gross square footage (floor area) basis. All other fees are assessed based on an applicable unit of measure.

E. Additive Fees. The transportation impact fee schedule includes separate fees for pharmacy drive-thru lane(s), bank drive-thru lane(s), restaurant drive-thru lane(s), ATM drive-thru lanes, fueling positions and free standing ATM's. The fees for these uses are additive to any fees assessed for a pharmacy, bank, restaurant, convenience store, or retail uses. For example, a bank would pay per gross square foot based on the applicable fee rate for each bank and/or ATM drive-thru lane. Likewise, a 5,000-square foot convenience store with eight gas pumps would pay a fee per square foot for the convenience market, and a fee per vehicle fueling position (8 pumps x 2 vehicle fueling positions = 16 vehicle fueling positions). The Fee Schedule contains applicable notations for additive fees.

F. Conversions. Several land uses require the calculation of useable acreage or gross floor area that includes unenclosed acreage. For example, a Home Improvement Store would include all areas used for sale, storage or display of goods (includes all outside garden center areas), plus all areas under roof in the calculation of gross floor area. The acreage for a golf course or outdoor commercial recreation use would be the acreage for all structures along with all acreage used to carry out the primary function on the land use. For example, the area for a golf driving range would include the acreage for any buildings, concessions, sale of merchandise, bathrooms, clubhouse or areas devoted to customer service, along with all acreage used for the driving range. The gross acreage would exclude parking areas.

IMPACT FEE SCHEDULE TO BE INSERTED HERE UPON FINAL VERSION

NEED TO CLARIFY USE OF GROSS FLOOR AREA, FLOOR AREA & SQUARE FOOT (FEET)

TABLE 3-1 Transportation Impact Fee Schedule is amended as follows:

Transportation Impact Fee Schedule				
Table 3-1				
Group	ITELUC	Description	Unit of Measure	Fee
Group ITE-LUC				
A		Industrial and Automotive	1,000-sq. ft.	\$3,052.45
	110	General Light Industrial/Utilities		
	130	Industrial Park		
	140	Manufacturing		
	150	Warehouse		
	843	Auto Parts Sales/Tire Store		
	942	Auto Repair or Body Shop		
	944	Gasoline Station		
B		Residential	Dwelling Unit	\$2,686.65
	210	Single Family Detached/Duplex/Mobile Home Individual Lot		
	220	Multifamily/Apartments		
	230	Condominium/Townhouse		
C		Lodging	Room	\$1,577.54
	310	Hotel		
	320	Motel		
D		Schools	Student	\$462.60
	520	Elementary School		
	522	Middle School		
	530	High School		
	540	Junior/Community College		
	550	University		
E		General Office and Retail	1,000-sq. ft.	\$5,781.62
	710	Office		

	720	Medical Office/Clinic		
	770	Business Park		
	814 & 820	Retail/Shopping Center/Specialty Retail (Out-parcels excluded)		
	816	Hardware/Paint		
	817	Nursery (Garden Center)-gross floor area		
	881	Pharmacy/Drugstore with Drive-through Window		
	896	Video Rental Store		
	565	Day Care Center		
F		Large Box	1,000 sq. ft.	\$8,267.12
	813	Discount Superstore, including Electronics, Toys/Childrens Superstore		
	850	Supermarket		
	862	Home Improvement Store		
	492	Raquet Club/Health/Fitness Club/Spa/Dance Studio		
	494	Bowling Alley		
	495	Recreational Community Center		
G		Stand Alone Building (Not incorporated with another Group)	1,000 sq. ft.	\$16,645.30
	851	Convenience Store		
	912	Bank/Savings		
	9231	Restaurant		
		Individual ITE LUC		
		Industry—Other		
	120	General Heavy Industrial	1,000 sq. ft.	\$469.31
		Residential—Other		
	240	Mobile Home Park	Dwelling Unit	\$1,385.11
	251	Senior Adult Housing	Dwelling Unit	\$899.73
		Recreational		
	411	Local Park	Acre	\$266.82
	411	General Recreation	Acre	\$396.90
	412	District Park	Acres	\$569.87
	416	RV Park	RV Space	\$1,082.07
	420	Marina	Berth	\$772.34

	430	Golf Course	Hole	\$8,924.81
	444	Movie Theater with Matinee	Seats	\$80.45
	480	Amusement Park	Acre	\$18,918.28
		Institutional		
	253	Congregate Care Facility (attached)	Dwelling Unit	\$280.23
	560	Church	1,000-sq. ft.	\$2,046.17
	566	Cemetery	Acre	\$1,971.08
	610	Hospital	1,000-sq. ft.	\$4,507.99
	620	Nursing Home	Bed	\$335.22
		Retail		
	812	Building Materials and Lumber	1,000-sq. ft.	\$10,893.20
	841	New/Used Auto Sales	1,000-sq. ft.	\$8,041.18
	890	Furniture Store	1,000-sq. ft.	\$1,104.87
	934	Fast-Food Restaurant with Drive Through	1,000-sq. ft.	\$34,863.88
	937	Quick Lube	Bays	\$5,287.04
	947	Self-Service Car Wash	Bays	\$9,770.89
		General Office—Other		
	714	Corporate Headquarters Building	1,000-sq. ft.	\$2,506.08

Editor's note— Section 6 of Ord. No. 2011-6, adopted May 17, 2011, changed the title of § 29-38 from "Annual adjustments; six-year update" to "Annual adjustments; five-year phase in; six-year update; and impact fee schedule."

SECTION 3. APPLICABILITY. This ordinance shall apply to any Impact-Generating Development for which a building permit application is filed on or after the effective date of this Ordinance.

SECTION 4. SEVERABILITY. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance.

SECTION 5. CODIFICATION. It is the intention of the City Council of the City of Palm Coast, Florida, and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the Code of Ordinance of the City of Palm Coast, Florida; that the Sections of this Ordinance may be renumbered or re-lettered to accomplish such intention; that the word, "Ordinance" may be changed to Section," "Article," or other appropriate word.

SECTION 6. CONFLICTS. All Ordinances or parts of Ordinances in conflict herewith are hereby repealed.

SECTION 7. EFFECTIVE DATE. This Ordinance shall become effective 90 days after adoption of this Ordinance.

Approved on the first reading this ____ day of _____, 2018.

Adopted on the second reading after due public notice and hearing this ____ day of _____, 2018.

CITY OF PALM COAST, FLORIDA

Milissa Holland, Mayor

ATTEST:

Virginia A. Smith, City Clerk

Approved as to form and legality

William E. Reischmann, Jr., Esq.
City Attorney

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The City of Palm Coast Transportation Impact Fee



Technical Report

March 22nd, 2018

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EXECUTIVE SUMMARY

The City of Palm Coast Transportation Impact Fee was last updated in 2004. Subsequent amendments in 2011 were made to consolidate the number of land uses to streamline implementation. In 2006, the Florida Legislature adopted the Impact Fee Act, confirming the ability of local governments to adopt impact fees to fund the addition of new capacity to accommodate the demand from new development and provided guidance on the administration and implementation of impact fees. In 2009, the Florida Legislature made a significant change to the Impact Fee Act by changing the burden of proof from a deference to local governments to a requirement that local governments demonstrate that the fee has been properly developed and meets the dual rational nexus test and demonstrates that the assessed fee is roughly proportional to the impact of a specific land use. This Technical Report provides the basis for the update of the City of Palm Coast Transportation Impact Fee and meets both the dual rational nexus test and the rough proportionality test.

In 2011, the Florida Legislature adopted the Community Planning Act which eliminated State mandated transportation concurrency and made transportation concurrency optional for local governments. In 2013, the Legislature amended the Act to encourage alternative forms of transportation mitigation, including mobility fees. The Act placed several restrictions on how transportation concurrency could be implemented and required impact fee credit for road capacity improvements constructed by new development that provided new capacity more than what was required to meet the travel demand of the new development. Local governments throughout the State have been increasingly electing to repeal transportation concurrency and just require new development to pay either a transportation impact fee or a mobility fee. The City of Palm Coast could elect to repeal transportation concurrency. The City can still require traffic impact analysis to identify the need for site related, operational and safety improvements.

There are several significant changes that have been made to the methodology used to calculate the transportation impact fee. The existing transportation impact fee is considered a “consumption” based fee that makes generalized assumptions on needed improvements and does not make specific findings of the need or type improvements necessary to meet future travel demands. The proposed transportation impact fee is considered an “improvements” based fee that identifies specific road and intersection improvements based on documented need. Improvements driven plans provide a greater level of transparency, compared to consumption based fees, regarding the type of road and intersection improvements. Improvement driven fees allow new development to know what they are paying a fee for and what benefit will derive. Improvement driven impact fees provide a more substantial demonstration that the transportation impact fee meets the dual rational nexus test.

The updated transportation impact fee has been designed to encourage economic development, infill residential, workforce housing and interconnected retail developments. The updated transportation impact fee also reflects the increased impact to the transportation system due to free standing retail uses, outparcels and significant trip generators such as restaurant, bank and pharmacy drive-thru lanes. To encourage residential infill, specific land uses with lower fees have been developed for single family and duplex dwelling units on lots with plats approved before December 30th, 1977. The impact fee schedule also provides lower rates for multifamily housing and single family attached dwellings for the community's workforce and first time home buyers. The number of categories for industrial, office and medical office uses have been consolidated to encourage these types of land uses that often provide employment opportunities. The proposed transportation impact fee also reflects the reduced impact of multi-tenant retail centers that share driveways, internal circulation, parking and stormwater facilities. These centers allow for a greater capture of internal retail trips and provide opportunities for park once environments where multiple stores can be accessed through walking; as opposed to outparcel and free standing retail uses that has less connectivity, more driveways and increases the number of external trips.

The methodology utilized to update the transportation impact fee has resulted in a lower fee for a number of land uses based on several factors. One factor is the decision to focus of intersection improvements as alternatives to roadway widenings. The methodology used to update the transportation impact fee provides for a substantial capacity increase from intersection improvements, at a lower construction cost compared to new roads and wider roads, thus resulting in a lower fee. The methodology utilized also allowed for the integration of a traffic synchronization system which increased the overall road capacity for several roads by 10% at a lower cost than adding an additional travel lane, also helping to lower the fee. The traffic signal synchronization project will improve traffic flow, reduce congestion and increase capacity of major roads throughout the City providing a direct and immediate benefit to new developments.

An additional factor is the recommendation to provide a full credit for all improvements identified in the 2040 River to Sea Transportation Planning Organization (TPO) Long Range Transportation Plan. The City is only legally required to provide a credit for improvements funded in the current Transportation Improvement Program (TIP), which is currently just over \$3 million dollars; compared to the credit provided based on \$100 million dollars of improvements over the 20 plus year horizon of the LRTP. This has resulted in a substantial credit. Unlike a sales tax or gas tax, which are specially authorized over a set period and voted for by the citizens of a community, LRTP funds are not guaranteed and can be changed at any time. The transportation impact fee revenues can be used towards a 10% local match to expedite the improvements identified in the 2040 LRTP that are funded by the Federal Government and the State of Florida.

The final significant factor is the decision to not include the cost for right-of-way (ROW), stormwater management areas, utility relocations or contingencies. The City of Palm Coast is somewhat unique in that large right-of-way have been set aside for roadways. However, there is no guarantee that ROW may not be required or that land will not be needed for stormwater management areas, floodplains or wetlands mitigation. There is also no guarantee that utilities won't have to be relocated or that unforeseen issues such as poor soils or contamination won't occur during construction. At a minimum, the proposed transportation impact fees are roughly 30% lower because the cost of ROW was excluded.

The proposed transportation impact fee schedule includes a comparison of the proposed fee with the existing transportation impact fee. Some of the units of measure have changed from the current fee, such as Private Schools which are currently based on number of students and will now be based on square footage. Other land uses, such as restaurant drive-thru lane, are not included on existing impact fee schedule. Drive-thru lanes have been separated from banks, fast food and pharmacies to reflect the increased traffic for these facilities. Traditional convenience stores have increasingly been replaced by new prototypes that are either larger and provide more prepared foods and drinks or include multiple land uses such as restaurants with drive-thru lanes. Bank footprints are either being integrated into larger office buildings or being replaced with free-standing drive-thru ATM's. As new retail uses try to increase sales per square foot, a greater percentage of outdoor spaces are being used to display, sell and store merchandise. The proposed fee schedule reflects the changing dynamics in the size, operation and configuration of land uses.

The current transportation impact fee has been adjusted for both inflation and to address the 2011 amendment to consolidate land uses. The proposed transportation impact fee is proposed to be adjusted annually for inflation. In July or August of each year, the Florida Department of Transportation (FDOT) prepares inflation forecast as part of its yearly transportation cost updates. The inflation factors will be used to adjust the transportation impact fee rate on or before September 30th of each year. Consistent with State Statute which requires a 90-day period for any rate increase to go into effect, the inflation adjusted rates would become effective January 1st of following year. Thus, the current proposed rates will be adjusted by September 30th, 2018 and the inflation adjusted rates would go into effect on January 1st, 2019.

The update cycle, due to changes in land use and technology, has also been proposed to be reduced from every six years to every five years. Thus, the technical analysis to update the current proposed fee would begin in 2022. The following is the proposed transportation impact fee schedule, along with a comparison to the existing impact fee rate.

Executive Summary Palm Coast Transportation Impact Fee Schedule	Unit of Measure	Proposed Impact Fee	Existing Impact Fee
Residential Use			
Single Family Detached / Mobile Home	Dwelling Unit	\$ 2,981	\$ 3,124.67
Vested Single Family Platted Lot *	Dwelling Unit	\$ 1,632	\$ 3,124.67
Single Family Attached (includes Duplex, Townhomes, Villas, Condominiums)	Dwelling Unit	\$ 2,311	\$ 3,124.67
Vested Duplex Platted Lot *	Dwelling Unit	\$ 1,266	\$ 3,124.67
Multi-Family Apartment	Dwelling Unit	\$ 1,718	\$ 3,124.67
Active Adult & Independent Living (55+) (Attached or Detached Units)	Dwelling Unit	\$ 1,260	\$ 1,046.41
Institutional Use			
Adult Congregate Living Facility	Bed	\$ 796	\$ 389.87
Cemetery	Acre	\$ 2,085	\$ 2,292.42
Day Care	1,000 sq. ft.	\$ 4,863	\$ 5,781.62
Places of Worship	1,000 sq. ft.	\$ 2,155	\$ 2,379.75
Private School (Pre K-12) (Current Impact Fee of \$538.01 per Student)	1,000 sq. ft.	\$ 2,340	n/a
Private College or University (Current Impact of \$538.01 Fee per Student)	1,000 sq. ft.	\$ 3,988	n/a
Industrial Use			
Manufacturing / Warehousing / Production	1,000 sq. ft.	\$ 1,684	\$ 3,550.10
Retail Fulfillment / Distribution	1,000 sq. ft.	\$ 3,240	\$ 3,550.10
Mini-Warehouse / Boat / RVs & Other Outdoor Storage ¹	1,000 sq. ft.	\$ 429	n/a
Entertainment, Recreation & Lodging Use			
Movie Theater / Performing Arts	per Seat	\$ 245	\$ 93.57
Marina (including dry storage)	per Berth	\$ 670	\$ 898.26
Golf Course	per Hole	\$ 8,450	\$10,379.83
Outdoor Commercial Recreation ²	per Acre	\$ 3,982	n/a
Multi-Purpose Commercial Recreation	1,000 sq. ft.	\$ 1,395	\$ 9,614.91
Health Club / Fitness / Gym	1,000 sq. ft.	\$ 8,893	\$ 9,614.91
Recreational Vehicle (RV) Park	per Space	\$ 758	\$ 1,258.49
Hotel / Motel / Lodging	Room / Unit	\$ 1,759	\$ 1,834.73
Community Center / Civic / Gallery / Lodge	1,000 sq. ft.	\$ 3,235	\$ 9,614.91
Office Use			
Office / Office Park / Medical / Clinic / Bank / Financial	1,000 sq. ft.	\$ 3,608	\$ 6,724.20
Retail Use			
Multi-Tenant Retail Center ³	1,000 sq. ft.	\$ 4,266	\$ 6,724.20
Pharmacy (Free Standing)	1,000 sq. ft.	\$ 7,635	\$ 6,724.20
Pharmacy Drive-Thru (fee is in addition to fee per 1,000 sq. ft. for pharmacy)	per lane	\$ 7,547	n/a
General Retail (Free Standing)	1,000 sq. ft.	\$ 6,589	\$ 6,724.20
Furniture / Mattress Store (Free Standing)	1,000 sq. ft.	\$ 1,780	\$ 1,285.00
Supermarket / Grocery Store (Free Standing)	1,000 sq. ft.	\$ 11,169	\$ 9,614.91
Sit Down Restaurant ⁴ (Retail Center, Free Standing or Outparcel)	1,000 sq. ft.	\$ 12,034	\$19,358.98
Fast Food / Fast Casual Restaurant ⁴ (Retail Center, Free Standing or Outparcel)	1,000 sq. ft.	\$ 19,740	\$40,547.73
Restaurant Drive-Thru ⁴ (based on number of lanes at point of ordering)	per lane	\$ 21,889	n/a
Discount Superstore (Free Standing) ¹	1,000 sq. ft.	\$ 14,324	\$ 9,614.91
Home Improvement / Building Materials / Garden Center ¹	1,000 sq. ft.	\$ 8,903	\$ 9,614.91
Nursery (Wholesale or Retail) ²	per Acre	\$ 7,090	\$ 6,724.20
Bank Drive-Thru Lane, Free Standing ATM or ATM Drive-Thru Lane ⁵	per drive thru lane and / or per ATM	\$ 11,674	n/a
Vehicle & Boat - Sales or Dealership	1,000 sq. ft.	\$ 8,725	\$ 9,352.13
Vehicle & Boat - Service / Repair / Parts (current fee under industrial use)	1,000 sq. ft.	\$ 8,810	\$ 3,550.10
Vehicle & Boat - Cleaning / Detailing / Wash (current fee per bay)	1,000 sq. ft.	\$ 13,605	n/a
Convenience Store ⁶	1,000 sq. ft.	\$ 22,637	\$19,358.98
Vehicle Fueling Position ⁶	per Vehicle Fueling Position	\$ 12,673	n/a
Personal Services	1,000 sq. ft.	\$ 3,311	n/a
*Residential lot with final plat approval as of December 30, 1977.			
¹ Acreage for any unenclosed material and vehicle storage, sales and display shall be converted to gross floor area.			
² The gross floor area for any buildings shall be converted to acreage.			
³ Excludes all outparcels. The fee for any outparcel shall be based on the applicable land use. Also excludes any type of drive-thru, vehicle fueling positions or free-standing ATM, which are additive fees in addition to the fee for the multi-tenant retail center.			
⁴ Areas for outdoor seating shall be converted to gross floor area. Any drive-thru associated with a restaurant will be an additive fee to the fee per square foot for the restaurant. The number of drive-thru lanes will be based on the number of lanes present when an individual places an order. The restaurant drive-thru rate applies for any building, whether a multi-tenant, free standing or convenience land use.			
⁵ Bank building square footage falls under office and is an additive fee beyond the fee due for bank/ATM drive-thru lanes or free standing ATM's. These rates are per drive-thru lane for the bank and per drive-thru lane with an ATM. The free standing ATM is for an ATM only and not an ATM within or part of another non-financial building, such as an ATM within a grocery store.			
⁶ Convenience Store rates are separate and an additive fee beyond the fee due for vehicle fueling positions. Rates per vehicle fueling position also apply to gas stations and service stations with fuel pumps. The fee for any restaurant square footage or restaurant drive-thru in a convenience store will be based on the individual fee rate for the land use, not the convenience store rate.			

INTRODUCTION

The Florida Constitution grants local governments broad home rule authority to establish assessments and fees. Special assessments, impact fees, mobility fees, franchise fees, and user fees or service charges are examples of these home rule revenue sources. All impact fees require the adoption of a local implementing ordinance. Payment of road impact fees are one of the primary means through which local governments require new development, and redevelopment or expansion of existing land uses which generates additional impact, to fund a share of the cost of infrastructure needed to accommodate the increase in travel demand from the development.

Impact fees are designed to meet the infrastructure needs to accommodate new growth at a local level. As a result, impact calculations vary from jurisdiction to jurisdiction and from fee to fee. Impact fees also vary extensively depending on local costs, capacity needs, resources, and the local government's determination to charge the full cost of the fee's earmarked purposes. The impact fee is a one-time charge, generally due at the time of building permit approval or certificate of occupancy. A local government may implement either a road impact fee or a mobility fee; but typically, not both, unless the implementing ordinances can clearly demonstrate that they are not charging development twice for the same capacity.

The primary difference between road impact fees and mobility fees are that road impact fees principally pay for the cost associated with adding new roadway capacity while mobility fees pay for the cost associated with adding new multi-modal capacity based on an adopted mobility plan. Road capacity projects are the construction of new roads, the widening of existing roads and the addition or extension of turn lanes at intersections. Typical practice only allows for the expenditure of road impact fees on sidewalks and bike lanes as part of road capacity improvements, not as stand-alone or retrofit improvements.

The last update of the transportation impact fee occurred in 2004. On September 21st, 2004, City Council accepted the findings of an updated technical report by the City's consultant and adopted an updated impact fee schedule. The adopted 2004 Ordinance called for an adjustment to occur October 1st of every subsequent year to account for changes in construction cost. On September 16th, 2008, the City Council voted to delay a proposed increase in the impact fee due to the impact of the nationwide recession. On May 17th, 2011, the City Council adopted a revised impact fee schedule that consolidated the number of impact fee land uses to streamline implementation. Fee rates were consolidated as well into a group rate and for several uses the fee was phased in over a five-year period from 2011 to 2015 until it equaled the group rate.

Road impact fees in Florida may be either "consumption" based fees or "improvement or plan" based fees. A consumption based fee is based on how much general road capacity a development is projected to consume and generalized cost estimates. The current Palm Coast Road Impact Fee is a "consumption" based fee. The update of the Palm Coast Transportation Impact Fee will be an "improvement" based fee. The improvements are based upon an evaluation of the Central Florida Regional Planning (CFRPM) Model and the identification of needed road and intersection improvements between 2017 and 2040 to accommodate the travel demand from new development. The identified improvements also including funding for the synchronization of traffic signals on key corridors. The updated Transportation Impact Fee methodology is based upon the need for increases in Vehicle Miles of Capacity (VMC) to meet the Vehicles Miles of Travel (VMT) demand from new development.

The City transportation impact fee, like any local government imposing an impact fee, is required based on case law to meet the two prongs of the "dual rational test" which are:

"Needs Prong:" That a rational nexus exists between an increase in demand from new development and the need for improvements, and

"Benefits Prong:" That a rational nexus exists between the payment of fees by new development and the benefit that new development receives from the expenditure of those fees.

In addition to the “dual rational nexus test”, the U.S. Supreme Court in *Dolan v. Tigard* also established a “rough proportionality” test to address the relationship between the amount of a fee imposed on a new development and the impact of the new development. The “rough proportionality” test requires that there be a reasonable relationship between the impact fee and the impact of new development based upon the applicable unit of measure for residential and non-residential uses and that the variables used to calculate a fee are reasonably assignable and attributable to the impact of each new development.

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CONCURRENCY

The State of Florida passed the Growth Management Act of 1985 that required all local governments in Florida to adopt Comprehensive Plans to guide future development. The Act mandated that adequate public facilities must be provided “concurrent” with the impacts of new development. State mandated “concurrency” was adopted to ensure the health, safety and general welfare of the public. The introduction of transportation concurrency focused on accommodating the impact of new development primarily by adding roadway capacity via new and wider roadways. This resulted in an unintended consequence of driving development away from urban areas, where capacity was unavailable or cost prohibitive to provide, to suburban and rural areas where capacity was available or cheaper to construct.

In the late 90’s, as the negative impacts of transportation concurrency became more apparent, the Legislature adopted statutes to provide urban areas with alternative means to address the impact of new development with the introduction of Transportation Concurrency Exception Areas (TCEA) whereby local governments could identify alternative solutions to provide Mobility. In the mid 2000’s, Florida experienced phenomenal growth that strained local governments ability to provide the necessary infrastructure. Many communities across the State started to deny developments or require substantial transportation improvements to meet concurrency. Between 2005 and 2009 the Florida Legislature enacted several laws related to proportionate share that allowed new development to mitigate its share of roadway capacity improvements and prohibited local governments from charging new development for over capacity “backlogged” roadways.

In 2009, the Legislature declared Dense Urban Land Areas (DULA), communities with a population greater than 1,000 persons per square mile, as TCEA’s and it also introduced the ideas of Mobility Fees as an alternative to concurrency, proportionate share and road impact fees. The Legislature during the 2011 session repealed state mandated transportation concurrency and enacted further restrictions on local governments to implement transportation concurrency, calculate proportionate share and address over capacity roadways.

House Bill 319, passed by the Florida Legislature in 2013, established Mobility Plans and associated Mobility Fees as a principle means by which local governments may allow development consistent with an adopted Comprehensive Plan to equitably mitigate its transportation impact. The Legislature further clarified that local governments have the option to continue to implement transportation concurrency, so long as the transportation concurrency system is consistent with Florida Statute 163.3180 (5) (h), which states:

1. Local governments that continue to implement a transportation concurrency system, whether in the form adopted into the comprehensive plan before the effective date of the Community Planning Act, chapter 2011-139, Laws of Florida, or as subsequently modified, must:

- a. Consult with the Department of Transportation when proposed plan amendments affect facilities on the strategic intermodal system.*
- b. Exempt public transit facilities from concurrency. For the purposes of this sub-subparagraph, public transit facilities include transit stations and terminals; transit station parking; park-and-ride lots; intermodal public transit connection or transfer facilities; fixed bus, guideway, and rail stations; and airport passenger terminals and concourses, air cargo facilities, and hangars for the assembly, manufacture, maintenance, or storage of aircraft. As used in this sub-subparagraph, the terms “terminals” and “transit facilities” do not include seaports or commercial or residential development constructed in conjunction with a public transit facility.*
- c. Allow an applicant for a development-of-regional-impact development order, development agreement, rezoning, or other land use development permit to satisfy the transportation concurrency requirements of the local comprehensive plan, the local government’s concurrency management system, and s. 380.06, when applicable, if:
 - (I) The applicant in good faith offers to enter into a binding agreement to pay for or construct its proportionate share of required improvements in a manner consistent with this subsection.*
 - (II) The proportionate-share contribution or construction is sufficient to accomplish one or more mobility improvements that will benefit a regionally significant transportation facility. A local government may accept contributions from multiple applicants for a planned improvement if it maintains contributions in a separate account designated for that purpose.**

e. The applicant shall receive a credit on a dollar-for-dollar basis for impact fees, mobility fees, and other transportation concurrency mitigation requirements paid or payable in the future for the project. The credit shall be reduced up to 20 percent by the percentage share that the project's traffic represents of the added capacity of the selected improvement, or by the amount specified by local ordinance, whichever yields the greater credit (emphasis added).

3. *This subsection does not require a local government to approve a development that, for reasons other than transportation impacts, is not qualified for approval pursuant to the applicable local comprehensive plan and land development regulations.*
4. *As used in this subsection, the term "transportation deficiency" means a facility or facilities on which the adopted level-of-service standard is exceeded by the existing, committed, and vested trips, plus additional projected background trips from any source other than the development project under review, and trips that are forecast by established traffic standards, including traffic modeling, consistent with the University of Florida's Bureau of Economic and Business Research medium population projections. Additional projected background trips are to be coincident with the particular stage or phase of development under review.*

While the Legislature still allows local governments to implement transportation concurrency, due to the requirements for proportionate share, the exclusion of backlogged facilities, and the requirement that impact fee credit be granted, many local governments are electing to replace concurrency with either a mobility fee or an impact fee. The Statutory requirement that a dollar for dollar impact fee credit be provided for any proportionate share contribution has largely made transportation concurrency a paper exercise for local governments that already have an impact fee or mobility fee.

Prior to the making concurrency optional in 2011, Statute allowed local governments to time or deny development due to a lack of transportation capacity. After 2011, any local government that continues to implement transportation concurrency must allow a development to pay its proportionate share impact and be allowed to develop, so long as the development is otherwise consistent with the local government comprehensive plan. What several local governments have begun to do is to evaluate transportation concurrency for developments seeking a comprehensive plan amendment. Since a comprehensive plan amendment is a legislative decision by elected officials, transportation concurrency and the availability of capacity can still be considered in the review of comprehensive plan amendments and requirements placed on

development as a condition of approval of a comprehensive plan amendment. Once a development is consistent with the comprehensive plan and has its land use in place, transportation concurrency cannot be used to time, condition or deny a development due to a lack of road capacity or future road deficiencies.

The City of Palm Coast has the option to eliminate transportation concurrency. The City also has the option to implement transportation concurrency for comprehensive plan amendments and to either allow for: (1) a pay and go system for development to meet transportation concurrency, or (2) to allow development to pay its transportation impact fee and eliminate any concurrency requirements not associated with a comprehensive plan amendment. If the City elects to keep transportation concurrency, it is required to be consistent with Florida Statute 163.3180.

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LEGAL

In 2006, the Legislature adopted the “Impact Fee Act” to provide general criteria that local governments who adopted an impact fee are required to meet. Unlike many States throughout the U.S. that have adopted enabling legislation, the Florida Legislature deferred largely to the significant case law that has been developed in both Florida and throughout the U.S. to provide guidance to local governments. By the time the “Impact Fee Act” was adopted, many local governments had already developed impact fees through their broad home rule powers.

In 2009, the Legislature made several changes to the “Impact Fee Act”, the most significant of which was placing the burden of proof on local governments, through a preponderance of the evidence, that the imposition of the Fee meets legal precedent and the requirements of Florida Statute 163.31801. Prior to the 2009 amendment, Courts generally deferred to local governments as to the validity of an imposed impact fee and placed the burden of proof, that an imposed impact fee was invalid or unconstitutional, on the plaintiff. There has yet to be a legal challenge to impact fees in Florida since the 2009 legislation, due in large part to the great recession and the fact that many local governments either reduced impact fees or placed a moratorium on impact fees between 2009 and 2015. Starting in 2013, locally governments slowly started to remove moratoriums and reinstate previously reduced rates.

In 2015, as development started to pick up and the effects of the great recession wore off, local governments throughout Florida began to update their impact fees and a number have begun to adopt Mobility Fees, based on an adopted Mobility Plan, as a replacement of road impact fees, proportionate share and concurrency. One of the biggest issues facing local governments in Florida at this moment, is that due to the great recession, many impact fee ordinances have not been updated since before 2007, with some having last been updated in the 90’s. In addition, any impact fee adopted and last updated before 2006 will not even reference the “Impact Fee Act” in Florida Statute 163.31801 which reads:

- “(1) This section may be cited as the “Florida Impact Fee Act.”*
- (2) The Legislature finds that impact fees are an important source of revenue for a local government to use in funding the infrastructure necessitated by new growth. The Legislature further finds that impact fees are an outgrowth of the home rule power of a local government to provide certain services within its jurisdiction. Due to the growth of impact fee collections and local governments’ reliance on impact fees, it is the intent of the Legislature to ensure that, when a county or municipality adopts an impact fee by ordinance or a special district adopts an impact fee by resolution, the governing authority complies with this section.*
- (3) An impact fee adopted by ordinance of a county or municipality or by resolution of a special district must, at minimum:*
- (a) Require that the calculation of the impact fee be based on the most recent and localized data.*
 - (b) Provide for accounting and reporting of impact fee collections and expenditures. If a local governmental entity imposes an impact fee to address its infrastructure needs, the entity shall account for the revenues and expenditures of such impact fee in a separate accounting fund.*
 - (c) Limit administrative charges for the collection of impact fees to actual costs.*
 - (d) Require that notice be provided no less than 90 days before the effective date of an ordinance or resolution imposing a new or increased impact fee. A county or municipality is not required to wait 90 days to decrease, suspend, or eliminate an impact fee.*
- (4) Audits of financial statements of local governmental entities and district school boards which are performed by a certified public accountant pursuant to s. 218.39 and submitted to the Auditor General must include an affidavit signed by the chief financial officer of the local governmental entity or district school board stating that the local governmental entity or district school board has complied with this section.*
- (5) In any action challenging an impact fee, the government has the burden of proving by a preponderance of the evidence that the imposition or amount of the fee meets the requirements of state legal precedent or this section. The court may not use a deferential standard.”*

The first time the Courts recognized the authority of a municipality to impose “impact fees” in Florida occurred in 1975 In the case of City of Dunedin v. Contractors and Builders Association of Pinellas County, 312 So.2d 763 (2 D.C.A. Fla., 1975), where the court held: “that the so-called “impact fee” did not constitute “taxes” but was a charge for using the utility services under Ch. 180, F. S.”

The Court set forth the following criteria to validate the establishment of an impact fee: *"...where the growth patterns are such that an existing water or sewer system will have to be expanded in the near future, a municipality may properly charge for the privilege of connecting to the system a fee which is in excess of the physical cost of connection, if this fee does not exceed a proportionate part of the amount reasonably necessary to finance the expansion and is earmarked for that purpose."* 312 So.2d 763, 766, (1975).

The case was appealed to the Florida Supreme Court and a decision rendered in the case of Contractors and Builders Association of Pinellas County v. City of Dunedin 329 So.2d 314 (Fla. 1976), in which the Second District Court's decision was reversed. The Court held that "impact fees" did not constitute a tax; that they were user charges analogous to fees collected by privately owned utilities for services rendered. However, the Court reversed the decision, based on the finding that the City did not create a separate fund where impact fees collected would be deposited and earmarked for the specific purpose for which they were collected, finding:

"The failure to include necessary restrictions on the use of the fund is bound to result in confusion, at best. City personnel may come and go before the fund is exhausted, yet there is nothing in writing to guide their use of these moneys, although certain uses, even within the water and sewer systems, would undercut the legal basis for the fund's existence. There is no justification for such casual handling of public moneys, and we therefore hold that the ordinance is defective for failure to spell out necessary restrictions on the use of fees it authorizes to be collected. Nothing we decide, however prevents Dunedin from adopting another sewer connection charge ordinance, incorporating appropriate restrictions on use of the revenues it produces. Dunedin is at liberty, moreover, to adopt an ordinance restricting the use of moneys already collected. We pretermit any discussion of refunds for that reason." 329 So.2d 314 321, 322 (Fla. 1976)

The case tied impact fees directly to growth and recognized the authority of a local government to impose fees to provide capacity to accommodate new growth and basing the fee on a proportionate share of the cost of the needed capacity. The ruling also established the need for local government to create a separate account to deposit impact fee collections to help ensure those funds are expended on infrastructure capacity.

The Utah Supreme Court had ruled on several cases related to the imposition of impact fees by local governments before hearing *Banberry v. South Jordan*. In the case, the Court held that: “the fair contribution of the fee-paying party should not exceed the expense thereof met by others. To comply with this standard a municipal fee related to service like water and sewer must not require newly developed properties to bear more than their equitable share of the capital costs in relation to the benefits conferred”. (*Banberry Development Corporation v. South Jordan City*, 631 P. 2d 899 (Utah 1981). To provide further guidance for the imposition of impact fees, the court articulated seven factors which must be considered (*Banberry Development Corporation v. South Jordan City*, 631 P. 2d 904 (Utah 1981):

- (1) *the cost of existing capital facilities;*
- (2) *the manner of financing existing capital facilities (such as user charges, special assessments, bonded indebtedness, general taxes or federal grants);*
- (3) *the relative extent to which the newly developed properties and the other properties in the municipality have already contributed to the cost of existing capital facilities (by such means as user charges, special assessments, or payment from the proceeds of general taxes);*
- (4) *the relative extent to which the newly developed properties in the municipality will contribute to the cost of existing capital facilities in the future;*
- (5) *the extent to which the newly developed properties are entitled to a credit because the municipality is requiring their developers or owners (by contractual arrangement or otherwise) to provide common facilities (inside or outside the proposed development) that have been provided by the municipality and financed through general taxation or other means (apart from user fees) in other parts of the municipality;*
- (6) *extraordinary costs, if any, in servicing the newly developed properties; and*
- (7) *the time-price differential inherent in fair comparisons of amounts paid at different times.”*

The Court rulings in Florida, Utah and elsewhere in the U.S. during the 1970's and early 1980's led to the first use of what ultimately become known as the "dual rational nexus test" in *Hollywood, Inc. v. Broward County*; which involved a Broward County ordinance that required a developer to dedicated land or pay a fee for the County park system. The Fourth District Court of Appeal found to establish a reasonable requirement for dedication of land or payment of an impact fee that: "... the local government must demonstrate a reasonable connection, or rational nexus between the need for additional capital facilities and the growth of the population generated by the subdivision. In addition, the government must show a reasonable connection, or rational nexus, between the expenditures of the funds collected and the benefits accruing to the subdivision. In order to satisfy this latter requirement, the ordinance must specifically earmark the funds collected for the use in acquiring capital facilities to benefit new residents." (*Hollywood, Inc. v. Broward County*, 431 So. 2d 606 (Fla. 4th DCA), rev. denied, 440 So. 2d 352 (Fla. 1983).

In 1987, the 1st of two major cases were heard before the Supreme Court that have come to define what is now commonly referred to as the "dual rational nexus test". The 1st case was *Nollan v. California Coastal Commission* which involved the Commission requiring the Nollan family to dedicated a public access easement to the beach in exchange for permitting the replacement of a bungalow with a larger home which the Commission held would block the public's view of the beach. Justice Scalia delivered the decision of the Court: "The lack of nexus between the condition and the original purpose of the building restriction converts that purpose to something other than what it was...Unless the permit condition serves the same governmental purpose as the development ban, the building restriction is not a valid regulation of land use but an out-and-out plan of extortion (*Nollan v. California Coastal Commission*, 483 U. S. 825 (1987)". The Court found that there must be an essential nexus between an exaction and the government's legitimate interest being advanced by that exaction (*Nollan v. California Coastal Commission*, 483 U. S. 836, 837 (1987).

The 2nd case, Dolan v. Tigard, heard by the Supreme Court in 1994 solidified the elements of the “dual rational nexus test”. The Petitioner Dolan, owner and operator of a Plumbing & Electrical Supply store in the City of Tigard, Oregon, applied for a permit to expand the store and pave the parking lot of her store. The City Planning Commission granted conditional approval, dependent on the property owner dedicating land to a public greenway along an adjacent creek, and developing a pedestrian and bicycle pathway to relieve traffic congestion. The decision was affirmed by the Oregon State Land Use Board of Appeal and the Oregon Supreme Court. The U.S. Supreme Court over turned the ruling of the Oregon Supreme Court and held:

“Under the well-settled doctrine of “unconstitutional conditions,” the government may not require a person to give up a constitutional right in exchange for a discretionary benefit conferred by the government where the property sought has little or no relationship to the benefit. In evaluating Dolan’s claim, it must be determined whether an “essential nexus” exists between a legitimate state interest and the permit condition. Nollan v. California Coastal Commission, 483 U. S. 825, 837. If one does, then it must be decided whether the degree of the exactions demanded by the permit conditions bears the required relationship to the projected impact of the proposed development.” Dolan v. City of Tigard, 512 U.S. 383, 386 (1994)

The U.S. Supreme Court in addition to upholding the “essential nexus” requirement from Nollan also introduced the “rough proportionality” test and held that: *“In deciding the second question—whether the city’s findings are constitutionally sufficient to justify the conditions imposed on Dolan’s permit—the necessary connection required by the Fifth Amendment is “rough proportionality.” No precise mathematical calculation is required, but the city must make some sort of individualized determination that the required dedication is related both in nature and extent to the proposed development’s impact. This is essentially the “reasonable relationship” test adopted by the majority of the state courts. Dolan v. City of Tigard, 512 U.S. 388, 391 (1994)”*

The U.S. Supreme Court recently affirmed, through Koontz vs. St. Johns Water Management District, that the “dual rational nexus” test equally applies to monetary exactions in the same manner as a governmental regulation requiring the dedication of land. Justice Alito described:

“Our decisions in Nollan v. California Coastal Commission, 483 U. S. 825 (1987), and Dolan v. City of Tigard, 512 U. S. 374 (1994), provide important protection against the misuse of the power of land-use regulation. In those cases, we held that a unit of government may not condition the approval of a land-use permit on the owner’s relinquishment of a portion of his property unless there is a “nexus” and “rough proportionality” between the government’s demand and the effects of the proposed land use. In this case, the St. Johns River Water Management District (District) believes that it circumvented Nollan and Dolan because of the way in which it structured its handling of a permit application submitted by Coy Koontz, Sr., whose estate is represented in this Court by Coy Koontz, Jr. The District did not approve his application on the condition that he surrender an interest in his land. Instead, the District, after suggesting that he could obtain approval by signing over such an interest, denied his application because he refused to yield.” Koontz v. St. Johns River Water Management District 1333 S. Ct. 2586 (2013).

Justice Alito responded to the Districts and Florida Supreme Court findings that monetary exactions are not the same as a property dedications:

“That carving out a different rule for monetary exactions would make no sense. Monetary exactions—particularly, fees imposed “in lieu” of real property dedications—are “commonplace” and are “functionally equivalent to other types of land use exactions.” To subject monetary exactions to lesser, or no, protection would make it “very easy for land-use permitting officials to evade the limitations of Nollan and Dolan.” Furthermore, such a rule would effectively render Nollan and Dolan dead letters “because the government need only provide a permit applicant with one alternative that satisfies the nexus and rough proportionality standard, a permitting authority wishing to exact an easement could simply give the owner a choice of either surrendering an easement or making a payment equal to the easement’s value.” Koontz v. St. Johns River Water Management District 1333 S. Ct. 2599 (2013).

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IMPACT FEE BENEFIT DISTRICT

An impact fee benefit district is an area within which impact fees collected are earmarked for expenditure. The entire City of Palm Coast is envisioned as a single impact fee benefit district given road and intersection improvements are distributed through-out the City and the high likelihood that over the course of normal daily traffic patterns, significant portions of the transportation system are utilized to accommodate travel demand from new development. Impact fees collected anywhere within the City can be spent on the needed road and intersection improvements that add capacity through-out the City.

Establishing the City boundary as a single Impact Fee benefit district allows for the streamlined incorporation of annexed areas into the City. The single benefit district ensures the second prong of the dual rational nexus test is met by clearly defining where funds are collected and where they are expended and that the land uses within the City that pay the Fee are provided the benefit of capacity from the road and intersection improvements to be funded within the District.

The current impact fee features a single Citywide benefit district. The updated transportation impact fee continues with a single Citywide benefit district. The City will be required to continue to account for all impact fee collections and expenditures in a separate fund established specifically for impact fees.

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GROWTH IN THE CITY OF PALM COAST

The first prong of the dual rational nexus for an Impact Fee is to demonstrate that there is a need for future transportation improvements to accommodate the travel demand from future growth. An evaluation of the projected population and employment for the City of Palm Coast, based upon data from the Central Florida Regional Planning (CFRPM) Model, demonstrates that there is projected to be a significant increase in both population and employment (**Table 1**). The population in Palm Coast is projected to increase by 47,268 between 2015 and 2040. The employment in Palm Coast is projected to grow from 16,288 in 2015 to 35,244 in 2040, an increase of 18,956 employees.

TABLE 1. PROJECTED GROWTH

Year	Population	Employment
2015	78,073	16,288
2040	125,341	35,244
Increase	47,268	18,956

Source: Traffic Analysis Zone (TAZ) data from the 2040 Long Range Transportation Plan and Central Florida Regional Planning Model (CFRPM).

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EXISTING TRAVEL CHARACTERISTICS

One of the steps in development of an impact fee is the evaluation of the travel characteristics on the major road system in the City of Palm Coast. The major road system consists of all State, County and City functionally classified collector and arterial roads within the City. Travel on Interstate 95 is excluded from impact fee calculations due to the regional nature of the facility and the fact that gas tax funding from the federal government is used to fund maintenance and improvements. The data for the major road system is used to evaluate existing traffic conditions, establish a funding credit and develop an Interstate Adjustment Factor. The Traffic Data Report, based on information obtained by the City, includes the length of the roads, the functional classification, daily traffic, number of lanes, and the capacity for each road on the major road system (**Appendix A**). The capacity for each road was established using the Florida Department of Transportation (FDOT) Generalized Service Volume Tables (**Appendix B**). The traffic count data representing the most recent data available was collected in 2013 and utilizing growth factors provided by the City, was projected to 2017 traffic. The calculation of vehicle miles of travel (VMT) for the major road system is accomplished through multiplying the length of a road segment by the daily traffic on the roadway. **Table 2** illustrates the VMT on the major road system in the City.

TABLE 2. EXISTING TRAVEL ON MAJOR ROAD SYSTEM

Roadway Category	Miles	Daily Vehicle Miles of Travel (VMT)
Collector	40.59	179,783
Arterial	95.23	894,391
Total Major Road System	135.82	1,074,174
Interstate	18.7	1,036,304
Total	154.52	2,110,478

Source: Functional classification, total miles and daily VMT based on Traffic Data Report in Appendix A.

Backlog Evaluation

Case law and State Statute prohibit local governments from charging new development for over capacity or “backlogged” roadways. To evaluate the capacity of the major road system to ensure that new development is not being charged for existing deficiencies, a system-wide capacity analysis has been conducted. The analysis is achieved by dividing the system-wide capacity (VMC) by the system-wide demand (VMT). As shown in **Table 3**, the major road system currently provides adequate units of capacity (VMC) for every unit of travel demand (VMT). This represents the current system-wide level of service. A VMC/VMT ratio less than 1.00 indicates that there are system deficiencies. Based on the analysis illustrated in **Table 3**, the system wide VMC/VMT ratio is 2.4. Thus, there are no backlogged facilities on a system-wide basis for which new development would be assessed. New development will only be assessed its share of the cost to provide new capacity.

TABLE 3. EXISTING MAJOR ROADS CAPACITY/DEMAND RATIO

Functional Classification	Existing Vehicle Miles of Capacity (VMC)	Existing Vehicle Miles of Travel (VMT)	VMC / VMT Ratio
Collector	939,232	179,783	5.22
Arterial	2,393,628	894,391	2.68
Interstate	1,739,100	1,036,304	1.68
Total	5,071,960	2,110,478	2.40

Source: Data based on Traffic Data Report in Appendix A. VMC derived by multiplying road capacity by length of road. VMT derived by multiplying AADT by length of road. Decimal numbers rounded to the nearest 100th.

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IMPROVEMENTS

The impact fee update is an improvement-based fee based upon the provision of adequate units of capacity (VMC) for every unit of travel demand (VMT) from new development. The needed capacity improvements are based on projected 2040 roadway traffic volumes from the River to Sea Transportation Planning Organization's (TPO) Long Range Transportation Plan Model. The Model was developed for the 2040 Long Range Transportation Plan (LRTP). Detailed projected employment and population data through the year 2040 were input into this comprehensive, transportation-forecasting model by the TPO to evaluate the future transportation needs of the Volusia County/Flagler County metropolitan planning area. The employment and population data were provided by the cities and counties within the TPO. Roadway model volumes were taken from the 2040 model run to determine roadway capacity deficiencies in the year 2040 which formed the basis for recommended transportation improvements.

The LRTP model utilizes the Central Florida Regional Planning Model (CFRPM), which is maintained by FDOT District Five and was recently validated to Year 2015 conditions. The model's projected daily travel demand is used in the development of the year 2040 Long Range Transportation Plans for area Metropolitan Planning Organizations (MPOs) and Transportation Planning Organizations (TPOs) within FDOT District Five. The model includes the following nine counties within District Five: Brevard, Flagler, Lake, Marion, Orange, Osceola, Seminole, Sumter, and Volusia Counties.

Network deficiencies in the horizon year (2040) are forecast through simulation of an Existing Plus + Committed (E+C) network. The E+C scenario includes the existing network augmented by financially committed improvements (those fully funded in the Five-Year Work Program). The E+C model represents a minimum investment scenario that, when simulated against 2040 demand, highlights network deficiencies that require improvements (**Appendix C**).

Table 4 identifies the needed road improvements based on the modeling analysis. The table includes the road to be improved, the limits of the improvements, the existing number of lanes and the proposed road improvement.

TABLE 4. ROAD IMPROVEMENTS

Roadway	From	To	Existing Lanes	Future Lanes
Belle Terre Parkway	Pine Lakes Parkway	Palm Coast Pkwy (EB)	Four	Six
Bulldog Drive	SR 100	Central Avenue	Two	Four
Matanzas Woods Pkwy	US 1	SB I-95 Ramps	Two	Four
Old Kings Road	Town Center Boulevard	Forest Grove Drive	Two	Four
Royal Palms Parkway	Town Center Boulevard	US 1	Two	Four
SR 100	Belle Terre Pkwy	Old Kings Rd	Four	Six
Town Center Boulevard	Central Avenue	Royal Palms Pkwy	Two	Four
US 1	White View Pkwy Espanola Rd	Royal Palms Pkwy Royal Palms Pkwy	Four	Six

Intersection improvements have been identified for roads throughout the City (**Appendix D**). In addition, a traffic signal synchronization system for major corridors has also been included as an improvement incorporated into the impact fee. In some instances, the intersection improvements have been identified as the most context sensitive and effective improvement versus widening a roadway.

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CAPACITY

The FDOT Generalized Service Volumes were utilized to establish capacities for evaluating system deficiencies and for calculating the increase in Vehicle Miles of Capacity (VMC) for both roads and intersections. Two variables are utilized in the determination of service volume capacity: facility classification and number of lanes. Class I road facilities are those roads with a speed limit of 40 MPH or greater. Class II road facilities are those roads with a speed limit of 35 MPH or less. Uninterrupted highways are those facilities with signals that are spaced more than three miles apart. The number of lanes in the City of Palm Coast are either two, four or six lane facilities. A LOS standard of “D” was utilized for all major roads and intersections. **Table 5** illustrates the capacities utilized in development of the impact fee.

TABLE 5. DAILY VEHICLE CAPACITIES

Lane Type & Number	Total Capacity	Capacity per Lane
Class I – 2-Lane Undivided	17,700	8,850
Class I - 4-Lane Divided	39,800	9,950
Class I - 6-Lane Divided	59,900	9,983
Class II - 2-Lane Undivided	14,800	7,400
Class II - 4-Lane Divided	32,400	8,100
Highway - 2-Lane Undivided	24,200	12,100

Source: Florida Department of Transportation 2013 Quality/Level of Service (LOS) Handbook, Generalized Annual Average Daily Volumes for Florida's Urbanized Areas, Appendix B. Capacities for left and right turn lanes at intersections are based upon 5% of the per lane capacity per the FDOT Generalized Tables. The road and intersection standard used is LOS D. For one-way roads, the capacity is determined by multiplying the corresponding two-directional capacities by .6

The FDOT Generalized Tables provides for an increase in capacity of 5% where a right turn lane is added. The Generalized Tables assumes that left turn lanes are provided where needed to derive the service volume capacity for two lane undivided roads and typically only provides a capacity increase where a two-lane undivided road is converted to a divided road. There are capacity reductions on multilane undivided road where left turn lanes are not present. While not included on the Generalized Tables, a 5% capacity increase has also been provided where left

turn lanes are proposed to be added to a road. The capacity for intersections is based upon the facility classification of the road, the number of lanes and the service volume capacities. The capacity for roadways was divided by the number of lanes to derive a lane capacity. The lane capacity was multiplied by 5% to determine the additional capacity added from the intersection improvement. The calculated capacity added for each intersection improvement is illustrated in **Appendix D**.

The existing and future capacity for the road improvements identified in **Table 4** are based on the vehicle capacities in **Table 5**. **Table 6** illustrates the existing road capacity and the road capacity after improvements. The capacity of several roads has been increased by 10% to reflect the funding of a traffic signal synchronization system included in the list of impact fee improvements. The 10% increase is based on discussions with FDOT on capacity increases due to signal synchronization.

TABLE 6. ROAD CAPACITY INCREASE

Roadway	From	To	Existing Capacity	Future Capacity
Belle Terre Parkway	Pine Lakes Parkway	Palm Coast Pkwy (EB)	39,800	59,900
Bulldog Drive	SR 100	Central Avenue	14,800	32,400
Matanzas Woods Pkwy	US 1	SB I-95 Ramps	17,700	43,780 ¹
Old Kings Road	Town Center Boulevard	Forest Grove Drive	24,400	43,780 ¹
Royal Palms Parkway	Town Center Boulevard	US 1	17,700	39,800
SR 100	Belle Terre Pkwy	Old Kings Rd	39,800	65,890 ¹
Town Center Boulevard	Central Avenue	Royal Palms Pkwy	24,400	39,800
US 1	White View Pkwy Espanola Rd	Royal Palms Pkwy Royal Palms Pkwy	39,800	65,890 ¹

Source: Capacity based on Table 5. ¹The daily capacity increased by 10% to reflect the funding of a synchronized traffic signals on these corridors.

IMPACT FEE METHODOLOGY

The impact fee update is an improvement-based fee based upon the units of Vehicle Miles of Capacity (VMC) provided from needed road and intersection capacity improvements to accommodate the per unit Vehicle Miles of Travel (VMT) demand of new development. The impact fee for an individual land use is calculated based on the per unit VMC cost of needed roadway and intersection improvements, the per unit VMT credit for reasonably anticipated funding of improvements and the per unit VMT demand of new development. The first component of developing the impact fee is the calculation of a per unit VMC rate. The second component is the calculation of a per unit VMT credit for funding reasonably anticipated to be available. The third component is the calculation of a per unit VMT demand per each land use in the impact fee schedule based upon trip generation, the percent of new trips and the average trip length for each land use. The preceding sections in this Report document the methodologies and results utilized to develop the Impact Fee Schedule.

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GROSS VEHICLE MILES OF CAPACITY (VMC) RATE

The calculation of a gross per Vehicle Mile of Capacity (VMC) rate is utilized to determine a per unit cost of providing new vehicular capacity. The gross per unit VMC rate is adjusted for per unit VMT funding credit and the net per unit VMC rate is multiplied by the per unit Vehicle Miles of Travel (VMT) for each land use to determine the impact fee per the applicable unit of measure. **Figure 1** illustrates the formulas and steps utilized to calculate a gross VMC rate.



The 1st step in the calculation of a gross VMC rate is to determine the existing VMC for the roads proposed to be widened. The 2nd in the calculation of a gross VMC rate is to determine the existing VMC for the proposed road improvements. To calculate VMC, the service volume capacities from **Table 6** were multiplied by the length of each road segment shown in **Table 7**. The VMC for existing conditions and the VMC with proposed improvements is shown in **Table 7**.

TABLE 7. VEHICLE MILES OF CAPACITY INCREASE

Roadway	From	To	Length	Current VMC	Future VMC
Belle Terre Parkway	Pine Lakes Parkway	Palm Coast Pkwy (EB)	.95	24,560	42,330
Bulldog Drive	SR 100	Central Avenue	.53	35,577	79,998
Matanzas Woods Pkwy	US 1	SB I-95 Ramps	2.01	86,376	154,982
Old Kings Road	Town Center Boulevard	Forest Grove Drive	7.72	188,368	337,982
Royal Palms Parkway	Town Center Boulevard	US 1	4.31	76,287	171,972
SR 100	Belle Terre Pkwy	Old Kings Rd	2.61	103,878	156,339
Town Center Boulevard	Central Avenue	Royal Palms Pkwy	.90	21,960	35,820
US 1	White View Pkwy Espanola Rd	Royal Palms Pkwy Royal Palms Pkwy	2.85	113,430	187,787

The 3rd step in calculating the gross VMC rate is to determine the increase in VMC between existing conditions and future improvements. The VMC's from **Table 7** were summed for existing conditions and future improvements. The increase in road VMC was obtained by subtracting the VMC of future improvements from the VMC for existing conditions. **Table 8** illustrates the increase in road VMC.

TABLE 8. VEHICLE MILES OF CAPACITY FROM ROAD IMPROVEMENTS

Existing Vehicle Miles of Capacity	564,060
Future Vehicle Miles of Capacity	1,035,427
Total Vehicle Miles of Capacity Added	471,367
<i>Source: Table 7</i>	

The 4th step was summing the increase in intersection VMC based on the calculated capacity added for the intersection improvements (**Appendix D**). **Table 9** illustrates the results from step 5 which entails adding the increase in road VMC with the increase in intersection VMC to determine the total increase in VMC from both road and intersection improvements.

TABLE 9. VEHICLE MILES OF CAPACITY ADDED FROM ALL IMPROVEMENTS

Vehicle Miles of Capacity Added from Road Improvements	471,367
Vehicle Miles of Capacity Added from Intersection Improvements	61,642
Total Vehicle Miles of Capacity Added	533,009
<i>Source: The total vehicle miles of capacity added is based on the VMC illustrated on Table 7. The total vehicle miles of capacity added for intersections is included in Appendix D. Capacities based on the 2013 Florida Department of Transportation Generalized Tables.</i>	

The 6th step in calculating the gross VMC rate is calculating a cost for each road improvement. The FDOT Long Range Estimates Model and the 2040 LRTP were used to determine road cost (**Table 10**). The City of Palm Coast provided the cost estimates for intersection improvements (**Appendix D**). The cost for both roads and intersections were increased by 35% to capture the cost for engineering design (PE) and construction, engineering and inspection (CEI). The cost estimates for several roads were obtained from the 2040 LRTP. The cost of improvements obtained from the 2040 LRTP were not adjusted for PE and CEI, as those cost estimates already include those factors (**Appendix E**).

TABLE 10. ROAD IMPROVEMENT COST

Roadway	From	To	Total Cost ²
Belle Terre Parkway ¹	Pine Lakes Parkway	Palm Coast Pkwy (EB)	\$2,600,498.68
Bulldog Drive ¹	SR 100	Central Avenue	\$3,614,641.05
Matanzas Woods Pkwy ^{3,4}	US 1	SB I-95 Ramps	\$14,130,000.00
Old Kings Road ^{1,4}	Town Center Boulevard	Forest Grove Drive	\$44,926,541.60
Royal Palms Parkway ¹	Town Center Boulevard	US 1	\$29,394,533.85
SR 100 ^{3,4}	Belle Terre Pkwy	Old Kings Rd	\$34,870,000
Town Center Boulevard ¹	Central Avenue	Royal Palms Pkwy	\$6,138,069.71
US 1 ^{1,4}	White View Pkwy Espanola Rd	Royal Palms Pkwy Royal Palms Pkwy	\$9,566,139.32
Source: ¹ FDOT Long Range Estimates – Cost per Mile Model (2016), ² Excludes ROW Cost, Includes Engineering and Construction, Engineering & Inspection (CEI) at 35% of construction cost, ³ River to Sea 2040 Long Range Transportation Plan Cost Estimate, ⁴ Reasonably anticipate that funding maybe available to fund construction, funding subject to change (Appendix E).			

Due to the right-of-way (ROW) widths that currently exist in the City of Palm Coast, no additional cost was added for ROW. This is a significant difference from most impact fees as often times ROW must be acquired to widen roads and intersections. ROW cost for most impact fees range from 40% to 100% of construction cost. **Table 11** illustrates the results of the 6th step which include summing the cost of all road improvements and adding that with the sum of the cost of the proposed intersection improvements and the cost of the traffic synchronization system.

TABLE 11. CAPITAL IMPROVEMENT NEEDS

Roadway Capital Improvements	\$145,240,424.22
Intersection Capital Improvements	\$13,282,500
Traffic Signal Synchronization	\$3,000,000
Total Cost of Capital Improvements	\$161,522,924.22
<i>Source:</i> The total cost of roadway capital improvements based on improvements identified in Table 10. The total cost of intersection capital improvements based on improvements identified in Appendix D.	

The 7th and final step is calculating the gross per unit VMC rate. The total cost of the road and intersection improvements from **Table 11** are divided by the total VMC of the road and intersection improvements in **Table 9** to determine the gross per unit VMC rate shown in **Table 12**.

TABLE 12. GROSS VEHICLE MILES OF CAPACITY RATE

Total Cost of Capital Improvements	\$161,522,924.22
Total Vehicle Miles of Capacity Added	533,009
Gross Vehicle Miles of Capacity Rate	\$303.04
<i>Source:</i> The total cost of Capital Improvements is based on the information provided in Table 11. The total vehicle miles of Capacity Added is based on the information provided in Table 9. Gross per unit vehicle miles of capacity rate derived by dividing the total cost of capital improvements by the total vehicle miles of capacity added.	

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CREDIT

One of the general principles of any impact fee assessed by local government on new development is that the fee must be proportional to the impact generated by the development. To ensure new development is not paying more than its impact and is also not paying for existing deficiencies, per unit Vehicle Miles of Travel (VMT) transportation revenue credits are provided. Per Unit VMT transportation revenue credits will be given for revenues that are reasonably anticipated to be available for providing road capacity. These per unit credits will result in a reduction in the gross per unit Vehicle Mile of Capacity (VMC) rate to ensure that new development does not pay twice for the same capacity, once through impact fees and again through available funding that are used to fund future capacity improvements.

A per unit VMT credit is being calculated to account for the Federal and State funding of needed improvements identified in the 2040 LRTP. In the calculation of this impact fee, no credit was provided for Gas Tax as all Gas Tax revenue available to the City is expended on roadway maintenance. Flagler County does not currently have a Transportation Infrastructure Surtax that is being used to fund capacity-expanding improvements. The City has also not issued any bonds to fund the needed improvements. Should additional funding sources become available that would fund the needed road and intersection improvements, then a per unit VMT credit would need to be calculated.

Unlike a gas tax or a sales tax which are authorized for a specific number of years or a bond which is issued for a fixed duration and amount, federal and state funds are subject to annual budgets. This makes the funding source highly susceptible to annual fluctuations, economic conditions and political preferences in Washington and in Tallahassee (emphasis added).

The Federal Highway Trust Fund, which relies on gas tax revenue, is currently running at a deficit. There is no guarantee that federal or state funds will be available next year or over the horizon of the 2040 LRTP (emphasis added).

Typically, the first three years of the five-year Transportation Improvement Program (TIP) are secure, anything beyond that is subject to federal budgets and reauthorization of Transportation Acts. From a legal and technical standpoint, the City is only obliged to provide a per unit VMT revenue credit for projects that are in the in the five-year TIP (emphasis added).

It is recommended as one means to encourage economic development, since there are no other revenue sources readily available and currently authorized, that a revenue credit be provided for the full funding currently identified in the 2040 LRTP to partially offset the per unit Vehicle Miles of Capacity (VMC) Rate. While these revenues are reasonably anticipated to be available to fund capacity needs, there are no guarantees. In fact, as of the writing of this Technical Report, there is discussion of a proposal that will make infrastructure funding competitive and require local governments to come up with new matching funding sources to be able to secure federal funding. The City could elect, if desired, to limit the per unit VMT credit to only those funds currently identified in the five-year TIP (emphasis added).

The funding credit is provided per existing major road VMT on a per unit basis. The formula for calculating revenue credit, as shown in Figure 2, looks at the total funding available from a given revenue source, the total years the funding is available and the present value of funding based on the current discount rate of 4.5% (the current prime rate for 2018 from the Federal Reserve).

Figure 2. Vehicle Miles of Travel (VMT) Credit Formula

$$\text{VMT Credit Formula} = (F / TY) = \text{AAF}, \text{PV}(4.50\%, \text{TY}, -\text{AAF}), \text{PV}/\text{VMTm} = \text{VMTc}$$

$$\text{VMT Credit Steps} = \text{Step 1: } (F/\text{TY}) = \text{AAF}, \text{Step 2: } \text{PV}(\text{AAF}) = \text{PV}, \text{Step 3: } (\text{PV}/\text{VMTm}) = \text{VMTc}$$

Where:

- F = Total Funding
- TY = Total Years of Funding Availability
- AAF = Average Annual Funding
- PV = Present Value (4.5% at TY)
- VMTm = Vehicle Miles of Travel on Major Roads
- VMTc = Vehicle Mile of Travel Credit

FDOT and the TPO developed revenue forecasts of state and federal transportation funds for the 2040 Long Range Transportation Plan (LRTP). These forecasts are based on a statewide estimate of revenues that fund the state transportation program. This study provides a credit based directly on the average annual Federal and State tax funding for capacity expanding road projects per Vehicle Miles of Travel (VMT).

The 2040 forecast \$106,774,262.59 million in Federal and State Funding being available to fund the needed improvements. Separate Federal and State funds are available for improvements to Interstate 95. The Impact Fee methodology excludes travel on Interstate 95 and does not include any needed improvements to Interstate 95. Over the 22-year of the LRTP, roughly \$4.8 million dollars will be available annually. This equates to a projected per unit credit of \$59.19, as illustrated in **Table 13**.

TABLE 13. FEDERAL & STATE CAPACITY FUNDING CREDIT

Federal & State Capacity Funding, FY 2018 to 2040	\$103,492,680.92
Total Years in Long Range Transportation Plan	22
Annual Funding	\$4,704,212.77
Daily Vehicle Miles of Travel (VMT) on Major Road	1,066,626
Annual Capacity Funding per VMT	\$4.41
Net Present Value Factor (4.5% discount rate over 20 years)	\$13.01
Federal & State Funding Credit per VMT	\$57.37

Source: The total funding available is based on road improvements identified as Cost Feasible in the 2040 Long Range Transportation Plan and are reasonably anticipated to be available to fund needed capacity improvements. The daily vehicle miles of travel data is based on information from Appendix A. The discount rate for the present value factor is based on average bank prime loan interest rate of 4.5% for January 2018 obtained from the Federal Reserve at <http://www.federalreserve.gov/releases/h15/>

NET VEHICLE MILE OF CAPACITY (VMC) RATE

The net Vehicle Miles of Capacity (VMC) rate is the per unit cost that will be attributed to new development. The net per unit VMC rate is calculated by subtracting the VMC credit from the gross VMC rate per the formula in Figure 3.

Figure 3. Vehicle Miles of Capacity (VMC) Rate

Net VMC Rate Formula = $VMC_n = VMC_g - VMC_c$

Where:

- VMC_n = Net Vehicle Miles of Capacity Rate
- VMC_g = Gross Vehicle Miles of Capacity Rate
- VMC_c = Vehicle Miles of Capacity Credit

The net per unit VMC rate in Table 14 will be multiplied by the per unit Vehicle Miles of Travel (VMT) rate per land use to determine the impact fee to be assessed to new development per the applicable land use category in the impact fee schedule.

TABLE 14. NET VEHICLE MILES OF CAPACITY RATE

Gross Vehicle Miles of Capacity (VMC) Rate	\$303.04
Federal & State Funding Credit per VMT	\$57.37
Net Vehicle Miles of Capacity (VMC) Rate	\$245.67
<p><i>Source:</i> The gross per unit VMC is from Table 12. The per unit VMT credit is from Table 13. The net per unit VMC rate is derived by subtracting the VMT credit from the gross VMC rate.</p>	

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VEHICLE MILE OF TRAVEL (VMT) PER LAND USE

There are two essential components in determining the Vehicle Miles of Travel per land use. The 1st component is new trips that will utilize the transportation system. New development, and in some instances redevelopment, generate new vehicle trips. An impact fee is one means for development that generates new trips to equitably pay for the travel demands placed on the transportation system. These trips are based on factors identified in the Institute of Transportation Engineers (ITE) Trip Generation Manual 10th, Edition and the ITE Trip Generation Handbook, 3rd Edition. These factors include trip generation rates per land use and pass-by trips.

The 2nd component is the length of trips. The lengths of trips are determined based upon data from the 2009 National Household Travel Study (NHTS). To ensure that the most localized and readily available data for trip lengths is used, NHTS data for Florida Metropolitan Statistical Areas between 250,000 and 400,000 people, as of 2009, was used instead of National level data. It should be noted that an update of the NHTS was conducted in 2017. The data will be available sometime in late 2018 or 2019. The Daytona – Flagler MSA in 2018/2019 will be above 600,000. The trip lengths data obtained from the Florida based NHTS were further adjusted to remove travel on Interstate 95.

The formula for calculating the per unit VMT rate per land use is described in **Figure 4**.

Figure 4. Vehicle Miles of Travel (VMT) per Land Use

Vehicle Miles of Travel per Land Use	=	$(TG \times \% \text{ NEW} \times (TPL * INTA)) / ODA$
VMT _{LU}	=	Vehicle Miles of Travel per Land Use
TG	=	Trip Generation
% NEW	=	Percent of trips that are primary trips, as opposed to pass-by or diverted-link trips
TPL	=	Average length of a trip by trip purpose conditions
INTA	=	Interstate Adjustment Factor
ODA	=	Origin & Destination Adjustment Factor which divides gross VMT by two (/ 2) to avoid the double-counting trips

DAILY TRIP GENERATION

Trip generation rates are based on information published in the Institute of Transportation Engineers' (ITE) Trip Generation Manual, 10th edition. The ITE Manual provides the most recent, uniform and widely utilized source for trip generation rates. In addition, the national trip generation rates compiled by ITE are likely to be applicable to the land uses and trip characteristics found in Palm Coast. The ITE Manual is used in communities across the US and is the accepted source for trip generation utilized by FDOT. There are several land use categories that have been consolidated in the impact fee schedule to streamline administration and implementation of the impact fee. Further detail on the ITE land use codes and any adjustments or conversions from peak hour trips to daily trips is documented in **Appendix F**.

NEW TRIPS (AKA PASS-BY)

The percentage of new trips is based on a combination of the various pass-by analyses provided in ITE's Trip Generation, various studies and professional experience that demonstrated higher pass-by rates for convenience land uses such as fast food and convenience gas stations. While ITE's Trip Generation Handbook does not recognize pass-by rates for uses other than retail, pass-by rates were utilized on non-retail uses such as offices, hospitals, social and civic uses in recognition that not all trips to these types of uses are new trips. A pass-by trip is a trip that is already on the roadway and stops at a land uses between an origin point (commonly a dwelling) and a destination (place of employment, park).

TRIP LENGTHS

The trip lengths per individual land uses are from the NHTS data for Florida communities that were within Metropolitan Statistical Areas (MSAs) that were between 250,000 and 400,000 people as of 2009, which include Volusia and Flagler Counties. In the updated NHTS data, the Volusia-Flagler MSA will be in the population group over 600,000. The 2009 NHTS data is the most readily available data on trip length by trip purpose. The Florida based trip length data tends

to be less than National trip lengths by trip purpose. The Center for Urban Transportation Research (CUTR) conducted an extensive evaluation of NHTS data for all of Florida and areas across the State showed lower trip lengths than National trip length data (Trends and Conditions Report 2013). The primary trip purposes are: work, personal, shopping, social / recreation and school / church. To obtain a trip length rate for residential uses, the five primary trip purposes were averaged. Specific trip lengths by trip purpose for specific land uses were also extracted from the Florida NHTS data. **Table 15** illustrates the trip lengths by trip purposes using both National Data and Florida Data. These trip lengths were assigned to the various land uses in the impact fee schedule based on characteristics that most closely resembled the trip purpose data.

TABLE 15. AVERAGE VEHICLE TRIP LENGTH

Trip Purpose	2009 National Household Travel Survey Length (miles)	2009 National Household Travel Survey - Florida Length (miles)
To/From Work	11.8	7.21
Shopping	6.5	4.51
Other Family/Personal Errands	7	5.04
School/Church	6.3	5.50
Social and Recreational	10.7	4.44
Residential	8.5	5.04
Meals	6.5 ¹	4.90
Day Care	7 ²	3.25
Personal Services	7 ²	4.11
Gas	7 ²	4.03
Regional Retail	6.5 ¹	5.64

Source: National average person trip lengths from US Department of Transportation, National Household Travel (NHTS) Survey, 2009 (**Appendix G**); Residential is an average of the top five NHTS trip purposes. National trip length decimal numbers rounded to the nearest 10th. Local Adjustment factors decimal rounded to nearest 100th. The Florida NHTS data is specifically from Florida for communities within a Metropolitan Statistical Area (MSA) between 250,000 and 400,000 residents as of 2009. ¹ Meals and Regional Retail uses would fall under NHTS category for Shopping. ² Day Care, Personal Services and Gas would fall under NHTS category for Other Family / Personal Errands.

In a recent publication in the Journal for Transportation and Land Use titled Modeling the land-use correlates of vehicle-trip lengths for assessing the transportation impacts of land developments (Volume 6, Number 2 (2013), research from the University of Florida found a direct correlation between land use patterns and trip length. The abstract for the publication provides the following summary: *“This study developed models that relate trip lengths to the land-use characteristics at the trip ends (both production and attraction ends). Separate models were developed by trip purpose. The results indicate several statistically significant and intuitively reasonable effects of land-use patterns. High residential densities and a good mix of complementary land uses are associated with shorter trips. Larger establishments attract longer trips, and the lengths of home-based other trips decrease with an increase in the number of convenient commercial land use parcels in the neighborhood. The connectivity provided by the roadway network and the urban form of the area (measured in terms of number of intersections and cul-de-sacs) affect trip lengths. In addition to the local land-use characteristics, trip lengths also vary significantly by the location of the neighborhood within the region. All these results hold even after controlling for several trip and traveler characteristics.”*

The University of Florida study largely conformed several findings from the CUTR Report conducted in 2013 that trip lengths within built-up and urban areas within Florida were shorter than suburban and rural areas within the State. On average, based on the findings of the CUTR Report, trip lengths in urban areas were on average 30% shorter than suburban areas of the State. A 30% trip length reduction was applied to vested single family and duplex platted lots comprised of residential lots with final plat approval as of December 30th, 1977.

INTERSTATE TRIP LENGTH ADJUSTMENT

Travel on the interstate highway system is excluded from impact fee calculations as the interstate system is principally funded and maintained by the Federal Government in coordination with State Department of Transportation. Thus, to ensure development that generates new trips is

not charged for travel on the interstate system, the VMT on Interstate 95 is excluded from the major road system. **Table 16** illustrates the adjustment factor calculated to exclude travel on Interstate 95. The Interstate adjustment factor of 51% is applied to trip lengths to reduce them accordingly to ensure new development is not charged for travel on Interstate 95.

TABLE 16. INTERSTATE ADJUSTMENT FACTOR

Roadway Category	Miles	Daily Vehicle Miles of Travel (VMT)
Interstate 95	18.7	1,036,304
Major Thoroughfare System	135.82	2,110,478
Interstate Adjustment Factor		0.51

Source: Daily VMT based on Traffic Data Table in Appendix A. VMT derived by multiplying AADT by length of road. Decimal numbers rounded to the nearest 100th.

ORIGIN & DESTINATION ADJUSTMENT FACTOR

Trip generation rates represent trip ends, or driveway crossings at the site of a land use. Thus, a single origin trip from home to work counts as one trip end for the residence and one trip end for the work place, for a total of two trip ends. To avoid over-counting, the VMT for all uses has been divided by two. This places the burden of travel equally between the origin and destination of the trip and eliminates double charging for any particular trip.

VEHICLE MILES OF TRAVEL PER LAND USE

The result of multiplying trip generation rates, percent of new trips, average trip length, and interstate adjustment factor is the establishment of a per unit VMT per land use (**Table 17**). The VMT reflects the average daily weekday travel generated by the various land uses in the impact fee schedule. The land use schedule includes the unit of measure that will be used to calculate the total impact fee for a given land use.

Table 17. Vehicle Miles of Travel per Land Use	Unit of Measure	Trip Gen	% new trips	Trip Length	I-95 Adj	VMT
Residential Use						
Single Family Detached / Mobile Home	Dwelling Unit	9.44	1	5.04	0.51	12.13
Vested Single Family Platted Lot	Dwelling Unit	7.38	1	3.53	0.51	6.64
Single Family Attached (includes Duplex, Townhomes, Villas, Condominiums)	Dwelling Unit	7.32	1	5.04	0.51	9.41
Vested Duplex Platted Lot	Dwelling Unit	5.72	1	3.53	0.51	5.15
Multi-Family Apartment	Dwelling Unit	5.44	1	5.04	0.51	6.99
Active Adult & Independent Living (55+) (Attached or Detached Units)	Dwelling Unit	3.99	1	5.04	0.51	5.13
Institutional Use						
Adult Congregate Living Facility	Bed	2.52	1	5.04	0.51	3.24
Cemetery	Acre	6.05	1	5.50	0.51	8.49
Day Care	1,000 sq. ft.	47.62	0.5	3.26	0.51	19.79
Places of Worship	1,000 sq. ft.	6.95	0.9	5.50	0.51	8.77
Private School (Pre K-12)	1,000 sq. ft.	13.58	0.5	5.50	0.51	9.52
Private College or University	1,000 sq. ft.	23.15	0.5	5.50	0.51	16.23
Industrial Use						
Manufacturing / Warehousing / Production	1,000 sq. ft.	4.66	0.8	7.21	0.51	6.85
Retail Fulfillment / Distribution	1,000 sq. ft.	7.97	0.9	7.21	0.51	13.19
Mini-Warehouse / Boat / RVs & Other Outdoor Storage	1,000 sq. ft.	1.51	0.9	5.04	0.51	1.75
Entertainment, Recreation & Lodging Use						
Movie Theater	per Seat	1.76	0.5	4.44	0.51	1.00
Marina (including dry storage)	per Berth	2.41	1	4.44	0.51	2.73
Golf Course	per Hole	30.38	1	4.44	0.51	34.40
Outdoor Commercial Recreation	per Acre	14.32	1	4.44	0.51	16.21
Multi-Purpose Commercial Recreation	1,000 sq. ft.	5.57	0.9	4.44	0.51	5.68
Health Club / Fitness / Gym	1,000 sq. ft.	35.53	0.9	4.44	0.51	36.20
Recreational Vehicle (RV) Park	per Space	2.40	1	5.04	0.51	3.08
Hotel / Motel / Lodging	Room / Unit	6.19	0.9	5.04	0.51	7.16
Community Center / Civic / Gallery / Lodge	1,000 sq. ft.	14.54	0.8	4.44	0.51	13.17
Office Use						
Office / Office Park / Medical / Clinic / Bank / Financial	1,000 sq. ft.	11.41	0.7	7.21	0.51	14.68
Retail Use						
Multi-Tenant Retail Center	1,000 sq. ft.	37.75	0.4	4.51	0.51	17.37
Pharmacy (Free Standing)	1,000 sq. ft.	90.08	0.3	4.51	0.51	31.08
Pharmacy Drive-Thru	per lane	89.04	0.3	4.51	0.51	30.72
General Retail (Free Standing)	1,000 sq. ft.	58.30	0.4	4.51	0.51	26.82
Furniture / Mattress Store (Free Standing)	1,000 sq. ft.	6.30	1	4.51	0.51	7.25
Supermarket / Grocery Store (Free Standing)	1,000 sq. ft.	98.83	0.4	4.51	0.51	45.46
Sit Down Restaurant (Retail Center, Free Standing or Outparcel)	1,000 sq. ft.	98.01	0.4	4.90	0.51	48.99
Fast Food / Fast Casual Restaurant (Retail Center, Free Standing or Outparcel)	1,000 sq. ft.	214.36	0.3	4.90	0.51	80.35
Restaurant Drive-Thru (based on number of lanes at point of ordering)	per lane	356.54	0.2	4.90	0.51	89.10
Discount Superstore (Free Standing)	1,000 sq. ft.	50.70	0.8	5.64	0.51	58.31
Home Improvement / Building Materials / Garden Center	1,000 sq. ft.	31.51	0.8	5.64	0.51	36.24
Nursery (Wholesale or Retail)	per Acre	31.37	0.8	4.51	0.51	28.86
Bank Drive-Thru Lane, Free Standing ATM or ATM Drive-Thru Lane	per lane and / or per ATM	113.35	0.4	4.11	0.51	47.52
Vehicle & Boat - Sales or Dealership	1,000 sq. ft.	27.45	0.9	5.64	0.51	35.51
Vehicle & Boat - Service / Repair / Parts	1,000 sq. ft.	38.02	0.9	4.11	0.51	35.86
Vehicle & Boat - Cleaning / Detailing / Wash	1,000 sq. ft.	264.20	0.2	4.11	0.51	55.38
Convenience Store	1,000 sq. ft.	801.21	0.1	4.51	0.51	92.14
Vehicle Fueling Position	per Vehicle Fueling Position	250.98	0.2	4.03	0.51	51.58
Personal Services	1,000 sq. ft.	32.15	0.4	4.11	0.51	13.48

IMPACT FEE SCHEDULE

The Impact Fee for a given land uses is based on the net per unit VMC Rate established in **Table 14** multiplied by the VMT Rate per land use from **Table 17**. The formula below is utilized to determine the Impact Fee per land use (**Figure 5**):

Figure 5. Impact Fee

Impact Fee Formula	=	VMCn x VMTlu
Where:		
VMCn	=	Net Vehicle Miles of Capacity Rate
VMTlu	=	Vehicle Miles of Travel per land use

The Impact Fee for land uses is compared with the existing Impact Fee (**Table 18**). The following are three examples of impact fee calculations:

Land Use: Multi-Family Apartment
 Unit of Measure: per Dwelling Unit
 Number of Units: 200
 Impact Fee: \$1,982 per dwelling unit
 # of Dwelling Units x Impact Fee: 200 x \$1,718 = \$343,600

Land Use: Office
 Unit of Measure: per 1,000 Square Feet
 Number of Units: 15,250 square feet
 Impact Fee: \$3,608 per 1,000 square feet of office
 Square Footage / 1000 x Impact Fee: (15,250 / 1,000) = 15.25 x \$3,608 = \$55,022

Land Use: Bank with drive-thru
 Unit of Measure 1: per 1,000 Square Feet
 Unit of Measure 2: per Drive-thru lane(s)
 Number of Units 1: 3,000 square feet
 Number of Units 2: Two drive-thru lanes & One drive-thru ATM
 Impact Fee 1: \$3,608 per 1,000 square feet of office
 Impact Fee 2: \$11,674 per drive-thru
 Square Footage / 1000 x Impact Fee: (3,000 / 1,000) = 3 x \$3,608 = \$10,824
 Drive-Thru Lanes x Impact Fee: 3 x \$11,674 = \$35,022
 Total Impact Fee: \$10,824 + \$35,022 = \$45,846

Table 18. Palm Coast Transportation Impact Fee Schedule	Unit of Measure	Proposed Impact Fee
Residential Use		
Single Family Detached / Mobile Home	Dwelling Unit	\$ 2,981
Vested Single Family Platted Lot *	Dwelling Unit	\$ 1,632
Single Family Attached (includes Duplex, Townhomes, Villas, Condominiums)	Dwelling Unit	\$ 2,311
Vested Duplex Platted Lot *	Dwelling Unit	\$ 1,266
Multi-Family Apartment	Dwelling Unit	\$ 1,718
Active Adult & Independent Living (55+) (Attached or Detached Units)	Dwelling Unit	\$ 1,260
Institutional Use		
Adult Congregate Living Facility	Bed	\$ 796
Cemetery	Acre	\$ 2,085
Day Care	1,000 sq. ft.	\$ 4,863
Places of Worship	1,000 sq. ft.	\$ 2,155
Private School (Pre K-12)	1,000 sq. ft.	\$ 2,340
Private College or University	1,000 sq. ft.	\$ 3,988
Industrial Use		
Manufacturing / Warehousing / Production	1,000 sq. ft.	\$ 1,684
Retail Fulfillment / Distribution	1,000 sq. ft.	\$ 3,240
Mini-Warehouse / Boat / RVs & Other Outdoor Storage ¹	1,000 sq. ft.	\$ 429
Entertainment, Recreation & Lodging Use		
Movie Theater / Performing Arts	per Seat	\$ 245
Marina (including dry storage)	per Berth	\$ 670
Golf Course	per Hole	\$ 8,450
Outdoor Commercial Recreation ²	per Acre	\$ 3,982
Multi-Purpose Commercial Recreation	1,000 sq. ft.	\$ 1,395
Health Club / Fitness / Gym	1,000 sq. ft.	\$ 8,893
Recreational Vehicle (RV) Park	per Space	\$ 758
Hotel / Motel / Lodging	Room / Unit	\$ 1,759
Community Center / Civic / Gallery / Lodge	1,000 sq. ft.	\$ 3,235
Office Use		
Office / Office Park / Medical / Clinic / Bank / Financial	1,000 sq. ft.	\$ 3,608
Retail Use		
Multi-Tenant Retail Center ³	1,000 sq. ft.	\$ 4,266
Pharmacy (Free Standing)	1,000 sq. ft.	\$ 7,635
Pharmacy Drive-Thru (fee is in addition to fee per 1,000 sq. ft. for pharmacy)	per lane	\$ 7,547
General Retail (Free Standing)	1,000 sq. ft.	\$ 6,589
Furniture / Mattress Store (Free Standing)	1,000 sq. ft.	\$ 1,780
Supermarket / Grocery Store (Free Standing)	1,000 sq. ft.	\$ 11,169
Sit Down Restaurant ⁴ (Retail Center, Free Standing or Outparcel)	1,000 sq. ft.	\$ 12,034
Fast Food / Fast Casual Restaurant ⁴ (Retail Center, Free Standing or Outparcel)	1,000 sq. ft.	\$ 19,740
Restaurant Drive-Thru ⁴ (based on number of lanes at point of ordering)	per lane	\$ 21,889
Discount Superstore (Free Standing) ¹	1,000 sq. ft.	\$ 14,324
Home Improvement / Building Materials / Garden Center ¹	1,000 sq. ft.	\$ 8,903
Nursery (Wholesale or Retail) ²	per Acre	\$ 7,090
Bank Drive-Thru Lane, Free Standing ATM or ATM Drive-Thru Lane ⁵	per drive thru lane and / or per ATM	\$ 11,674
Vehicle & Boat - Sales or Dealership	1,000 sq. ft.	\$ 8,725
Vehicle & Boat - Service / Repair / Parts (current fee under industrial use)	1,000 sq. ft.	\$ 8,810
Vehicle & Boat - Cleaning / Detailing / Wash (current fee per bay)	1,000 sq. ft.	\$ 13,605
Convenience Store ⁶	1,000 sq. ft.	\$ 22,637
Vehicle Fueling Position ⁶	per Vehicle Fueling Position	\$ 12,673
Personal Services	1,000 sq. ft.	\$ 3,311
*Residential lot with final plat approval as of December 30, 1977.		
¹ Acreage for any unenclosed material and vehicle storage, sales and display shall be converted to gross floor area.		
² The gross floor area for any buildings shall be converted to acreage.		
³ Excludes all outparcels. The fee for any outparcel shall be based on the applicable land use. Also excludes any type of drive-thru, vehicle fueling positions or free-standing ATM, which are additive fees in addition to the fee for the multi-tenant retail center.		
⁴ Areas for outdoor seating shall be converted to gross floor area. Any drive-thru associated with a restaurant will be an additive fee to the fee per square foot for the restaurant. The number of drive-thru lanes will be based on the number of lanes present when an individual places an order. The restaurant drive-thru rate applies for any building, whether a multi-tenant, free standing or convenience land use.		
⁵ Bank building square footage falls under office and is an additive fee beyond the fee due for bank/ATM drive-thru lanes or free standing ATM's. These rates are per drive-thru lane for the bank and per drive-thru lane with an ATM. The free standing ATM is for an ATM only and not an ATM within or part of another non financial building, such as an ATM within a grocery store.		
⁶ Convenience Store rates are separate and an additive fee beyond the fee due for vehicle fueling positions. Rates per vehicle fueling position also apply to gas stations and service stations with fuel pumps. The fee for any restaurant square footage or restaurant drive-thru in a convenience store will be based on the individual fee rate for the land use, not the convenience store rate.		

DEFINITIONS

Active Adult & Independent Living (55+) shall mean age-restricted housing that is deed restricted for residents fifty-five (55) years or older. These communities are for independent living without common dining and on-site health facilities for residents that is not a general retail or commercial use open to the public. Active adult communities may include clubhouses, golf courses and active recreation uses. Any recreational facility such as golf courses, clubhouses, tennis courts or fitness clubs open to the public shall be assessed separate impact fees. The housing may consist of senior adult detached and attached units (ITE Trip Generation Manual uses #251 and #252).

Adult Congregate Living Facility shall mean a residential setting that provides either routine general protective oversight or assistance with activities necessary for assisted living to mentally or physically limited persons. This use includes nursing homes, congregate care facilities, and assisted living facilities that may be part of continuing care retirement communities.

Bank Drive-Thru Lane, Free Standing ATM or ATM Drive-Thru Lane shall mean any drive-thru lane used for banking purposes such as deposits, withdrawals, balance inquires or bill pay. The drive-thru may include either a teller window or pneumatic device for transferring banking information or funds, or an Automated Teller Machine (ATM). This use also includes free standing bank drive-thru lanes and freestanding walk-up or drive-thru ATM machines. An ATM inside or attached to a building that has a use open to the public or end user and is not just a standalone ATM structure or building shall not be assessed a fee. The fee shall be based upon the total number of drive-thru lanes with a banking window, pneumatic device or ATM and/or the total number of free standing ATM's.

Benefit District shall mean an area designated in the applicable impact fee ordinance where fees that are paid by development are expended. The City shall consist of a single Benefit District that shall be comprised on all land within current City limits and any future areas added to the City through subsequent annexations.

Cemetery shall mean a place for burying the deceased, possibly including accessory buildings used for funeral services, a mausoleum, and a crematorium.

Community Center / Civic / Gallery / Lodge shall mean a facility that is generally operated by a governmental entity, non-profit or foundation and can include uses such as YMCA, museum, art gallery or studio, community meeting spaces, library, or a fraternal or masonic lodge or club that participates in community and public activities and does not sell goods or products for profit.

Convenience Store shall mean facilities that sell, convenience foods, newspapers, lottery tickets and cards, magazines, beverages, snacks and often beer, wine and tobacco products. The use may also serve ice cream and prepared foods. The fee for any fueling positions, car wash, unaffiliated restaurant, or restaurant drive-thru shall be based on the separate fee for the use.

Day Care shall mean a facility where care for young children or for older adults is provided, normally during the daytime hours. Day care facilities generally include classrooms, offices, eating areas and playgrounds.

Discount Superstore (free standing) shall mean a large format retail store which sells products at prices that are lower than the typical market value. A full-line discount store or mass merchandiser may offer a wide assortment of goods with a focus on price rather than service, display and includes a grocery store that sells a complete assortment of food, food preparation and other household goods and that is usually operated on a self-service basis. The use may also offer various personal services such as eye glasses, banking, nail and salon and tire changing services for motor vehicles. Any fueling services associated with the Discount Superstore shall pay a separate fee per fueling position.

Dwelling Unit shall mean a room or connected rooms, constituting a separate, independent housekeeping entity, for owner occupancy or rental or lease on a daily, weekly, monthly, or longer basis, and physically separated from any other rooms or Dwelling Units which may be in the same structure and containing sleeping and sanitary facilities and one kitchen. The term "Dwelling Unit," as used in this Fee, shall be deemed to include mobile home dwellings.

Entertainment, Recreation and Lodging Use shall mean those public or quasi-public uses that serve a community's social, cultural, fitness, entertainment and recreational needs, including recreation vehicle parking spaces and limited period lodging and accommodations which include applicable land uses specified in the ITE Trip Generation Manual under Land Use Code Series 300, 400 and 500.

Fast Food / Fast Casual Restaurant shall mean a dining establishment where a person(s) orders their meal at either a counter, select individual items prepared in front of the person or serves themselves buffet style. A person(s) typically pays for their meal at a cashier before obtaining their food. A separate fee is required for uses with one or more drive-thru lanes.

Free Standing shall mean a building that is not part of a multi-tenant retail center and contains a single tenant. Free Standing buildings generally have defined parking areas and limited access connections either to an internal circulation route and/or an external road. Free standing buildings are typically oriented towards arterial or major collector roads and generally include separate signage for the use.

Furniture / Mattress Store (free standing) shall mean a building that is not part of a multi-tenant retail center, contains a single tenant and displays furniture for sale or sells mattress to the public. Furniture stores do not keep a significant amount of product for sale in store. The product is typically shipped to the desired location of the end user purchaser. Retail uses which sell home goods or small furniture for purchase and pick-up at the store would generally fall under multi-tenant retail centers or general retail. Mattress Stores only sell mattress and sometimes accessory bed frames or pillows for either pick-up in store or delivery.

General Retail (free standing) shall mean a building that is not part of a multi-tenant retail center, contains a single tenant and sells products to the public that is not otherwise defined as a separate and distinct land use in the transportation impact fee schedule. Variety, Department Specialty, and Dollar Stores are examples of general retail uses that are typically free standing when not part of a mall or multi-tenant retail center.

Golf Course shall mean an area design for the play of golf. Golf courses may include clubhouses, with a pro-shop, lounge and banquet facilities.

Health / Fitness / Gym shall mean facilities that primarily focus on individual or group fitness, training or exercise. The uses typically provide exercise, dance or cheerleading classes, weightlifting, yoga, pilates, cross-fit training, fitness and gymnastics equipment.

Home Improvement / Building Materials / Garden Center shall mean a facility where hardware, building materials, lumber, farming and gardening equipment, paint, plants and landscape are sold or rented. All outside areas, whether underroof or not, that are used for outdoor display, storage or sale shall be included in the overall square footage of the facility. Areas of storing and refilling propane shall also be included in the overall square footage. The rental or sale of large earthmoving equipment shall fall under vehicle sales.

Hotel / Motel / Lodging shall mean places of accommodations that provide places for sleeping and bathing and may include supporting facilities such as restaurants, cocktail lounges, meeting and banquet rooms or convention facilities, and limited recreational facilities (pool, fitness room) intended for primary use by guest.

Impact Fee shall mean a monetary exaction imposed at the time of issuance of a Certificate of Occupancy, Certificate of Completion, Special Use Permit or Construction Permit on a pro-rata basis in accordance with the average demand for public facilities created by growth and new development/redevelopment.

Improvements shall mean the roadway and intersection projects and traffic signal synchronization identified in the transportation impact fee technical report 2018. Improvements can include new or additional travel lanes and turn lanes, new or upgraded traffic signals, traffic synchronization, mobilization, maintenance of traffic, planning, survey, geotechnical and engineering, utilities, construction, engineering and inspection, utility relocation, right-of-way, easements, stormwater facilities, repayment of bonds used to front design and construction, local match for federal and state funded projects, and sidewalks, bike lanes, trails, paths, lighting and transit stops constructed as part of a road or intersection improvement.

Industrial Use shall mean those activities which are predominantly engaged in the assembly, finishing, processing, packaging, and/or storage, warehousing or distribution of products and which include those uses specified in the ITE Trip Generation Manual under Land Use Code Series 000 and 100, but excluding governmental uses.

Institutional Use shall mean those public or quasi-public uses that serve one or more community's social, educational, health, cultural, and religious needs and which include those uses specified in the ITE Trip Generation Manual under the Land Use Code Series 500, except for Adult Congregate Living Facility as defined.

ITE Trip Generation Manual shall mean and refer to the latest edition of the report entitled "Trip Generation" produced by the Institute of Transportation Engineers, and any official updates hereto, as approved by Public Works.

Manufacturing / Warehousing / Production shall mean a facility that is used for the storage of materials, goods and merchandise prior to the distribution to retail outlets, distribution centers or other warehouses. Manufacturing shall mean a facility where the primary activity is the conversion of raw materials or parts into finished products. Production shall mean a facility that has an emphasis on activities other than manufacturing, including brewing and distilling, and typically have ancillary office space and may have tap, sampling or tasting rooms.

Marina shall mean facilities that provide docks and berths for boats.

Mini-Warehouse / Boat / RVs & Other Outdoor Storage shall mean facilities or acreage in which one or more storage units or vaults are rented for the storage of goods and/or acreage is providing for the storage of boats, RVs, vehicle trailers and other physical items that are larger than what is typically stored within an enclosed structure. They are typically referred to as "self-storage" facilities and are typically access controlled where storage units or spaces are rented. The acreage for outdoor storage, excluding drive aisles, buffers and stormwater management areas, shall be converted to square footage for purposes of calculating the fee. This shall not include an individual's personal property where such items are stored by the owner of the land and not for commercial purposes, subject to allowance by land development and zoning regulations.

Mobile Home shall mean a detached Dwelling Unit with all the following characteristics: (1) designed for long term occupancy, and containing sleeping accommodations, a flush toilet, a tub or shower bath, and kitchen facilities, with plumbing and electrical connections provided for attachment to outside systems; (2) designed for transportation after fabrication on streets or highways on its own wheels; and (3) arriving at the site where it is to be occupied as a dwelling complete, including major appliances and furniture, and ready for occupancy except for minor and incidental unpacking and assembly operations, location on jacks or other temporary or permanent foundations, connection to utilities and the like. A travel trailer or Recreational Vehicle (RV) is not to be considered as a Mobile Home.

Movie Theater / Performing Arts shall mean a building with an area for audience seating, single or multiple screens or stages and auditoriums, a lobby and refreshment stand and shows either films or live performances.

Multi-family Apartment shall mean a single structure containing two or more Dwelling Units where Dwelling Units are rented or leased to occupants.

Multipurpose Recreational Facility shall mean a facility, generally enclosed within a building that includes uses such as bowling, pool, darts, arcades, video games, batting cages, trampolines, laser tag, bounce houses, skating, or climbing walls. Food and beverage may also be provided. The fee for outdoor recreation areas for uses such as batting cages or mini-golf would be calculated based upon the outdoor commercial recreation land use.

Multi-Tenant Retail Center shall mean retail uses in one or more buildings consisting of two or more individual, unaffiliated tenants. Multi-Tenant Retail Centers include shared access connections to external roads, shared internal circulation, parking and external signs and master stormwater management areas. Multi-Tenant Retail Centers do not include outparcels which are defined as having separate and distinct parking areas, generally landscaped along the perimeter, and separate access connections to internal circulation routes and/or external roads. Outparcels may include separate parcels for sale or lease to one or more end users. Any land use within a Multi-Tenant Retail Center that includes one or more drive-thru lanes shall pay the fee for the drive-thru lane in addition to the fee for square footage of the land-use. Freestanding ATM's not directly attached to or located within a separate land use shall pay the applicable fee for a freestanding ATM.

Nursery (Wholesale or Retail) shall mean an establishment that sells plants, trees, grasses, shrubs, landscape, gardening equipment, mulch, compost, gravel and stone. The applicable acreage of the nursery for purposes of calculating the fee shall include those areas with plants, landscape, greenhouses and landscape services that are primarily accessible to the public.

Outdoor Commercial Recreation shall mean a facility with land uses that may include miniature golf, batting cages, video arcade, bumper boats, go-carts, golf driving ranges, tennis, racquet or basketball courts, soccer, baseball and softball fields, paint-ball, skating, cycling or biking that require paid admittance, membership or some other type of fee for use. Buildings for refreshments, bathrooms, changing and retail may be included. The fee shall be based upon the total acreage of the facility, including buildings, primarily used to carry out the land use activity. Areas for parking, buffers and stormwater that are not active features of the land use are excluded from the fee acreage.

Office Use shall mean those businesses which provide professional services to individuals, businesses, or groups and which include those uses in the ITE Trip Generation Manual under Land Use Code Series 600 and 700.

Office / Office Park / Medical / Bank / Financial shall mean activities primarily involving the provision of professional or skilled services, including but not limited to legal, medical, dental, real estate, financial, engineering, architecture, accounting, and technology. Hospitals and Clinics are included under this land use. Banks are also included in this land use with a separate fee calculated per drive-thru lane or free-standing ATM with or without a drive-thru lane.

Personal Services shall mean any establishment that primarily sells services to the public that includes uses such as person or pet grooming, nail salon, hairdresser, spa, salon, tanning, massage, barber, waxing, funeral home, small appliance, device or computer repair or service, shipping, copying or printing service, dry cleaning, locksmith, laundry, tailor, embroidery, cobbler, watch repair, check cashing, money transfer, test taking, tutoring, musical lessons. These uses may also sell ancillary goods used in the primary function of the use.

Pharmacy (free standing) shall mean a retail facility that primarily sell prescription and non-prescription drugs. These facilities may also sell cosmetics, toiletries, medications, stationary personal care products, limited food products and general merchandise.

Pharmacy Drive-Thru shall mean one or more dedicated lanes where an individual will drop-off a prescription and pick-up the prescription. Some pharmacies will also sell general merchandise or medicine at the drive-thru windows as well. The fee for the pharmacy drive-thru is additive to the fee due for the pharmacy itself, as some pharmacies elect not to provide one or more drive-thru lanes. The fee is per drive-thru lane where a prescription can be dropped-off and picked-up.

Place of Worship shall mean a building in which worship services are held. Buildings or square footage used primarily for pre-school, private school or day care should be evaluated under those land uses and excluded from the buildings or square footage for place of worship.

Principal Use shall mean the carrying out of any building activity or the making of any material change in the use of a structure or land that requires the issuance of a Certificate of Occupancy, Certificate of Completion, Change of Use Permit, Construction Permit or Special Use Permit and which generates a demand or increase in vehicle trips over and above the existing use of the structure or land, excluding governmental uses.

Private School (Pre K-12) shall mean a building or buildings in which students are educated by a non-governmental entity with grades ranging from pre-kindergarten to 12th grade. Private schools do not include Charter Schools which are exempt from local government fees per Florida Statute.

Recreational Vehicle (RV) Park shall mean a Park with spaces where RV's maybe parked for short or long term occupancy, and: (1) containing sleeping accommodations, a flush toilet, a tub or shower bath, and kitchen facilities; (2) include plumbing and electrical connections are provided by a battery or generator and maybe connected to an outside system; (3) are designed for transportation after fabrication on streets or highways on its own wheels. A space available for a travel trailer will be considered a space for an RV. This definition does not include Recreational Vehicles stored on a lot at a personal residence.

Restaurant Drive-Thru shall mean a drive-thru lane where an order for food is placed. The vehicle will proceed to one or more common pick-up windows after the order has been placed. The number of drive-thru's shall be based upon the total number of points where an order is taken,

not the number of windows where an order is picked-up. Some drive-thru's may be opened longer than the walk-up restaurant is open. The fee per restaurant drive-thru is in addition to the fee assessed for the restaurant itself based upon the applicable unit of measure.

Residential Use shall mean a Dwelling Unit or Dwelling Units and shall include those uses specified in the ITE Trip Generation Manual under the Land Use Code Series 200.

Retail Use shall mean those commercial activities which provide for sale, lease or rent of products, services, accommodations or use of space to individuals, businesses, or groups and which include those uses specified in the ITE Trip Generation Manual under Land Use Code Series 800 and 900.

Retail Fulfillment / Distribution shall mean a facility designed primarily to process e-commerce products directly to end users that order the products over the internet or by phone. These facilities include both short term and longer term storage areas and are characterized by the external shipment of small packages.

Single-Family Attached shall mean a single family attached Dwelling Unit that has at least one other Dwelling Unit that is individually owned within the same building structure. Townhomes, duplexes, villas and condominiums are the most common type of single-family attached dwellings.

Single-Family Detached shall mean a structure containing only one Dwelling Unit.

Sit Down Restaurant shall mean a dining establishment where a person(s) sit down at a table, booth or bar and orders food or drinks from a server or bartender and has prepared food and /or drink delivered to the table or bar. A separate fee is required for uses with one or more drive-thru lanes.

Square feet shall mean the sum of the gross floor area (in square feet) of the area of each floor level, including cellars, basements, mezzanines, penthouses, corridors, lobbies, stores, and offices, that are within the principal outside faces of exterior walls, not including architectural setbacks or projections. Included are all areas that have floor surfaces with clear standing head room (six feet six inches, minimum) regardless of their use. If a ground level area, or part thereof, within or adjacent to the principal outside faces of the exterior walls is not enclosed and is determined to be a part of the principal use, this gross floor area is considered part of the overall square footage of the building.

Supermarket / Grocery Store shall mean a large retail store that sells a complete assortment of food, food preparation and other household goods and that is usually operated on a self-service basis. Discount superstores are identified as a separate land use.

Vested Single-family or Duplex Platted Lot shall mean a residential lot with final plat approval as of December 30, 1977. Such lots may be replatted for infrastructure improvements without an increase in the total number of lots.

Vehicle & Boat – Sales or Dealership shall mean an establishment for the sale, rent or leasing of motor vehicles and boats. Services and parts sales maybe provided as well. This land use may include automobiles, trucks, recreational vehicles, boats, motorcycles, all-terrain vehicles, tractors and earth moving equipment. The square footage shall include all areas under roof used for the sale, service, display or cleaning of vehicles.

Vehicle & Boat – Service / Repair / Parts shall mean an establishment for the sale of parts, tires, accessories or the service, maintenance, repair, repaint or body work of a vehicle or boat. The square footage shall include all areas under roof.

Vehicle & Boat – Cleaning / Detailing / Wash shall mean an establishment for the cleaning, detailing, vacuuming and / or washing of vehicles and boats. The square footage shall include all areas under roof, all stalls, bays, or areas for cleaning, detailing, vacuuming and / or washing of vehicles and boats.

Vehicle Fueling Position shall mean any paved area where a vehicle can be fueled. Typical fuel pumps include two vehicles fueling positions. Thus, a gas station or convenience market with eight pumps would have a total 16 vehicular fueling positions. The fee for number of fueling positions is in addition to the fee for any associated convenience store, market, station, superstore or wholesale use.

Vehicle Miles of Capacity (VMC) shall mean a unit to measure the road capacity provided to accommodate vehicle travel made by a private motor vehicle, such as an automobile, van, pickup truck, or motorcycle where each mile of road capacity is counted as one vehicle mile regardless of the number of persons in the vehicle. VMC is calculated by multiplying the length of a road segment by the capacity of the road based on its level of service standard and classification.

Vehicle Miles of Travel (VMT) shall mean a unit to measure vehicle travel made by a private motor vehicle, such as an automobile, van, pickup truck, or motorcycle where each mile traveled is counted as one vehicle mile regardless of the number of persons in the vehicle. VMT is calculated by multiplying the length of a road segment by the total number of vehicles on that road segment.

Vehicle Trip shall mean a trip by one person driving a motor vehicle or a motorcycle.

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CONCLUSION

The City of Palm Coast Transportation Impact Fee update is based upon the most recent and localized data per Florida Statute. The improvements driven fee is based on projected road and intersection improvements needed to meet the future travel demands of growth in the City. The identified improvements will provide increased capacity on roads and intersections throughout the City. The traffic signal synchronization project will improve traffic flow, reduce congestion and increase capacity of major roads throughout the City providing a direct and immediate benefit to new developments that pay the transportation impact fee. The transportation impact fee revenues can also be used towards a 10% local match to expedite improvements identified in the 2040 LRTP that are funded by the Federal Government and the State of Florida. This Technical Report provides the documentation to demonstrate that the updated transportation impact fee meets the dual rational nexus and rough proportionality test. The updated transportation impact fee also encourages infill residential, workforce housing and economic development.

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Appendix A

Traffic Data Report

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Link	Facility	Facility Type	Classification	Length (miles)	Number of Lanes	Divided	Turn Lanes Left	Turn Lanes Right	Signals	Signals / Mile	Speed Limit	2013 AADT	2013 VMT	Day of Count	Background Growth %	2017 AADT	2017 VMT	2017 SV	2017 VMC	Adopted LOS
1200	Belle Terre Parkway			1.86								7,400	13,764	9/24/2013	3.3%	8,476	15,673	39,800	74,028	
1205	Matanzas Woods Parkway to Bird of Paradise Drive			0.71								15,300	10,863	9/26/2013	5.0%	18,597	13,204	39,800	28,258	
1210	Bird of Paradise Drive to Pine Lakes Parkway (North)			0.85								15,800	13,430	4/6/2013	1.4%	16,704	14,198	39,800	33,830	
1215	Pine Lakes Parkway (North) to Bellaire Drive	Arterial	Class 1	0.48	4	Yes	Yes	Yes	5	1.28	45	18,700	8,976	9/17/2013	1.0%	19,459	9,340	39,800	19,104	D
1220	Bellaire Drive to Palm Coast Parkway (WB)		Segment	3.50								18,500	4,070	10/29/2013	1.3%	19,481	4,286	39,800	8,756	
1230	Palm Coast Parkway (WB) to Palm Coast Parkway (EB)		Class 1	0.22	4	Yes	Yes	Yes	5	8.06	45	21,300	2,769	4/11/2013	2.6%	23,603	3,068	39,800	5,174	D
1245	Cypress Point Parkway to Pine Lakes Parkway (South)		Segment	0.27								32,400	8,748	4/11/2013	1.0%	33,716	9,103	39,800	10,746	
1250	Pine Lakes Parkway (South) to Parkview Drive		Segment	1.03								24,000	24,270	4/11/2013	1.0%	24,974	25,274	39,800	40,994	
1255	Parkview Drive to White View Parkway			1.02								24,200	24,684	9/17/2013	1.0%	25,183	25,686	39,800	40,586	
1250	White View Parkway to Rvmfire Drive			0.92								22,200	20,424	20/4/2013	1.6%	25,786	23,723	39,800	36,616	
1255	Rvmfire Drive to Royal Palms Parkway			0.53								25,100	13,303	4/16/2013	3.8%	29,138	15,443	39,800	21,094	
1254	Royal Palms Parkway to East Hampton Boulevard			0.52								24,000	12,480	4/16/2013	2.1%	26,080	13,562	39,800	20,696	
1260	East Hampton Boulevard to SR 100	Arterial	Class 1	1.04	4	Yes	Yes	Yes	7	1.38	45	24,100	25,064	9/19/2013	4.8%	29,071	30,234	39,800	41,392	D
			Segment	5.06																
1263	Belle Terre Blvd.			0.21								5,400	1,134	4/18/2013	1.0%	5,619	1,180	24,200	5,082	
1265	SR 100 to Zebulias Trail			0.84								6,200	5,208	9/17/2013	2.8%	6,924	5,816	24,200	20,328	
1270	Zebulias Trail to Zaun Trail			1.37								3,500	4,795	4/18/2013	3.9%	4,079	5,588	24,200	31,154	
1275	Zaun Trail to Citation Parkway	Arterial	UFH	1.31	2	No	n.a.	n.a.	n.a.	n.a.	50	3,600	4,716	4/18/2013	3.8%	4,179	5,475	24,200	31,702	D
			Segment	3.73																
2420	Bird of Paradise Drive	Collector	UFH	1.31	2	No	n.a.	n.a.	n.a.	n.a.	30	2,200	2,882	9/23/2013	1.0%	2,289	2,999	24,200	31,702	D
2430	Matanzas Woods Parkway to Birchwood Drive			1.01								4,100	4,141	9/5/2013	1.4%	4,334	4,378	24,200	24,462	
			Segment	2.42																
4300	Bullfrog Drive	Collector	Class 2	0.54	2	No	No	No	1	1.11	25	1,700	918	4/23/2013	1.0%	1,769	955	14,800	7,992	D
4310	SR 100 to Central Avenue			0.28																
4320	Central Avenue to Lake Avenue			0.08																
			Segment	0.90																
4400	Central Avenue	Collector	Class 2	0.35	4	Yes	Yes	No	2	2.90	25	4,900	1,715	9/24/2013	1.0%	5,099	1,785	32,400	11,340	
4410	Belle Terre Parkway to Market Avenue			0.11								2,200	242	4/23/2013	1.0%	2,289	252	32,400	3,564	D
4420	Market Avenue to Lake Avenue			0.23								2,200	506	4/23/2013	1.0%	2,289	527	32,400	7,452	
			Segment	0.69																
4430	Landings Blvd to Park Street			0.33								2,300	759	4/23/2013	1.0%	2,393	790	14,800	4,884	
4440	Park Street to Bullfrog Drive			0.16								2,300	368	4/23/2013	1.0%	2,393	383	14,800	2,368	
4450	Bullfrog Drive to Brookhaven Drive			0.29								1,500	435	4/23/2013	1.0%	1,561	453	14,800	4,292	
4460	Brookhaven Drive to Town Center Blvd.	Collector	Class 2	0.41	2	No	No	No	0	0.00	20	1,500	615	4/23/2013	1.0%	1,561	640	14,800	6,068	D
			Segment	1.19																
3312	Citation Parkway	Collector	UFH	0.77	2	No	n.a.	n.a.	n.a.	n.a.	35	200	154	4/18/2013	1.0%	208	160	24,200	18,684	D
3315	Belle Terre Parkway to Lakuna Forest Lane			0.41							40	2,900	1,189	4/18/2013	1.0%	3,018	1,237	24,200	9,922	
			Segment	1.18																
1300	Club House Drive	Collector	Class 2	1.65	2	No	Yes	No	1	0.56	35	2,900	4,285	4/16/2013	1.0%	3,018	4,979	14,800	24,420	D
1310	Palm Harbor Parkway to Palm Coast Parkway (WB)		Segment	0.15								3,100	465	5/28/2013	1.0%	3,226	484	14,800	2,220	
			Segment	1.80																
3105	Colbert Lane		Class 2	0.20								5,100	1,020	8/29/2013	1.4%	5,392	1,078			
3110	Palm Coast Parkway (WB) to Palm Coast Parkway (EB)			1.70								6,900	11,230	8/29/2013	1.0%	7,180	12,206	24,200	41,140	
3120	Palm Coast Parkway (EB) to Waterside Parkway (N)			1.40								4,800	6,720	8/29/2013	1.0%	4,995	6,993	24,200	33,880	
3125	Waterside Parkway (N) to Waterside Park (S)			0.60								5,300	3,180	8/29/2013	1.0%	5,515	3,309	24,200	14,520	
3130	Waterside Park (S) to South Park Road			1.87								5,200	9,724	8/29/2013	1.0%	5,411	10,119	24,200	45,254	
3135	South Park Road to Roberts Road	Arterial	UFH	1.29	2	No	n.a.	n.a.	n.a.	n.a.	55	3,500	4,515	10/22/2013	1.0%	3,642	4,658	24,200	31,218	D
			Segment	7.06																
4200	Cypress Point Parkway			0.22								19,500	4,290	9/24/2013	1.0%	20,292	4,464	32,400	7,128	
4205	Belle Terre Parkway to Pine Cone Drive			0.29								16,100	4,669	9/24/2013	1.0%	16,754	4,859	32,400	9,396	
4210	Pine Cone Drive to Cypress Edges (S)			0.16								17,200	2,752	10/27/2013	1.0%	17,898	2,864	32,400	5,184	
4215	Cypress Edges (S) to Cypress Edges (N)	Arterial	Class 2	0.12	4	Yes	Yes	No	3	3.80	35	30,100	3,612	9/29/2013	1.0%	31,322	3,759	32,400	3,888	D

Link	Facility	Facility Type	Classification	Length (miles)	Number of Lanes	Divided	Turn Lanes Left	Turn Lanes Right	Signals	Signals / Mile	Speed Limit	2013 AADT	2013 VMT	Day of Count	Background Growth %	2017 AADT	2017 VMT	2017 SV	2017 VMC	Adopted LOS
			Segment	0.79																
	Farmsworth Drive																			
2716	Old Kings Road to Florida Park Drive	Collector	Class 2*	0.90	2	No	n.a.	n.a.	n.a.	n.a.	30	2,000	1,800	5/16/2013	1.0%	2,081	1,873	1,332	11,988	D
	Farragut Drive																			
2717	Old Kings Road to Florida Park Drive	Collector	Class 2*	0.97	2	No	n.a.	n.a.	n.a.	n.a.	30	260	252	5/14/2013	1.0%	271	262	1,332	12,920	D
	Fleetwood Drive																			
2714	Old Kings Road to Florida Park Drive	Collector	Class 2*	0.94	2	No	n.a.	n.a.	n.a.	n.a.	30	920	865	5/14/2013	1.0%	957	900	1,332	12,521	D
	Florida Park Drive																			
2090	Palm Harbor Parkway to Forest Hill Drive			0.32																
2100	Forest Hill Drive to Fleetwood Drive			0.64																
2105	Fleetwood Drive to Farragut Drive			0.75																
2110	Farragut Drive to Palm Coast Parkway (WB)			0.63																
2120	Palm Coast Parkway (WB) to Palm Coast Parkway (EB)	Collector	Class 1	0.08	2	No	Yes	No	1	0.52	30	5,200	416	9/5/2013	1.0%	5,411	493	1,480	1,184	D
			Segment	1.92																
	Forest Grove Drive																			
4000	Old Kings Road (W) to Old Kings Road (E)	Collector	Class 2*	0.59	2	No	n.a.	n.a.	n.a.	n.a.	30	3,500	2,065	5/14/2013	1.0%	3,642	2,149	1,332	7,859	D
4010	Old Kings Road (E) to Palm Harbor Parkway			0.41								4,700	1,927	5/16/2013	1.0%	4,891	2,005	1,332	5,461	
			Segment	1.00																
	Frontier Drive																			
2712	Old Kings Road (E) to Palm Harbor Parkway	Collector	Class 2*	1.41	2	No	n.a.	n.a.	n.a.	n.a.	30	1,400	1,596	10/9/2013	1.0%	1,457	1,661	1,332	15,185	D
	Harrove Grade Road																			
3707	US 1 to RR King	Collector	Class 2*	1.00	2	No	n.a.	n.a.	n.a.	n.a.	35	3,500	3,500	10/9/2013	1.0%	3,642	3,642	1,332	13,320	D
	I-95 (SR 9)																			
251	Palm Coast City Limit to Palm Coast Parkway			7.64								45,000	343,800	2012	1.0%	48,500	370,540	93,000	710,520	
292	Palm Coast Parkway to SR 100			5.80								63,200	366,560	2012	1.5%	71,800	416,440	93,000	539,400	
255	SR 100 to Old Dixie Highway	Arterial	Freeway	5.26	6	Yes	n.a.	n.a.	n.a.	n.a.	70	39,000	205,140	2012	1.7%	47,400	249,324	93,000	489,180	C
			Segment	18.70																
	Lakeview Boulevard																			
3925	London Drive to Matanzas Woods Parkway	Collector	UFH	1.33	2	No	n.a.	n.a.	n.a.	n.a.	n.a.	3,200	4,256	5/30/2013	1.0%	3,330	4,429	2,420	37,186	D
	Landines Blvd.																			
4500	SR 100 to Central Avenue	Collector	UFH	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.		1.0%	n.a.	n.a.	n.a.	n.a.	
4510	Central Avenue to Lake Avenue			n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.		1.0%	n.a.	n.a.	n.a.	n.a.	
	Lake Avenue																			
4550	Market Avenue to Landines Blvd.			n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.		1.0%	n.a.	n.a.	n.a.	n.a.	
4560	Landines Blvd to City Place Drive			n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.		1.0%	n.a.	n.a.	n.a.	n.a.	
4570	City Place Drive to Town Center Blvd.	Collector	UFH	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.		1.0%	n.a.	n.a.	n.a.	n.a.	
	Market Avenue																			
4600	Belle Terre Parkway to Central Avenue	Collector	UFH	0.28	2	No	n.a.	n.a.	n.a.	n.a.	25	280	78	9/4/2013	1.0%			2,420	6,776	D
4610	Central Avenue to Lake Avenue			0.28											1.0%					
			Segment	0.28																
	Matanzas Woods Parkway																			
2400	US 1 to Belle Terre Parkway			1.06								4,500	4,770	5/30/2013	5.8%	5,638	5,977	17,700	18,762	
2410	Belle Terre Parkway to Bird of Paradise Drive			0.80								4,700	3,760	5/30/2013	1.0%	4,891	3,913	17,700	14,160	
2415	Bird of Paradise Drive to Old Kings Road	Arterial	Class 1	1.14	2	No	Yes	No	1	0.33	45	5,100	5,814	5/30/2013	3.1%	5,762	6,569	17,700	20,178	D
			Segment	3.00																
	Old Kings Road																			
2700	US 1 to Princess Place Preserve Entrance			1.55								1,900	2,945	5/16/2013	1.0%	1,927	3,065	2,420	37,510	
2702	Princess Place Preserve Entrance to Forest Grove Drive			3.01								2,000	6,020	5/16/2013	1.0%	2,081	6,264	2,420	72,882	
2705	Forest Grove Drive to Farmsworth Drive			1.55								3,600	5,580	5/21/2013	5.5%	4,460	6,913	2,420	37,510	

Link	Facility	Facility Type	Classification	Length (miles)	Number of Lanes	Divided	Turn Lanes		Signals	Signals / Mile	Speed Limit	2013 VMT		Day of Count	Background Growth %	2017 AADT	2017 SVT	2017 VMC	Adopted LOS
							Left	Right				2013 AADT	2013 VMT						
2707	Framsworth Drive to Frontier Drive	Arterial	UHF	0.39	2	No	n.a.	n.a.	n.a.	35	8,000	3,120	10/9/2013	6.0%	10,100	3,939	24200	9.438	D
2710	Frontier Drive to Fleetwood Drive	Arterial	UHF	0.46	2	No	n.a.	n.a.	n.a.	35	10,500	4,830	5/21/2013	1.0%	10,976	5,026	24200	11.132	D
2715	Fleetwood Drive to Fairraut Drive	Arterial	UHF	0.65	2	No	n.a.	n.a.	n.a.	35	12,600	8,190	5/21/2013	1.0%	13,112	8,523	24200	15.730	D
2720	Fairraut Drive to Palm Coast Parkway	Arterial	Class 1 Segment	7.61	4	Yes	Yes	1	2.56	35	15,600	6,084	5/21/2013	1.0%	16,233	6,331	39,800	15.522	D
2730	Palm Coast Parkway to Utility Drive	Arterial	UHF	0.39	2	No	n.a.	n.a.	n.a.	35	8,400	5,292	10/9/2013	1.3%	8,845	5,573	24200	15.246	D
2735	Utility Drive to Oak Trails Boulevard	Arterial	UHF	0.63	2	No	n.a.	n.a.	n.a.	35	7,300	1,825	9/12/2013	1.7%	7,809	1,952	24200	6.050	D
2740	Oak Trails Boulevard to Town Center Boulevard	Arterial	UHF	3.55	2	No	n.a.	n.a.	n.a.	45	6,700	23,785	9/12/2013	4.2%	7,899	28,040	24200	85.910	D
2745	Town Center Boulevard to SR 100	Arterial	UHF	1.61	4	Yes	n.a.	n.a.	n.a.	50	6,500	10,465	5/23/2013	2.6%	7,203	11,597	65,600	105.616	D
2750	SR 100 to Palm Coast City Limit	Arterial	UHF	0.30	2	No	n.a.	n.a.	n.a.	50	8,400	2,570	5/23/2013	4.4%	9,979	2,994	24200	7.260	D
2800	Palm Coast Parkway	Arterial	Class 1 Segment	0.53	4	Yes	Yes	1	1.89	45	10,400	5,512	4/30/2013	1.3%	10,951	5,804	39,800	21.094	D
2815	Palm Coast Parkway (Eastbound)	Arterial	Class 1 (One Way)	1.22	2	One Way	Yes	2	1.06	45	10,200	12,444	9/12/2013	1.0%	10,614	12,949	21,300	25.986	D
2825	Belle Terre Parkway to Cypress Point Parkway	Arterial	UHF	0.60	3	Yes	Yes	3	3.33	40	16,300	10,758	10/22/2013	1.0%	16,962	11,195	32,100	21.186	D
2820	Cypress Point Parkway (Westbound)	Arterial	Class 1 (One Way)	0.65	3	One Way	Yes	2	1.10	40	17,700	11,505	10/22/2013	1.0%	18,419	11,972	35,940	23.361	D
2810	Belle Terre Parkway to Pine Lakes Parkway	Arterial	UHF	1.16	2	Yes	Yes	1	1.89	45	9,800	11,368	4/31/2013	1.0%	10,198	11,830	23,880	27.701	D
2826	Cypress Point Parkway to L95 South Bound Ramps	Arterial	UHF	0.67	6	Yes	Yes	3	3.33	40	42,600	11,502	10/22/2013	1.0%	44,330	11,969	59,900	16.173	D
2827	L95 South Bound Ramps to L95 North Bound Ramps	Arterial	UHF	0.24	6	Yes	Yes	3	3.33	40	41,600	16,224	5/7/2013	1.0%	43,289	16,883	59,900	23.361	D
2830	L95 North Bound Ramps to Old Kings Road	Arterial	UHF	0.90	3	One Way	Yes	3	1.69	45	6,000	5,580	5/9/2013	1.0%	6,244	5,807	35,940	33.424	D
2845	Old Kings Road to Florida Park Drive	Arterial	UHF	0.34	2	Yes	Yes	1	0.90	45	15,000	5,100	4/30/2013	1.0%	15,609	5,307	35,940	12.220	D
2855	Florida Park Drive to Club House Drive	Arterial	UHF	0.26	2	Yes	Yes	1	0.90	45	9,400	3,068	4/30/2013	1.0%	9,782	3,130	23,880	7.682	D
2865	Club House Drive to Colbert Lane	Arterial	UHF	0.25	3	One Way	Yes	3	1.90	40	11,800	3,304	4/30/2013	1.0%	12,279	3,438	23,880	6.885	D
2875	Colbert Lane to Palm Harbor Parkway	Arterial	UHF	0.93	2	One Way	Yes	2	1.90	40	15,400	5,082	5/7/2013	1.0%	16,025	5,288	23,880	7.880	D
2870	Palm Coast Parkway (Westbound)	Arterial	UHF	1.78	2	No	No	2	2.67	35	6,600	4,290	5/9/2013	1.9%	7,116	4,625	23,880	15.522	D
2860	Colbert Lane to Club House Drive	Arterial	UHF	0.32	2	No	No	2	0.90	45	9,400	3,068	5/9/2013	1.0%	9,782	3,130	23,880	7.682	D
2850	Club House Drive to Florida Park Drive	Arterial	UHF	0.28	2	One Way	Yes	2	1.90	40	11,800	3,304	4/30/2013	1.0%	12,279	3,438	23,880	6.885	D
2840	Florida Park Drive to Old Kings Road	Arterial	UHF	0.33	2	One Way	Yes	2	1.90	40	15,400	5,082	5/7/2013	1.0%	16,025	5,288	23,880	7.880	D
2880	Palm Coast Parkway (Hammock Dunes Parkway)	Arterial	Class 1 Segment	1.11	2	No	Yes	1	0.90	45	10,400	11,544	5/9/2013	1.0%	10,822	12,013	17,700	19.697	D
2900	Forest Grove Drive to Florida Park Drive	Collector	UHF	1.61	2	No	n.a.	n.a.	n.a.	45	4,900	7,889	9/4/2013	4.1%	5,754	9,265	24,200	38.962	D
2910	Florida Park Drive to Club House Drive	Collector	UHF	1.78	2	No	n.a.	n.a.	n.a.	45	4,400	7,832	9/4/2013	1.0%	4,579	8,450	24,200	43.076	D
2920	Club House Drive to Palm Coast Parkway	Collector	Class 2 Segment	3.39	2	No	No	2	2.67	35	5,200	3,900	9/4/2013	1.0%	5,411	4,058	14,800	11.100	D
3000	Pine Lakes Parkway	Collector	UHF	1.21	2	No	n.a.	n.a.	n.a.	45	3,600	4,356	10/22/2013	2.8%	4,020	4,865	17,700	21.417	D
3002	Palm Coast Parkway to Commerce Boulevard	Collector	UHF	0.15	2	No	n.a.	n.a.	n.a.	45	9,000	1,350	5/30/2013	1.2%	9,440	1,416	17,700	2.655	D
3010	Commerce Boulevard to White Mill Drive	Collector	UHF	1.85	2	No	Yes	2	0.40	45	8,500	15,725	10/22/2013	1.0%	8,845	16,363	17,700	32.745	D
3020	White Mill Drive to Belle Terre Parkway (S)	Collector	UHF	1.81	2	No	Yes	2	0.40	45	12,300	22,263	5/30/2013	1.0%	12,799	23,167	17,700	37.087	D
3911	White View Parkway to Rvmfire Drive	Collector	UHF	0.56	2	No	n.a.	n.a.	n.a.	45	4,500	2,520	4/30/2013	4.6%	5,387	3,017	24,200	13.552	D
3200	Royal Palms Parkway	Collector	UHF	0.68	2	No	n.a.	n.a.	n.a.	55	5,400	3,672	10/9/2013	5.9%	6,792	4,618	17,700	12.036	D

Link	Facility	Facility Type	Classification	Length (miles)	Number of Lanes	Divided	Turn Lanes		Signals	Signals / Mile	Speed Limit	2013 VMT		Background Growth %	2017 VMT	2017 SV	2017 VMC	Adopted LOS
							Left	Right				2013 AADT	Day of Count					
3210	Rumfire Drive to Belle Terre Parkway	Arterial	Class 1	2.05		No	Yes	No	1	0.23	45	5,200	5/23/2013	5.3%	6,417	13,156	17,700	36,285
3212	Belle Terre Parkway to Town Center Boulevard	Arterial	Segment	1.57	2	No						7,000	10/9/2013	1.0%	7,284	11,436	17,700	27,789
				4.30														
3215	Rumfire Drive	Collector	UFH	1.71	2	No		n.a.	n.a.	0.00	45	3,300	4/18/2013	1.0%	3,434	5,872	24,200	41,382
3225	Royal Palms Parkway to Ravenwood Drive	Collector	UFH	1.34								5,000	4/18/2013	1.0%	5,203	6,972	24,200	32,428
				3.05														
3325	Sesame Boulevard to US 1	Collector	UFH	1.45	2	No		n.a.	n.a.	n.a.	50	4,000	4/25/2013	1.0%	4,162	4,287	24,200	22,830
3300	Ulatuna Place to Citation Parkway	Collector	UFH	1.45	2	No		n.a.	n.a.	n.a.	50	4,000	4/25/2013	1.0%	4,162	4,287	24,200	22,830
3310	Citation Parkway to Sesame Boulevard	Collector	UFH	1.37								4,200	5/7/2013	1.0%	4,371	5,988	24,200	33,154
3305	Sesame Boulevard to US 1	Collector	UFH	1.37								4,200	5/7/2013	1.0%	4,371	5,988	24,200	33,154
				4.97														
3320	Sesame Boulevard	Collector	UFH	2.92	2	No		n.a.	n.a.	n.a.	45	1,300	5/23/2013	1.0%	1,353	3,950	24,200	70,664
				2.70														
3560	John Anderson Drive to Colbert Lane	Arterial	State Class 1	1.17	4	Yes	Yes	No	2	0.74	55	17,500	6/4/2013	1.5%	18,574	21,731	39,800	46,566
3550	Colbert Lane to Tuscan Blvd.	Arterial	State Class 1	0.46								18,200	6/4/2013	1.0%	18,939	8,712	39,800	48,308
3540	Tuscan Blvd. to Old Kings Road	Arterial	State Class 1	1.07	4	Yes	Yes	No			55	18,500	6/4/2013	1.0%	19,251	20,599	39,800	47,586
				2.70														
3530	Old Kings Road to L95	Arterial	State Class 1	0.49	4	Yes	Yes	No	6	1.96	55	25,700	6/4/2013	2.0%	27,819	13,631	39,800	19,502
3525	L95 to Memorial Medical Parkway	Arterial	State Class 1	0.77								31,200	6/4/2013	1.0%	32,467	8,766	39,800	10,746
3520	Memorial Medical Parkway to Seminole Woods Parkway	Arterial	State Class 1	0.35								28,400	6/4/2013	1.0%	29,533	10,344	39,800	13,920
3515	Seminole Woods Parkway to Bulldog Drive	Arterial	State Class 1	0.27								27,000	6/4/2013	1.0%	28,096	7,586	39,800	10,746
3510	Bulldog Drive to Landings Blvd.	Arterial	State Class 1	0.78								26,100	6/4/2013	1.7%	31,772	24,782	39,800	31,044
3505	Landings Blvd. to Belle Terre Parkway	Arterial	State Class 1	0.45								26,100	6/4/2013	1.4%	27,593	12,417	39,800	17,910
3500	Belle Terre Parkway to Palm Coast City Limits	Arterial	State Class 1	0.45	4	Yes	Yes	No			55	17,900	9/12/2013	1.0%	18,627	8,382	39,800	17,910
				3.06														
				0.29	4	Yes						3,800	4/25/2013	1.0%	3,954	1,147	65,600	19,024
4100	SR 100 to Hospital Drive	Collector	Class 1	0.39								4,000	4/25/2013	1.0%	4,162	1,623	65,600	25,584
4110	Hospital Drive to Central Avenue	Collector	Class 1	0.30								4,000	9/12/2013	1.0%	4,579	1,374	24,200	7,260
4120	Central Avenue to Lake Avenue	Collector	UFH	0.59	2	No		n.a.	n.a.	n.a.	25	4,300	9/12/2013	1.0%	4,475	2,640	24,200	14,278
4130	Lake Avenue to Royal Palm Parkway	Collector	UFH	0.25								6,900	9/12/2013	1.0%	7,180	1,795	24,200	6,050
4140	Royal Palm Parkway to Old Kings Road	Collector	UFH	1.82														
				2.01	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.							
4145	Old Kings Road to SR100	Collector	Class 1	2.01	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.	n.a.							
				0.76								11,300	8/20/2013	5.3%	13,893	10,559	39,800	30,248
3700	St. Johns County Line to Old Kings Road	Arterial	State Class 1	2.61								10,000	8/20/2013	3.4%	11,431	29,835	39,800	103,878
3702	Old Kings Road to Matanzas Woods Parkway	Arterial	State Class 1	3.65								8,900	8/20/2013	1.1%	9,298	33,938	39,800	195,270
3705	Matanzas Woods Parkway to Palm Coast Parkway	Arterial	State Class 1	2.11								13,000	8/20/2013	1.0%	13,528	28,544	39,800	83,978
3710	Palm Coast Parkway to White View Parkway	Arterial	State Class 1	1.78								14,400	8/22/2013	1.0%	14,985	26,673	39,800	70,844
3720	White View Parkway to Royal Palms Parkway	Arterial	State Class 1	1.07	4	Yes	Yes	No	3	0.25	60	15,200	8/22/2013	1.0%	15,817	16,924	39,800	47,586
3725	Royal Palms Parkway to Espanola Road	Arterial	State Class 1	11.98								10,200	8/22/2013	1.4%	10,783	6,146	39,800	22,686
				0.57								12,700	8/22/2013	1.6%	13,533	12,479	39,800	35,820
3750	Belle Terre Parkway to DuPont Road	Arterial	State Class 1	1.04	4	Yes	Yes	No	2	0.69	60	12,700	8/22/2013	2.8%	14,183	14,751	39,800	41,392
3755	DuPont Road to Seminole Woods Parkway	Arterial	State Class 1	0.37								13,400	8/22/2013	1.0%	13,944	5,159	39,800	14,726
2335	Seminole Woods Parkway to Palm Coast City Limit	Arterial	Segment	2.88														
				0.39	2	No		n.a.	n.a.	n.a.	40	3,300	4/30/2013	2.6%	3,657	1,426	24,200	9,438
3915	White Mill Drive	Collector	UFH	0.39	2	No		n.a.	n.a.	n.a.	40	3,300	4/30/2013	2.6%	3,657	1,426	24,200	9,438
				0.88	4	Yes												
3920	US 1 to White Mill Drive	Arterial	Class 1	1.53	2	No	Yes	No	1	0.28	45	5,300	8/27/2013	3.9%	6,176	5,435	39,800	35,024
3910	White Mill Drive to Belle Terre Parkway	Arterial	Class 1	1.11								6,100	8/27/2013	4.8%	7,358	11,258	17,700	27,081
3900	Belle Terre Parkway to Pritchard Drive	Arterial	Class 1	1.11								2,900	8/27/2013	2.6%	3,214	3,567	17,700	19,647
				3.57														

Freeway = Interstate Highway, State = State Highway, UFH = Uninterrupted Flow Highway, Class 1 = 40 mph or higher speed limit, Class 2 = 35 mph or lower speed limit, PMPH = P.M. Peak Hour, K (actual) = Measured Peak Hour Factor.

Appendix B

2013 FDOT Generalized LOS Tables

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Generalized **Annual Average Daily** Volumes for Florida's
Urbanized Areas

TABLE 1

12/18/12

INTERRUPTED FLOW FACILITIES						UNINTERRUPTED FLOW FACILITIES					
STATE SIGNALIZED ARTERIALS						FREEWAYS					
Class I (40 mph or higher posted speed limit)						Core Urbanized					
Lanes	Median	B	C	D	E	Lanes	B	C	D	E	
2	Undivided	*	16,800	17,700	**	4	47,400	64,000	77,900	84,600	
4	Divided	*	37,900	39,800	**	6	69,900	95,200	116,600	130,600	
6	Divided	*	58,400	59,900	**	8	92,500	126,400	154,300	176,600	
8	Divided	*	78,800	80,100	**	10	115,100	159,700	194,500	222,700	
						12	162,400	216,700	256,600	268,900	
Class II (35 mph or slower posted speed limit)						Urbanized					
Lanes	Median	B	C	D	E	Lanes	B	C	D	E	
2	Undivided	*	7,300	14,800	15,600	4	45,800	61,500	74,400	79,900	
4	Divided	*	14,500	32,400	33,800	6	68,100	93,000	111,800	123,300	
6	Divided	*	23,300	50,000	50,900	8	91,500	123,500	148,700	166,800	
8	Divided	*	32,000	67,300	68,100	10	114,800	156,000	187,100	210,300	
Non-State Signalized Roadway Adjustments (Alter corresponding state volumes by the indicated percent.)						Freeway Adjustments					
Non-State Signalized Roadways - 10%						Auxiliary Lanes Present in Both Directions + 20,000					
						Ramp Metering + 5%					
Median & Turn Lane Adjustments						UNINTERRUPTED FLOW HIGHWAYS					
Lanes	Median	Exclusive Left Lanes	Exclusive Right Lanes	Adjustment Factors		Lanes	Median	B	C	D	E
2	Divided	Yes	No	+5%		2	Undivided	8,600	17,000	24,200	33,300
2	Undivided	No	No	-20%		4	Divided	36,700	51,800	65,600	72,600
Multi	Undivided	Yes	No	-5%		6	Divided	55,000	77,700	98,300	108,800
Multi	Undivided	No	No	-25%							
-	-	-	Yes	+5%							
One-Way Facility Adjustment Multiply the corresponding two-directional volumes in this table by 0.6						Uninterrupted Flow Highway Adjustments					
						Lanes	Median	Exclusive left lanes	Adjustment factors		
						2	Divided	Yes	+5%		
						Multi	Undivided	Yes	-5%		
						Multi	Undivided	No	-25%		
BICYCLE MODE² (Multiply motorized vehicle volumes shown below by number of directional roadway lanes to determine two-way maximum service volumes.)						¹ Values shown are presented as two-way annual average daily volumes for levels of service and are for the automobile/truck modes unless specifically stated. This table does not constitute a standard and should be used only for general planning applications. The computer models from which this table is derived should be used for more specific planning applications. The table and deriving computer models should not be used for corridor or intersection design, where more refined techniques exist. Calculations are based on planning applications of the Highway Capacity Manual and the Transit Capacity and Quality of Service Manual.					
Paved Shoulder/Bicycle Lane Coverage						² Level of service for the bicycle and pedestrian modes in this table is based on number of motorized vehicles, not number of bicyclists or pedestrians using the facility.					
	B	C	D	E		³ Buses per hour shown are only for the peak hour in the single direction of the higher traffic flow.					
0-49%	*	2,900	7,600	19,700		* Cannot be achieved using table input value defaults.					
50-84%	2,100	6,700	19,700	>19,700		** Not applicable for that level of service letter grade. For the automobile mode, volumes greater than level of service D become F because intersection capacities have been reached. For the bicycle mode, the level of service letter grade (including F) is not achievable because there is no maximum vehicle volume threshold using table input value defaults.					
85-100%	9,300	19,700	>19,700	**							
PEDESTRIAN MODE² (Multiply motorized vehicle volumes shown below by number of directional roadway lanes to determine two-way maximum service volumes.)											
Sidewalk Coverage	B	C	D	E							
0-49%	*	*	2,800	9,500							
50-84%	*	1,600	8,700	15,800							
85-100%	3,800	10,700	17,400	>19,700							
BUS MODE (Scheduled Fixed Route)³ (Buses in peak hour in peak direction)											
Sidewalk Coverage	B	C	D	E							
0-84%	> 5	≥ 4	≥ 3	≥ 2							
85-100%	> 4	≥ 3	≥ 2	≥ 1							
						<i>Source:</i> Florida Department of Transportation Systems Planning Office www.dot.state.fl.us/planning/systems/sm/los/default.shtm					

TABLE 1
(continued)

Generalized Annual Average Daily Volumes for Florida's
Urbanized Areas

12/18/12

INPUT VALUE ASSUMPTIONS	Uninterrupted Flow Facilities				Interrupted Flow Facilities					
	Freeways	Core Freeways	Highways		State Arterials				Class I	
					Class I		Class II		Bicycle	Pedestrian
ROADWAY CHARACTERISTICS										
Area type (u,lu)	lu	lu	u	u	u	u	u	u	u	u
Number of through lanes (both dir.)	4-10	4-12	2	4-6	2	4-8	2	4-8	4	4
Posted speed (mph)	70	65	50	50	45	50	30	30	45	45
Free flow speed (mph)	75	70	55	55	50	55	35	35	50	50
Auxiliary Lanes (n,y)	n	n								
Median (n, nr, r)			n	r	n	r	n	r	r	r
Terrain (l,r)	1	1	1	1	1	1	1	1	1	1
% no passing zone			80							
Exclusive left turn lane impact (n, y)			[n]	y	y	y	y	y	y	y
Exclusive right turn lanes (n, y)					n	n	n	n	n	n
Facility length (mi)	4	4	5	5	2	2	1.9	1.8	2	2
Number of basic segments	4	4								
TRAFFIC CHARACTERISTICS										
Planning analysis hour factor (K)	0.090	0.085	0.090	0.090	0.090	0.090	0.090	0.090	0.090	0.090
Directional distribution factor (D)	0.547	0.547	0.550	0.550	0.550	0.560	0.565	0.560	0.565	0.565
Peak hour factor (PHF)	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000	1.000
Base saturation flow rate (pcphpl)			1,700	2,100	1,950	1,950	1,950	1,950	1,950	1,950
Heavy vehicle percent	4.0	4.0	2.0	2.0	1.0	1.0	1.0	1.0	2.5	2.0
Local adjustment factor	0.91	0.91	0.97	0.98						
% left turns					12	12	12	12	12	12
% right turns					12	12	12	12	12	12
CONTROL CHARACTERISTICS										
Number of signals					4	4	10	10	4	6
Arrival type (1-6)					3	3	4	4	4	4
Signal type (a, c, p)					c	c	c	c	c	c
Cycle length (C)					120	150	120	120	120	120
Effective green ratio (g/C)					0.44	0.45	0.44	0.44	0.44	0.44
MULTIMODAL CHARACTERISTICS										
Paved shoulder/bicycle lane (n, y)									n, 50%, y	n
Outside lane width (n, t, w)									t	t
Pavement condition (d, t, u)									t	
On-street parking (n, y)										
Sidewalk (n, y)										n, 50%, y
Sidewalk/roadway separation(a, t, w)										t
Sidewalk protective barrier (n, y)										n
LEVEL OF SERVICE THRESHOLDS										
Level of Service	Freeways	Highways		Arterials		Bicycle	Ped	Bus		
	Density	Two-Lane	Multilane	Class I	Class II	Score	Score	Buses/hr.		
		%ffs	Density						ats	ats
B	≤ 17	> 83.3	≤ 17	> 31 mph	> 22 mph	≤ 2.75	≤ 2.75	≤ 6		
C	≤ 24	> 75.0	≤ 24	> 23 mph	> 17 mph	≤ 3.50	≤ 3.50	≤ 4		
D	≤ 31	> 66.7	≤ 31	> 18 mph	> 13 mph	≤ 4.25	≤ 4.25	< 3		
E	≤ 39	> 58.3	≤ 35	> 15 mph	> 10 mph	≤ 5.00	≤ 5.00	< 2		

% ffs = Percent free flow speed ats = Average travel speed

Appendix C

Model Data

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ROADWAY			Existing - 2017 Counts										2040 CFRPM Volumes				2040 IMPVMT	Comments
FROM	TO	DIR	EXISTING LANES	Adopted LOS	PM Pk-Hr TWO-WAY CAPACITY at LOS	EQUIVALENT DAILY CAPACITY at LOS	Annual Growth Rate	2017 AADT	K100 Factor	2017 PM Pk-Hr Two-Way Volume	Daily V/C	ADVERSE?	2040 Daily Model Volumes	Daily Model Capacity	Model V/C	ADVERSE?		
BELLE TERRE BLVD/PKWY																		
US 1	CITATION PKWY	NB	2LU	D	2,170	24,200	3.80%	3,800	0.096	365	0.16	NO	1,699	17,200	0.10	NO		
		SB																
	CITATION PKWY	NB	2LU	D	2,170	24,200	3.90%	4,000	0.093	372	0.17	NO	2,321	17,200	0.13	NO		
		SB																
	ZUNA TRAIL	NB	2LU	D	2,170	24,200	2.80%	6,600	0.091	601	0.27	NO	3,081	17,200	0.18	NO		
		SB																
	ZEBULAS TRAIL	NB	2LU	D	2,170	24,200	1.00%	8,400	0.090	756	0.35	NO	5,774	17,200	0.34	NO		
		SB																
	SR 100	NB	4LD	D	3,222	39,800	1.79%	22,000	0.084	1,848	0.55	NO	27,289	39,200	0.70	NO		
		SB																
	EAST HAMPTON BLVD	NB	4LD	D	3,222	39,800	1.00%	25,400	0.083	2,108	0.64	NO	25,335	39,200	0.65	NO		
		SB																
	ROYAL PALMS PKWY	NB	4LD	D	3,222	39,800	1.29%	25,700	0.085	2,185	0.65	NO	29,162	39,200	0.74	NO		
		SB																
	RYMFIRE DR	NB	4LD	D	3,222	39,800	1.60%	23,900	0.083	1,984	0.60	NO	25,568	39,200	0.65	NO		
		SB																
	WHITE VIEW PKWY	NB	4LD	D	3,222	39,800	1.00%	22,800	0.082	1,870	0.57	NO	20,746	39,200	0.53	NO		
		SB																
	PARKVIEW DR (S)	NB	4LD	D	3,222	39,800	1.00%	26,300	0.078	2,051	0.66	NO	25,737	37,600	0.68	NO		
		SB																
	PINE LAKES PKWY (S)	NB	4LD	D	3,222	39,800	1.00%	34,000	0.080	2,720	0.85	NO	25,185	37,600	0.67	NO	6 Ln	System Continuity
		SB																
	CYPRESS POINT PKWY	NB	4LD	D	3,222	39,800	2.60%	21,100	0.079	1,667	0.53	NO	43,159	37,600	1.15	YES	6 Ln	6L Recommended
		SB																
	PALM COAST PKWY (EB)	NB	4LD	D	3,222	39,800	1.30%	24,700	0.085	2,100	0.62	NO	27,968	37,600	0.74	NO		
		SB																
	PALM COAST PKWY (WB)	NB	4LD	D	3,222	39,800	1.00%	17,400	0.082	1,427	0.44	NO	18,787	29,600	0.63	NO		
		SB																
	BELLAIRE DR	NB	4LD	D	3,222	39,800	1.40%	14,700	0.088	1,294	0.37	NO	12,759	29,600	0.43	NO		
		SB																
	PINE LAKES PKWY (N)	NB	4LD	D	3,222	39,800	5.00%	14,100	0.085	1,199	0.35	NO	15,048	29,600	0.51	NO		
		SB																
	BIRD OF PARADISE DR	NB	4LD	D	3,222	39,800	3.30%	6,600	0.092	607	0.17	NO	5,778	29,600	0.20	NO		
		SB																
BIRD OF PARADISE DR																		
	BELLE TERRE PKWY	NB	2LU	D	2,170	24,200		3,000	0.085	255	0.12	NO	9,420	23,000	0.41	NO		
		SB																
	BIRCHWOOD DR	NB	2LU	D	2,170	24,200		2,900	0.090	261	0.12	NO	8,396	23,000	0.37	NO		
		SB																
BULLDOG DR																		
	SR 100	NB	2LU	D	1,197	14800		2,800	0.104	291	0.19	NO				Yes		4L Recommended; Required due to Town Center Growth (not in the model) based on Professional Experience.
		SB																
CLUB HOUSE DRIVE																		
	PALM COAST PKWY (EB)	NB	2LU	D	1,197	14,800	1.00%	3,400	0.073	248	0.23	NO	2,165	12,000	0.18	NO		
		SB																
	PALM COAST PKWY (WB)	NB	2LU	D	1,197	14,800	1.00%	3,400	0.081	275	0.23	NO	2,766	12,000	0.23	NO		
		SB																
	CASPER DR	NB	2LU	D	1,197		1.00%	3,400	0.081	275		NO	3,857	23,000	0.17	NO		
		SB																
COLBERT LANE																		
	SR 100	NB	2LU	D	2,170	24,200	1.00%	4,600	0.069	311	0.19	NO	8,951	11,200	0.80	NO		
		SB																
	ROBERTS RD	NB	2LU	D	2,170	24,200	1.00%	6,200	0.088	546	0.26	NO	7,255	20,800	0.35	NO		
		SB																
	SOUTH PARK RD	NB	2LU	D	2,170	24,200	1.00%	6,300	0.085	536	0.26	NO	7,252	20,800	0.35	NO		
		SB																
	WATERSIDE PKWY (S)	NB	2LU	D	2,170	24,200	1.00%	5,500	0.081	446	0.23	NO	2,311	12,000	0.19	NO		
		SB																
	WATERSIDE PKWY (N)	NB	2LU	D	2,170	24,200	1.00%	7,900	0.079	624	0.33	NO	5,345	12,000	0.45	NO		
		SB																
	PALM COAST PKWY (EB)	NB	2LU	D	2,170	14,800	1.40%	5,500	0.070	385	0.37	NO	3,417	12,000	0.28	NO		
		SB																

ROADWAY			Existing - 2017 Counts									2040 CFRPM Volumes				2040 IMPVMT	Comments	
FROM	TO	DIR	EXISTING LANES	Adopted LOS	PM Pk-Hr TWO-WAY CAPACITY at LOS	EQUIVALENT DAILY CAPACITY at LOS	Annual Growth Rate	2017 AADT	K100 Factor	2017 PM Pk-Hr Two-Way Volume	Daily V/C	ADVERSE?	2040 Daily Model Volumes	Daily Model Capacity	Model V/C			ADVERSE?
CYPRESS POINT PARKWAY																		
BELLE TERRE PKWY	PINE CONE DR	NB	4LD	D	2,628	32,400	1.00%	19,000	0.080	1,520	0.59	NO	22,667	33,600	0.67	NO		
		SB																
PINE CONE DR	CYPRESS EDGE DR (S)	NB	4LD	D	2,628	32,400	1.00%	18,100	0.076	1,376	0.56	NO	22,023	33,600	0.66	NO		
		SB																
CYPRESS EDGE DR (S)	CYPRESS EDGE DR (N)	NB	4LD	D	2,628	32,400	1.00%	16,900	0.083	1,403	0.52	NO	23,842	33,600	0.71	NO		
		SB																
CYPRESS EDGE DR (N)	PALM COAST PKWY	NB	4LD	D	2,628	32,400	1.00%	31,100	0.079	2,457	0.96	NO	23,842	33,600	0.71	NO		
		SB																
FLORIDA PARK DRIVE																		
PALM COAST PKWY (EB)	PALM COAST PKWY (WB)	NB	2LU	D	1,197	14,800	1.00%	5,600	0.093	521	0.38	NO	1,623	12,000	0.14	NO		
		SB																
PALM COAST PKWY (WB)	FARRAGUT DR	NB	2LU	D	1,197	14,800	1.00%	8,100	0.095	770	0.55	NO	2,686	12,000	0.22	NO		
		SB																
FARRAGUT DR	FLEETWOOD DR	NB	2LU	D	1,197	14,800	1.00%	8,100	0.089	721	0.55	NO	2,637	12,000	0.22	NO		
		SB																
FLEETWOOD DR	FOREST HILL DR	NB	2LU	D	1,197	14,800	1.00%	6,600	0.090	594	0.45	NO	5,291	23,000	0.23	NO		
		SB																
FOREST HILL DR	PALM HARBOR PKWY	NB	2LU	D	1,197	14,800	1.00%	5,700	0.085	485	0.39	NO	5,291	23,000	0.23	NO		
		SB																
HARGROVE GRADE ROAD																		
CR 13	OTIS STONE HUNTER	NB	NEW 2LU	D			1.00%	3,400	0.090	306		YES				NO		
		SB																
OTIS STONE HUNTER	PALM COAST PKWY EXT	NB	NEW 2LU	D			1.00%		0.090	0		NO				NO		
		SB																
MATANZAS WOODS PARKWAY																		
US-1	BELLE TERRE PKWY	EB	2LU	D	1,440	17,700	5.80%	4,000	0.100	400	0.23	NO	25,782	15,930	1.62	YES	4 Ln	4L Recommended; Future Model Capacity set to Signalized Non-State Roadway Capacity
		WB																
BELLE TERRE PKWY	BIRDS OF PARADISE DR	EB	2LU	D	1,440	17,700	1.00%	8,200	0.075	615	0.46	NO	24,670	15,930	1.55	YES	4 Ln	4L Recommended; Future Model Capacity set to Signalized Non-State Roadway Capacity
		WB																
BIRDS OF PARADISE DR	OLD KINGS RD (S)	EB	2LU	D	1,440	17,700	3.10%	10,700	0.070	749	0.60	NO	32,390	15,930	2.03	YES	4 Ln	4L Recommended; Future Model Capacity set to Signalized Non-State Roadway Capacity
		WB																
OLD KINGS RD																		
PALM COAST CITY LIMIT	SR 100	NB	2LU	D	2,170	24,200	4.40%	7,600	0.091	692	0.31	NO	18,039	23,000	0.78	NO		May need to break at south boundary of SOKR DRI when becomes interrupted flow
		SB																
SR 100	TOWN CENTER BLVD	NB	4LD	D	5,900	65,600	2.60%	8,900	0.081	721	0.14	NO	23,805	35,820	0.66	NO		Future Model Capacity set to Signalized Non-State Roadway Capacity
		SB																
TOWN CENTER BLVD	OAK TRAILS BLVD	NB	2LU	D	2,170	24,200	4.20%	8,700	0.083	722	0.36	NO	16,412	15,930	1.03	YES		4L Recommended
		SB																
OAK TRAILS BLVD	UTILITY DR	NB	2LU	D	2,170	24,200	1.70%	9,000	0.086	774	0.37	NO	13,762	15,930	0.86	YES		4L Recommended; Also improve for system continuity
		SB																
UTILITY DR	PALM COAST PKWY	NB	2LU	D	2,170	24,200	1.30%	10,700	0.080	856	0.44	NO	19,596	15,930	1.23	YES		4L Recommended
		SB																
PALM COAST PKWY	FARRAGUT DR	NB	4LD	D	3,580	39,800	1.00%	18,700	0.072	1,346	0.47	NO	17,751	56,400	0.31	NO		
		SB																
FARRAGUT DR	FLEETWOOD DR	NB	2LU	D	2,170	24,200	1.00%	13,700	0.077	1,055	0.57	NO	15,547	75,200	0.21	NO		
		SB																
FLEETWOOD DR	FRONTIER DR	NB	2LU	D	2,170	24,200	1.00%	11,600	0.079	916	0.48	NO	8,525	75,200	0.11	NO		
		SB																

ROADWAY			Existing - 2017 Counts									2040 CFRPM Volumes				2040 IMPVMT	Comments
FROM	TO	DIR	EXISTING LANES	Adopted LOS	PM Pk-Hr TWO-WAY CAPACITY at LOS	EQUIVALENT DAILY CAPACITY at LOS	Annual Growth Rate	2017 AADT	K100 Factor	2017 PM Pk-Hr Two-Way Volume	Daily V/C	ADVERSE?	2040 Daily Model Volumes	Daily Model Capacity	Model V/C		
FRONTIER DR	FARMSWORTH DR	NB	2LU	D	2,170	24,200	6.00%	8,600	0.087		0.36	NO	8,151	75,200	0.11	NO	
		SB															
FARMSWORTH DR	FOREST GROVE DR	NB	2LU	D	2,170	24,200	5.50%	4,900	0.079	387	0.20	NO	8,095	75,200	0.11	NO	
		SB															
FOREST GROVE DR	PRINCESS PL PRESERVE	NB	2LU	D	2,170	24,200	1.00%	1,300	0.098	127	0.05	NO	6,922	23,000	0.30	NO	
		SB															
PRINCESS PL PRESERVE	US 1	NB	2LU	D	2,170	24,200	1.00%	1,400	0.103	144	0.06	NO	1,546	11,800	0.13	NO	
		SB															
PALM COAST PARKWAY																	
US-1	PINE LAKES PKWY	EB	4LD	D	3,580	39,800	1.30%	12,700	0.084	1,067	0.32	NO	25,494	75,200	0.34	NO	
		WB															
PINE LAKES PKWY	BELLE TERRE PKY	EB	2L-1 WAY	D	2,150	23,880	1.00%	10,600	0.089	943	0.44	NO	15,516	37,600	0.41	NO	
		WB	2L-1 WAY	D	2,150	23,880	1.00%	18,500	0.075	1,388	0.77	NO	13,846	37,600	0.37	NO	
BELLE TERRE PKY	CYPRESS POINT PKWY	EB	3L-1 WAY	D	3,240	35,940	1.00%	17,000	0.078	1,326	0.47	NO	13,132	56,400	0.23	NO	
		WB	3L-1 WAY	D	3,240	35,940	1.00%	10,100	0.085	859	0.28	NO	10,017	56,400	0.18	NO	
CYPRESS POINT PKWY	I-95 SB RAMPS	EB	6LD	D	5,360	59,900	1.00%	47,900	0.077	3,688	0.80	NO	44,947	75,200	0.60	NO	
		WB															
I-95 SB RAMPS	I-95 NB RAMPS	EB	6LD	D	5,360	59,900	1.00%	45,400	0.077	3,496	0.76	NO	45,239	75,200	0.60	NO	
		WB															
I-95 NB RAMPS	OLD KINGS RD	EB	6LD	D	5,360	59,900	1.00%	42,100	0.075	3,158	0.70	NO	44,803	75,200	0.60	NO	
		WB															
OLD KINGS RD	FLORIDA PARK DR	EB	2L-1 WAY	D	3,240	35,940	1.00%	12,900	0.086	1,109	0.36	NO	16,684	37,600	0.44	NO	
		WB	2L-1 WAY	D	2,150	23,880	1.00%	14,600	0.075	1,095	0.61	NO	17,439	37,600	0.46	NO	
FLORIDA PARK DR	CLUBHOUSE DR	EB	2L-1 WAY	D	3,240	35,940	1.00%	12,500	0.088	1,100	0.35	NO	16,240	37,600	0.43	NO	
		WB	2L-1 WAY	D	2,150	23,880	1.00%	11,800	0.072	850	0.49	NO	15,914	37,600	0.42	NO	
CLUBHOUSE DR	COLBERT LN	EB	2L-1 WAY	D	3,240	35,940	1.00%	9,900	0.079	782	0.28	NO	14,337	37,600	0.38	NO	
		WB	2L-1 WAY	D	2,150	23,880	1.00%	9,600	0.071	682	0.40	NO	13,809	37,600	0.37	NO	
COLBERT LN	PALM HARBOR PKWY	EB	2L-1 WAY	D	3,240	35,940	1.00%	7,300	0.076	555	0.20	NO	13,409	37,600	0.36	NO	
		WB	2L-1 WAY	D	2,150	23,880	1.90%	7,500	0.078	585	0.31	NO	9,480	37,600	0.25	NO	
PALM HARBOR PKWY	SR A1A / N OCEANSHORE BLVD	EB	2LU	D	1,600	17,700	1.00%	12,500	0.071	888	0.71	NO	16,778	24,200	0.69	NO	
		WB															
PALM HARBOR PARKWAY																	
PALM COAST PKWY	CLUB HOUSE DR	EB	2LU	D	1,330	14,800	1.00%	5,100	0.086	439	0.34	NO	11,496	23,000	0.50	NO	
		WB															
CLUB HOUSE DR	FLORIDA PARK DR	EB	2LU	D	2,170	24,200	1.00%	4,700	0.081	381	0.19	NO	14,349	23,000	0.62	NO	
		WB															
FLORIDA PARK DR	FOREST GROVE DR	EB	2LU	D	2,170	24,200	4.10%	7,100	0.077	547	0.29	NO	12,038	23,000	0.52	NO	
		WB															
PINE LAKES PARKWAY																	
BELLE TERRE PKWY (S)	WYNNFIELD DR	EB	2LU	D	1,600	17,700	1.00%	8,300	0.077	639	0.47	NO	6,626	12,000	0.55	NO	
		WB															
WYNNFIELD DR	WHITE MILL DR	EB	2LU	D	1,600	17,700	1.00%	8,300	0.077	639	0.47	NO	7,286	12,000	0.61	NO	
		WB															
WHITE MILL DR	COMMERCE BLVD	EB	2LU	D	1,600	17,700	1.00%	6,500	0.087	566	0.37	NO	11,174	12,000	0.93	NO	
		WB															
COMMERCE BLVD	PALM COAST PKWY	EB	2LU	D	1,600	17,700	1.20%	9,500	0.079	751	0.54	NO	15,509	17,700	0.88	NO	
		WB															
PALM COAST PKWY	BELLE TERRE PKWY (N)	EB	2LU	D	1,600	17,700	2.80%	4,300	0.093	400	0.24	NO	8,996	12,000	0.75	NO	
		WB															
RAVENWOOD DR																	
RYMFIRE DR	WHITE VIEW PKWY	EB	2LU	D	2,170	24,200	4.60%	5,200	0.083	432	0.21	NO	3,898	9,000	0.43	NO	
		WB															
ROYAL PALMS PKWY																	
US 1	RYMFIRE DR	EB	2LU	D	1,600	17,700	5.90%	6,600	0.098	647	0.37	NO	17,050	15,930	1.07	YES	4L Recommended; Future Model Capacity set to Signalized Non-State Roadway Capacity
		WB															
RYMFIRE DR	BELLE TERRE PKWY	EB	2LU	D	1,600	17,700	5.40%	5,900	0.077	454	0.33	NO	14,356	15,930	0.90	YES	4L Recommended; Also improve for system continuity
		WB															
BELLE TERRE PKWY	TOWN CENTER BLVD	EB	2LU	D	1,600	17,700	1.00%	8,900	0.090	801	0.50	NO	16,991	15,930	1.07	YES	4L Recommended; Future Model Capacity set to Signalized Non-State Roadway Capacity
		WB															

ROADWAY			Existing - 2017 Counts									2040 CFRPM Volumes				2040 IMPVMT	Comments	
			EXISTING LANES	Adopted LOS	PM Pk-Hr TWO-WAY CAPACITY at LOS	EQUIVALENT DAILY CAPACITY at LOS	Annual Growth Rate	2017 AADT	K100 Factor	2017 PM Pk-Hr Two-Way Volume	Daily V/C	ADVERSE?	2040 Daily Model Volumes	Daily Model Capacity	Model V/C			ADVERSE?
FROM	TO	DIR																
RYMFIRE DRIVE																		
ROYAL PALMS PKWY	RAVENWOOD DR	EB	2LU	D	2,170	24,200	1.00%	4,000	0.078	312	0.17	NO	5,494	9,000	0.61	NO		
		WB																
RAVENWOOD DR	BELLE TERRE PKWY	EB	2LU	D	2,170	24,200	1.00%	5,700	0.088	502	0.24	NO	8,369	9,000	0.93	NO		
		WB																
SEMINOLE WOODS PARKWAY																		
US 1	SESAME BLVD	NB	2LU	D	2,170	24,200	1.00%	5,500	0.097	534	0.23	NO	16,561	20,200	0.82	NO		
		SB																
SESAME BLVD	CITATION PKWY	NB	2LU	D	2,170	24,200	1.00%	5,200	0.094	489	0.21	NO	7,364	12,000	0.61	NO		
		SB																
CITATION PKWY	ULATURN PL	NB	4LD	D	5,900	65,600	1.00%	8,500	0.089	757	0.13	NO	10,933	33,600	0.33	NO		
		SB																
ULATURN PL	SR 100	NB	4LD	D	5,900	65,600	1.00%	10,100	0.086	869	0.15	NO	12,839	33,600	0.38	NO		
		SB																
SR 100																		
PALM COAST CITY LIMIT	BELLE TERRE PKWY	EB	4LD	C	3,580	37,900	1.00%	17,200	0.085	1,462	0.45	NO	14,552	39,200	0.37	NO		
		WB																
BELLE TERRE PKWY	LANDING BLVD	EB	4LD	C	3,580	37,900	1.40%	25,800	0.080	2,064	0.68	NO	11,355	39,800	0.29	YES	6 Ln	Set capacity to State 4L Class I Signalized Arterial; 6L Recommended, Sys Cont.
		WB																
LANDING BLVD	BULLDOG DRIVE	EB	4LD	C	3,580	37,900	1.70%	26,900	0.080	2,152	0.71	NO	12,224	39,800	0.31	YES	6 Ln	Set capacity to State 4L Class I Signalized Arterial; 6L Recommended, Sys Cont.
		WB																
BULLDOG DRIVE	SEMINOLE WOODS PKWY	EB	4LD	C	3,580	37,900	1.00%	28,100	0.085	2,389	0.74	NO	20,392	39,800	0.51	YES	6 Ln	Set capacity to State 4L Class I Signalized Arterial; 6L Recommended, Sys Cont.
		WB																
SEMINOLE WOODS PKWY	MEMORIAL MEDICAL PKWY	EB	4LD	C	3,580	37,900	1.00%	28,200	0.084	2,369	0.74	NO	40,760	39,800	1.02	YES	6 Ln	Set capacity to State 4L Class I Signalized Arterial; 6L Recommended
		WB																
MEMORIAL MEDICAL PKWY	I-95	EB	4LD	C	3,580	37,900	1.00%	27,900	0.083	2,316	0.74	NO	40,760	39,800	1.02	YES	6 Ln	Set capacity to State 4L Class I Signalized Arterial; 6L Recommended
		WB																
I-95	OLD KINGS RD	EB	4LD	D	3,580	39,800	2.00%	31,100	0.074	2,301	0.78	NO	44,650	39,800	1.12	YES	6 Ln	Set capacity to State 4L Class I Signalized Arterial; 6L Recommended
		WB																
OLD KINGS RD	TUSCANY BLVD	EB	4LD	D	3,580	39,800	1.00%	22,500	0.077	1,733	0.57	NO	35,925	39,800	0.90	NO		Set capacity to State 4L Class I Signalized Arterial
		WB																
TUSCANY BLVD	COLBERT LN	EB	4LD	D	3,580	39,800	1.00%	22,600	0.077	1,740	0.57	NO	35,184	39,800	0.88	NO		Set capacity to State 4L Class I Signalized Arterial
		WB																
COLBERT LN	JOHN ANDERSON	EB	4LD	D	3,560	39,800	1.00%	21,100	0.077	1,625	0.63	NO	31,577	37,200	0.85	NO		Set capacity to State 4L Class I Signalized Arterial
		WB																
TOWN CENTER BOULEVARD																		
SR 100	HOSPITAL DR	EB	4LD	D	5,900	65,600	1.00%	5,600	0.074	414	0.09	NO	18,227	29,160	0.63	NO		Set capacity to non-State 4L Class II Signalized Arterial
		WB																
HOSPITAL DR	CENTRAL AVE	EB	4LD	D	5,900	65,600	1.00%	5,800	0.086	499	0.09	NO	18,277	29,160	0.63	NO		Set capacity to non-State 4L Class I Signalized Arterial
		WB																
CENTRAL AVE	LAKE AVE	EB	2LU	D	2,170	24,200	1.00%	5,700	0.083	473	0.24	NO	5,791	13,320	0.43	Yes		Recommend 4L due to safety concerns; Set capacity to non-State 2L Class I Signalized Arterial
		WB																
LAKE AVE	ROYAL PALM PKWY	EB	2LU	D	2,170	24,200	1.00%	5,400	0.082	443	0.22	NO	5,791	13,320	0.43	Yes		Recommend 4L due to safety concerns; Set capacity to non-State 2L Class I Signalized Arterial
		WB																
ROYAL PALM PKWY	OLD KINGS RD	EB	2LU	D	2,170	24,200	1.00%	9,500	0.086	817	0.39	NO	22,602	23,000	0.98	NO		
		WB																
US-1																		
ST JOHN'S COUNTY LINE	OLD KINGS RD	NB	4LD	D	3,580	39,800	5.30%	11,800	0.103	1,215	0.30	NO	18,048	65,600	0.28	NO		
		SB																
OLD KINGS RD	MATANZAS WOODS PKWY	NB	4LD	D	3,580	39,800	3.40%	10,400	0.103	1,071	0.26	NO	29,072	65,600	0.44	NO		
		SB																
MATANZAS WOODS PKWY	PALM COAST PKWY	NB	4LD	D	3,580	39,800	1.10%	10,200	0.100	1,020	0.26	NO	39,235	65,600	0.60	NO		
		SB																
PALM COAST PKWY	WHITE VIEW PKWY	NB	4LD	D	3,580	39,800	1.00%	15,500	0.097	1,504	0.39	NO	33,925	65,600	0.52	NO		
		SB																
WHITE VIEW PKWY	ROYAL PALM PKWY	NB	4LD	D	3,580	39,800	1.00%	15,700	0.086	1,350	0.39	NO	44,267	39,800	1.11	YES	6 Ln	Reduce Capacity due to signalization; 6L Recommended
		SB																
ROYAL PALM PKWY	ESPANOLA RD	NB	4LD	D	3,580	39,800	1.00%	18,100	0.090	1,629	0.45	NO	43,292	39,800	1.09	YES	6 Ln	Reduce Capacity due to signalization; 6L Recommended
		SB																
PALM COAST CITY LIMIT	BELLE TERRE BLVD	NB	4LD	D	3,580	39,800	1.40%	11,700	0.090	1,053	0.29	NO	54,198	65,600	0.83	NO	6 Ln	Increase capacity to reflect free-flow conditions
		SB																
BELLE TERRE BLVD	CR 304	NB	4LD	D	3,580	39,800	1.60%	13,500	0.090	1,215	0.34	NO	35,869	65,600	0.55	NO	6 Ln	Increase capacity to reflect free-flow conditions
		SB																
CR 304	SEMINOLE WOODS PKWY	NB	4LD	D	3,580	39,800	2.80%	13,300	0.090	1,197	0.33	NO	41,521	65,600	0.63	NO	6 Ln	Increase capacity to reflect free-flow conditions
		SB																
SEMINOLE WOODS PKWY	PALM COAST CITY LIMIT	NB	4LD	D	3,580	39,800	1.00%	14,500	0.098	1,421	0.36	NO	48,101	65,600	0.73	NO	6 Ln	Increase capacity to reflect free-flow conditions
		SB																
WHITE VIEW PARKWAY																		
US 1	WHITE MILL DR	NB	4LD	D	3,580	39,800	3.90%	6,500	0.093	605	0.16	NO	11,856	24,400	0.49	NO		
		SB																
WHITE MILL DR	BELLE TERRE PKWY	NB	2LU	D	1,600	17,700	4.80%	7,600	0.084	638	0.43	NO	8,481	9,000	0.94	NO		
		SB																
BELLE TERRE PKWY	PRITCHARD DR	NB	2LU	D	1,600	17,700	2.60%	3,800	0.098	372	0.21	NO	6,991	9,000	0.78	NO		
		SB																
I-95																		
OLD DIXIE HWY	SR 100	NB	6LD	C	10,060	95,200	1.70%	47,000	0.090	4,230	0.49	NO	88,325	138,000	0.64	NO		
		SB																
SR 100	PALM COAST PKWY	NB	6LD	C	10,060	95,200	1.50%	63,700	0.090	5,733	0.67	NO	85,123	138,000	0.62	NO		
		SB																

ROADWAY			DIR	Existing - 2017 Counts								2040 CFRPM Volumes				2040 IMPVMT	Comments
FROM	TO	EXISTING LANES		Adopted LOS	PM Pk-Hr TWO-WAY CAPACITY at LOS	EQUIVALENT DAILY CAPACITY at LOS	Annual Growth Rate	2017 AADT	K100 Factor	2017 PM Pk-Hr Two-Way Volume	Daily V/C	ADVERSE?	2040 Daily Model Volumes	Daily Model Capacity	Model V/C		
PALM COAST PKWY	MATANZAS WOODS PKWY	6LD	C	10,060	95,200	1.00%	49,500	0.090	4,455	0.52	NO	68,636	138,000	0.50	NO		
MATANZAS WOODS PKWY	US 1	6LD	C	10060	95,200	1.00%	49,500	0.090	4,455	0.52	NO	75,014	138,000	0.54	NO		

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Appendix D

Intersection Improvements

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Intersection	Improvements	Proposed Construction Costs	Multiplier to include CEI, design fees and contingencies (50%)	Total	Capacity Added
Bell Terre Parkway - Four Lane Road, Class 1 Facility with a capacity of 9,950 per lane					
Belle Terre Pkwy at Burroughs Drive	NB Right Turn Lane	\$65,000	\$32,500	\$97,500	497.5
Belle Terre Pkwy at Barrister Lane	NB Right Turn Lane	\$65,000	\$32,500	\$97,500	497.5
Belle Terre Pkwy at Pine Lakes Pkwy (N)	NB & SB Right Turn Lane	\$130,000	\$65,000	\$195,000	995
Belle Terre Pkwy at Bayside Dr	NB Right Turn Lane	\$65,000	\$32,500	\$97,500	497.5
Belle Terre Pkwy at Bridgehaven Drive	SB Right Turn Lane	\$65,000	\$32,500	\$97,500	497.5
Belle Terre Pkwy at Parkview Dr (South)	NB Right Turn lane and Mastarms Replacement	\$350,000	\$175,000	\$525,000	497.5
Belle Terre Pkwy at Pritchard Dr	NB Right Turn Lane	\$65,000	\$32,500	\$97,500	497.5
Belle Terre Pkwy at Whippoorwill Dr	SB Right Turn Lane	\$65,000	\$32,500	\$97,500	497.5
Belle Terre Pkwy at Pine Grove Dr	NB Right Turn Lane	\$65,000	\$32,500	\$97,500	497.5
Belle Terre Pkwy at Ponce DeLeon Dr	NB Right Turn Lane	\$65,000	\$32,500	\$97,500	497.5
Belle Terre Pkwy at Point Pleasant Dr	NB Right Turn Lane	\$65,000	\$32,500	\$97,500	497.5
Belle Terre Pkwy at Royal Palms Pkwy	NB, SB, WB Right Turn Lanes	\$195,000	\$97,500	\$292,500	1492.5
Belle Terre Pkwy at Easthampton Blvd	EB Right Turn Lane	\$65,000	\$32,500	\$97,500	497.5
Belle Terre Pkwy at Eastwood Dr/Market Ave	SB Right Turn Lane and Traffic Signal	\$350,000	\$175,000	\$525,000	497.5
Belle Terre Pkwy at Eastwood Dr (South)	SB Right Turn Lane	\$65,000	\$32,500	\$97,500	497.5
Belle Terre Blvd at Zonal Geranium Trail	NB Left Turn Lane	\$65,000	\$32,500	\$97,500	497.5
Belle Terre Blvd at Citation Blvd	NB Right Turn Lane and SB Left Turn Lane	\$130,000	\$65,000	\$195,000	995
Belle Terre Blvd at Karas Trail	WB Left Turn Lane	\$65,000	\$32,500	\$97,500	497.5
Colbert Lane - Two Lane Road, Uninterrupted Highway with a capacity of 12,100 per lane					
Colbert Lane at Blare Dr	NB Left Turn Lane	\$65,000	\$32,500	\$97,500	605
Palm Harbor Parkway - Two Lane Road, Uninterrupted Highway with a capacity of 12,100 per lane					
Palm Harbor Pkwy at Crystal Way	NB & SB Left Turn Lanes	\$130,000	\$65,000	\$195,000	1210
Palm Harbor Pkwy at Cottonwood Ct	EB Left Turn Lane	\$65,000	\$32,500	\$97,500	605
Palm Harbor Pkwy at Cocoa Way	WB Left Turn Lane	\$65,000	\$32,500	\$97,500	605
Palm Harbor Pkwy at Coral Way	WB Left Turn Lane & EB Right Turn Lane	\$130,000	\$65,000	\$195,000	1210
Palm Harbor Pkwy at Frontier Dr	NB Left Turn Lane & EB Right Turn Lane	\$130,000	\$65,000	\$195,000	1210
Palm Harbor Pkwy at Farmsworth Dr	NB Left & SB Right Turn Lanes	\$130,000	\$65,000	\$195,000	1210
Palm Harbor Pkwy at Fellowship Dr	NB Left Turn Lane & SB Right Turn Lane	\$130,000	\$65,000	\$195,000	1210
Palm Harbor Pkwy at Colorado Drive	NB Right Turn Lane & SB Left Turn Lane	\$130,000	\$65,000	\$195,000	1210
Palm Harbor Pkwy at Fenimore Dr	NB Left Turn Lane & SB Right Turn Lane	\$130,000	\$65,000	\$195,000	1210
Palm Harbor Pkwy at Cunnigham Lane	SB Left Turn Lane	\$65,000	\$32,500	\$97,500	605
Palm Harbor Pkwy at Fernmill Lane	NB Left Turn Lane	\$65,000	\$32,500	\$97,500	605
Pine Lakes Parkway - Two Lane Road, Class 1 with a capacity of 8,850 per lane					
Pine Lakes Pkwy (S) at Commerce Blvd	NB Left Turn Lane	\$65,000	\$32,500	\$97,500	442.5
Pine Lakes Pkwy (S) at Wellwater Dr	SB Left Turn Lane	\$65,000	\$32,500	\$97,500	442.5
Pine Lakes Pkwy (S) at Woodhaven Dr (S)	NB Left turn Lane	\$65,000	\$32,500	\$97,500	442.5
Pine Lakes Pkwy (S) at Westhampton Dr (N)	SB Left Turn Lane	\$65,000	\$32,500	\$97,500	442.5
Pine Lakes Pkwy (S) at Woodhaven Dr (S)	NB Left Turn Lane	\$65,000	\$32,500	\$97,500	442.5
Pine Lakes Pkwy (S) at Woodbury Dr	NB Left Turn Lane	\$65,000	\$32,500	\$97,500	442.5
Pine Lakes Pkwy (S) at Whirlaway Dr	WB Left Turn Lane	\$65,000	\$32,500	\$97,500	442.5
Pine Lakes Pkwy (S) at Westhampton Dr	NB Left Turn Lane & SB Right Turn Lane	\$130,000	\$65,000	\$195,000	885
Pine Lakes Pkwy (S) at Wellington Dr (S)	NB Left Turn Lane & SB Right Turn Lane	\$130,000	\$65,000	\$195,000	885
Pine Lake Pkwy (S) at Wynnfield Dr (N)	NB Right Turn Lane	\$65,000	\$32,500	\$97,500	442.5
Pine Lakes Pkwy (S) Wellington Dr (N)	NB Left Turn Lane	\$65,000	\$32,500	\$97,500	442.5
Ravenwood - Two Lane Road, Uninterrupted Highway with a capacity of 12,100 per lane					
Ravenwood at Rolling Sands Dr	NB Left Turn Lane	\$65,000	\$32,500	\$97,500	605
Rymfire - Two Lane Road, Uninterrupted Highway with a capacity of 12,100 per lane					
Rymfire Dr at Ryan Dr E	WB Left Turn Lane	\$65,000	\$32,500	\$97,500	605
Rymfire Dr at Rae Dr E	EB Left turn Lane and WB Right Turn Lane	\$130,000	\$65,000	\$195,000	1210
Rymfire Dr at Ryan Dr W	WB Left Turn Lane	\$65,000	\$32,500	\$97,500	605
Rymfire Dr at Rae Dr W	EB Left turn Lane	\$65,000	\$32,500	\$97,500	605
Rymfire Dr at Ravenwood Dr	EB Left Turn Lane & WB Right Turn Lane & SB Right Turn Lane	\$195,000	\$97,500	\$292,500	1815
Rymfire Dr at Riviera Dr	WB Left Turn Lane	\$65,000	\$32,500	\$97,500	605
Rymfire Dr at Ruth Dr	EB Left Turn Lane	\$65,000	\$32,500	\$97,500	605
Rymfire Dr at Rickenbacker Dr	NB Right Turn Lane & SB Left Turn Lane	\$130,000	\$65,000	\$195,000	1210
Rymfire Dr at Red Mill Dr (N)	NB Left Turn Lane & SB Right Turn Lane	\$130,000	\$65,000	\$195,000	1210
Rymfire Dr at Rymfire Elementary	NB Right Turn Lane	\$65,000	\$32,500	\$97,500	605
Seminole Woods Blvd - Two Lane Road, Uninterrupted Highway with a capacity of 12,100 per lane					
Seminole Woods Blvd at Pinnacles	NB Right Turn Lane	\$65,000	\$32,500	\$97,500	605
Seminole Woods Blvd at Utah Pl	SB Left Turn Lane & NB Right Turn Lane	\$130,000	\$65,000	\$195,000	1210
Seminole Woods Blvd at Ulaturn Trail (N)	SB Left Turn Lane & NB Right Turn Lane	\$130,000	\$65,000	\$195,000	1210
Seminole Woods Blvd at Ulaturn Tr (S)	SB Left Turn Lane & NB Right Turn Lane	\$130,000	\$65,000	\$195,000	1210
Seminole Woods Blvd at Universal Tr	SB Left Turn Lane & NB Right Turn Lane	\$130,000	\$65,000	\$195,000	1210
Seminole Woods Blvd at Citation Pkwy	SB Left Turn Lane & NB Right Turn Lane	\$130,000	\$65,000	\$195,000	1210
Seminole Woods Blvd at Sesame Blvd	EB Right Turn Lane & WB Left Turn Lane	\$130,000	\$65,000	\$195,000	1210
Seminole Woods Blvd at Slipper Tr	WB Left Turn Lane	\$65,000	\$32,500	\$97,500	605

Intersection	Improvements	Proposed Construction Costs	Multiplier to include CEI, design fees and contingencies (50%)	Total	Capacity Added
Seminole Woods Blvd at Sloganeer Tr E	WB Left Turn Lane	\$65,000	\$32,500	\$97,500	605
Seminole Woods Blvd at Sloganeer Tr W	WB Left Turn Lane	\$65,000	\$32,500	\$97,500	605
Whiteview Parkway - Two Lane Road, Class 1 with a capacity of 8,850 per lane					
Whiteview Pkwy at Rolling Sands	WB Left Turn Lane & EB Right Turn Lane	\$130,000	\$65,000	\$195,000	885
Whiteview Pkwy at Wood Ash Ln	EB Left Turn Lane	\$65,000	\$32,500	\$97,500	442.5
Whiteview Pkwy at Wood Aspen Ln	EB Left Turn Lane	\$65,000	\$32,500	\$97,500	442.5
Whiteview Pkwy at Woodsbury	EB Left Turn Lane	\$65,000	\$32,500	\$97,500	442.5
Whiteview Pkwy at White Mill Dr	EB Left Turn Lane & WB Right Turn Lane & SB Right Turn Lane	\$195,000	\$97,500	\$292,500	1327.5
Whiteview Pkwy at Whippoorwill Dr	EB Left Turn Lane & WB Right Turn Lane	\$130,000	\$65,000	\$195,000	442.5
Whiteview Pkwy at Ravenwood Dr	EB Right Turn Lane & WB Left Turn Lane & NB Right Turn Lane & Traffic Signal	\$500,000	\$250,000	\$750,000	1327.5
Whiteview Pkwy at Belle Terre Pkwy	WB Right Turn Lane & EB Right Turn Lane	\$130,000	\$65,000	\$195,000	885
Whiteview Pkwy at Princess Rose Dr	EB Left Turn Lane	\$65,000	\$32,500	\$97,500	442.5
Pine Lakes Parkway - Two Lane Road, Class 1 with a capacity of 8,850 per lane, Palm Coast Parkway - Three Lanes east					
Palm Coast Parkway - Three Lanes east bound (EB), Two Lanes west bound (WB), Class 1 - capacity varies for one-way roads					
Palm Coast Pkwy and Pine Lakes Pkwy	SB Right Turn Lane	\$65,000	\$32,500	\$97,500	442.5
Palm Coast Pkwy (EB) at Pine Cone Dr	EB Right Turn Lane & Signal Improvement	\$350,000	\$175,000	\$525,000	599
Palm Coast Pkwy (WB) at Pine Cone Dr	WB Right Turn Lane & Signal Improvement	\$350,000	\$175,000	\$525,000	597
Palm Coast Pkwy (WB) at Frontage Road	2 WB Right Turn Lanes	\$130,000	\$65,000	\$195,000	1194
Palm Coast Pkwy (WB) at Colbert Lane	WB Right Turn Lane	\$65,000	\$32,500	\$97,500	597
Palm Coast Pkwy (WB) at Corporate Drive	Left and Right turn lanes	\$130,000	\$65,000	\$195,000	1194
Palm Coast Pkwy (WB) at Bridgehaven Drive	Left and Right turn lanes	\$130,000	\$65,000	\$195,000	1194
Palm Coast Pkwy (EB) at Corporate Drive	Left turn lane	\$65,000	\$32,500	\$97,500	599
Palm Coast Pkwy (EB) at Belle Terre Pkwy	Left turn lane and through lane	\$65,000	\$32,500	\$97,500	1198

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Appendix E

Roadway Cost

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**Improvement Costs
City of Palm Coast**

Roadway	Segment		Improvement	Recommended Improvement	Model Type	FDOT LRE ¹	Unit	Length (Mile)	Cost	Preliminary Engineering & CEI (35% of Cost)	Total Cost ²	2017 Existing Volumes	Adopted LOS Capacity	Road Improvement
	From	To												
Belle Terre Parkway ¹	Cypress Point Parkway	Palm Coast Pkwy (EB)	4L to 6L	Widen from 4LN divided to 6LN Divided	Urban	\$ 4,586,417.42	Mile	0.12	\$550,370.09	\$192,629.53	\$742,999.62	1,667	3,580	5,390
	Pine Lakes Parkway	Cypress Point Parkway	4L to 6L	Widen from 4LN divided to 6LN Divided	Urban	\$ 4,586,417.42	Mile	0.30	\$1,375,925.23	\$481,573.83	\$1,857,499.06	2,720	3,580	5,390
Bulldog Drive ¹	SR 100	Central Avenue	2L to 4L	Widen from 2LN to 4LN Divided	Urban	\$ 5,051,909.23	Mile	0.53	\$2,677,511.89	\$937,129.16	\$3,614,641.05	291	1,330	2,920
Matanzas Woods Pkwy ³	US 1	SB I-95 Ramps	2L to 4L	Widen from 2LN Undivided to 4LN Divided	Urban	\$ 4,834,348.49	Mile	2.01	\$14,130,000.00	\$0.00	\$14,130,000.00	400	1,600	3,580
Old Kings Road ¹	Town Center Boulevard	Oak Trails Boulevard	2L to 4L	Widen from 2LN Undivided to 4LN Divided	Urban	\$ 5,051,909.23	Mile	3.54	\$17,883,758.67	\$6,259,315.54	\$24,143,074.21	722	2,170	3,580
	Oak Trails Boulevard	Utility Drive	2L to 4L	Widen from 2LN Undivided to 4LN Divided	Urban	\$ 5,051,909.23	Mile	0.25	\$1,262,977.31	\$442,042.06	\$1,705,019.37	774	2,170	3,580
	Utility Drive	Palm Coast Pkwy (EB)	2L to 4L	Widen from 2LN Undivided to 4LN Divided	Urban	\$ 5,051,909.23	Mile	0.62	\$3,132,183.72	\$1,096,264.30	\$4,228,448.03	856	2,170	3,580
	Palm Coast Parkway	Forest Grove Drive ³	2L to 4L	Widen from 2LN Undivided to 4LN Divided	Urban			3.31	\$14,850,000.00	\$0.00	\$14,850,000.00			
Royal Palms Parkway ¹	Town Center Boulevard	Belle Terre Pkwy	2L to 4L	Widen from 2LN Undivided to 4LN Divided	Urban	\$ 5,051,909.23	Mile	1.58	\$7,982,016.58	\$2,793,705.80	\$10,775,722.39	801	1,600	3,580
	Belle Terre Pkwy	Rymfire Drive	2L to 4L	Widen from 2LN Undivided to 4LN Divided	Urban	\$ 5,051,909.23	Mile	2.06	\$10,406,933.01	\$3,642,426.55	\$14,049,359.57	454	1,600	3,580
	Rymfire Drive	US 1	2L to 4L	Widen from 2LN Undivided to 4LN Divided	Urban	\$ 5,051,909.23	Mile	0.67	\$3,384,779.18	\$1,184,672.71	\$4,569,451.90	647	1,600	3,580
SR 100 ³	Belle Terre Pkwy	Old Kings Rd	4L to 6L	Widen from 4LN divided to 6LN Divided	Urban		Mile	2.61	\$34,870,000.00	\$0.00	\$34,870,000.00	2,064	3,580	5,390
Town Center Boulevard ¹	Central Avenue	Lake Avenue	2L to 4L	Widen from 2LN Undivided to 4LN Divided	Urban	\$ 5,051,909.23	Mile	0.30	\$1,515,572.77	\$530,450.47	\$2,046,023.24	473	2,170	3,580
	Lake Avenue	Royal Palms Pkwy	2L to 4L	Widen from 2LN Undivided to 4LN Divided	Urban	\$ 5,051,909.23	Mile	0.60	\$3,031,145.54	\$1,060,900.94	\$4,092,046.48	443	2,170	3,580
US 1 ¹	White View Pkwy	Royal Palms Pkwy	4L to 6L	Widen from 4LN divided to 6LN Divided	Rural	\$ 2,486,326.01	Mile	1.78	\$4,425,660.30	\$1,548,981.10	\$5,974,641.40	1,350	3,580	5,390
	Espanola Rd	Royal Palms Pkwy	4L to 6L	Widen from 4LN divided to 6LN Divided	Rural	\$ 2,486,326.01	Mile	1.07	\$2,660,368.83	\$931,129.09	\$3,591,497.92	1,629	3,580	5,390
									\$124,139,203.13	\$21,101,221.10	\$145,240,424.22			

Non-LRTP-funded Roads	\$41,747,743.30
Non-LRTP Roads with Intersections	\$55,030,243.30 with intersection
All Roads with Intersections	\$158,522,924.22 with intersection
Traffic Signal Synchronization	\$3,000,000.00

¹ FDOT Long Range Estimates Cost per Mile Models 2016

² Excludes right-of-way costs

³ River to Sea 2040 LRTP Cost Estimate

Yellow equals currently funded in TPO LRTP or other funding sources

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Appendix F

Trip Generation

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Appendix F. Impact Fee Trip Generation Documentation	Unit of Measure	ITE Land Use Codes
Residential Use		
Single Family Detached / Mobile Home	Dwelling Unit	ITE Land Use Code 210
Vested Single Family Platted Lot	Dwelling Unit	ITE Land Use Code 270
Single Family Attached (includes Duplex, Townhomes, Villas, Condominiums)	Dwelling Unit	ITE Land Use Code 220
Vested Duplex Platted Lot	Dwelling Unit	ITE Land Use Code 220
Multi-Family Apartment	Dwelling Unit	ITE Land Use Code 221
Active Adult & Independent Living (55+) (Attached or Detached Units)	Dwelling Unit	ITE Land Use Code 251, 252
Institutional Use		
Adult Congregate Living Facility	Bed	ITE Land Use Code 253, 254, 255, 620
Cemetery	Acre	ITE Land Use Code 566
Day Care	1,000 sq. ft.	ITE Land Use Code 565
Places of Worship	1,000 sq. ft.	ITE Land Use Code 560
Private School (Pre K-12)	1,000 sq. ft.	ITE Land Use Codes 534, 536 ¹
Private College or University	1,000 sq. ft.	ITE Land Use Codes 540, 550
Industrial Use		
Manufacturing / Warehousing / Production	1,000 sq. ft.	ITE Land Use Codes 110, 130, 140, 150, 154, 157, 160, 170, 180
Retail Fulfillment / Distribution	1,000 sq. ft.	ITE Land Use Codes 155, 156
Mini-Warehouse / Boat / RVs & Other Outdoor Storage	1,000 sq. ft.	ITE Land Use Codes 151
Entertainment, Recreation & Lodging Use		
Movie Theater / Performing Arts	per Seat	ITE Land Use Code 444 ²
Marina (including dry storage)	per Berth	ITE Land Use Code 420
Golf Course	per Hole	ITE Land Use Code 430
Outdoor Commercial Recreation	per Acre	ITE Land Use Codes 480, 488 & 491 ³
Multi-Purpose Commercial Recreation	1,000 sq. ft.	ITE Land Use Codes 434, 435, 436, 437, & 465 ⁴
Health Club / Fitness / Gym	1,000 sq. ft.	ITE Land Use Codes 492 & 493 ⁴
Recreational Vehicle (RV) Park	per Space	ITE Land Use Code 416 ⁴
Hotel / Motel / Lodging	Room / Unit	ITE Land Use Codes 310, 320
Community Center / Civic / Gallery / Lodge	1,000 sq. ft.	ITE Land Use Code 495 & 580
Office Use		
Office / Office Park / Medical / Clinic / Bank / Financial	1,000 sq. ft.	ITE Land Use Code 710, 712, 714, 715, 750, 760, 770
Retail Use		
Multi-Tenant Retail Center	1,000 sq. ft.	ITE Land Use Code 820
Pharmacy (Free Standing)	1,000 sq. ft.	ITE Land Use Code 881
Pharmacy Drive-Thru	per lane	ITE Land Use Code 880 ⁵
General Retail (Free Standing)	1,000 sq. ft.	ITE Land Use Code 814, 815
Furniture / Mattress Store (Free Standing)	1,000 sq. ft.	ITE Land Use Code 890,
Supermarket / Grocery Store (Free Standing)	1,000 sq. ft.	ITE Land Use Code 850, 854
Sit Down Restaurant (Retail Center, Free Standing or Outparcel)	1,000 sq. ft.	ITE Land Use Code 931, 932
Fast Food / Fast Casual Restaurant (Retail Center, Free Standing or Outparcel)	1,000 sq. ft.	ITE Land Use Code 930, 931, 932, 933,
Restaurant Drive-Thru (based on number of lanes at point of ordering)	per lane	ITE Land Use Code 934, 935 ⁶
Discount Superstore (Free Standing)	1,000 sq. ft.	ITE Land Use Code 813, 857
Home Improvement / Building Materials / Garden Center	1,000 sq. ft.	ITE Land Use Codes 812, 816, 817, 862
Nursery (Wholesale or Retail)	per Acre	ITE Land Use Code 817, 818
Bank Drive-Thru Lane, Free Standing ATM or ATM Drive-Thru Lane	per lane and / or per ATM	ITE Land Use Code 912 ⁷
Vehicle & Boat - Sales or Dealership	1,000 sq. ft.	ITE Land Use 840 & 841
Vehicle & Boat - Service / Repair / Parts	1,000 sq. ft.	ITE Land Use 843, 848, 849, 941, 943
Vehicle & Boat - Cleaning / Detailing / Wash	1,000 sq. ft.	ITE Land Use 947, 949
Convenience Store	1,000 sq. ft.	ITE Land Use 851, 853, 945, 960
Vehicle Fueling Position	per Vehicle Fueling Position	ITE Land Use 853, 944, 945, 960
Personal Services	1,000 sq. ft.	ITE Land Use 918, 920

¹ Summation of AM & PM Peak Generator of Trips

² Utilized vehicle occupancy factor of 3 persons per vehicle

³ Golf driving range converted to acreage at two tee positions per one acre, Soccer Complex fields converted to acres at ratio of 2 acres per 1 field, Racquet / Tennis Club assume 2 courts plus accessory buildings per acre, Utilized vehicle occupancy of 3 persons per vehicle

⁴ Converted AM and PM Peak Hour Periods and applied a Peak to Daily Conversion of .1 (10% of daily traffic occurs during peak hours)

⁵ Per drive-thru lane calculated by taking the difference in trip generation with and without drive-thru, times 14 (14,000 / 1,000 sq. ft. - standard size of pharmacy) and divided by three to account for typical number of drive-thru lanes in free standing pharmacies

⁶ The trip generation rate derived by subtracting the trip generation rate for fast food restaurants with and without drive-thru lanes

⁷ The trip generation is based on the trip rate per drive-thru lane minus the trips associated with office uses since the bank square footage, which may or may not contain office space beyond that for tellers falls under the office land use category.

Appendix G

2009 National Household Travel Survey Travel Length

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3.0 HOUSEHOLD TRAVEL

Overall, the decreases in person travel shown in Table 3 were indicated in household-generated travel. Table 5 shows the trends in person trips and person miles of travel (PMT) by purpose. While most estimates are statistically the same as in 2001, important exceptions include the significant decrease in person miles, person trips, and average person trip length for family and personal business (errands), and the decrease in person trips per household and average person trip length for shopping. Another significant change is the number of person trips per household to and from work; although the total PMT and average trip length to work have not changed (the 2001 estimate is within the margin of error of the 2009 estimate).

Table 5. Average Annual PMT, Person Trips and Trip Length by Trip Purpose 1969, 1977, 1983, 1990, and 1995 NPTS, and 2001 and 2009 NHTS.

Trip Purpose	1983	1990	1995	2001	2009	95% CI
Average Annual PMT per Household						
All Purposes	22,802	30,316	34,459	35,244	33,004	1,235.1
To/From Work	4,586	5,637	7,740	6,706	6,256	170.1
Work Related Business	1,354	1,043	1,987	2,987	2,078	247.2
Shopping	2,567	3,343	4,659	4,887	4,620	181.4
Other Family/Personal Errands	3,311	7,167	7,381	6,671	5,134	222.8
School/Church	1,522	1,599	1,973	2,060	2,049	123.0
Social and Recreational	8,964	11,308	10,571	10,586	9,989	585.8
Other	500	214	131	1,216	2,878	864.6
Average Annual Person Trips per Household						
All Purposes	2,628	3,262	3,828	3,581	3,466	31.8
To/From Work	537	539	676	565	541	7.9
Work Related Business	62	38	100	109	106	7.4
Shopping	474	630	775	707	725	14.6
Other Family/Personal Errands	456	854	981	863	748	13.9
School/Church	310	304	337	351	333	9.8
Social and Recreational	728	874	953	952	952	14.1
Other	61	22	6	30	61	4.1
Average Person Trip Length (miles)						
All Purposes	8.7	9.5	9.1	10.0	9.7	0.4
To/From Work	8.5	10.7	11.6	12.1	11.8	0.3
Work Related Business	21.8	28.2	20.3	28.3	20.0	2.0
Shopping	5.4	5.4	6.1	7.0	6.5	0.2
Other Family/Personal Errands	7.3	8.6	7.6	7.8	7.0	0.3
School/Church	4.9	5.4	6.0	6.0	6.3	0.3
Social and Recreational	12.3	13.2	11.3	11.4	10.7	0.6
Other	8.2	10.3	22.8	43.1	51.5	14.5

Note:

- Average person trip length is calculated using only those records with trip mileage information present.
- 1990 person and vehicle trips were adjusted to account for survey collection method changes (see 2001 Summary of Travel Trends Appendix 2).
- 1995 Vehicle Miles of Travel (VMT) and vehicle trips with "To or From Work" as a trip purpose is believed to be overstated.
- "Other Family/Personal Errands" includes personal business and medical/dental. Please see Appendix A - Glossary for definition.
- PMT is Person Miles of Travel. CI is Confidence Interval.

City of Palm Coast, Florida Agenda Item

Agenda Date: 3/27/2018

Department	PLANNING	Amount
Item Key	2737	Account
Subject	ORDINANCE 2018-XX AMENDING CHAPTER 15 "BUILDINGS AND BUILDING REGULATIONS" OF THE CITY'S CODE OF ORDINANCES	
Background :	<p>The Florida Building Code has gradually integrated flood regulations. To ensure ongoing consistency with the NFIP and FBC regulations, the Florida Division of Emergency Management (FDEM) created a "model ordinance" for Florida communities to maintain compliance with the NFIP. In the last year, City staff have worked with FDEM consulting staff to align the model ordinance with the City's existing higher standards associated with the Community Rating System (CRS) program. The draft Ordinance(s) are the product of adapting the model ordinance to existing City regulations and standards.</p> <p>The proposed technical amendment to the Florida Building Code incorporates local higher standards to appropriately enforce flood damage protection regulations.</p>	
Recommended Action :	Adopt Ordinance 2018-XX Amending Chapter 15 "BUILDINGS AND BUILDING REGULATIONS" of the City's Code of Ordinances	

ORDINANCE 2018- _____
AMENDING CHAPTER 15 OF THE CODE OF ORDINANCES

AN ORDINANCE OF THE CITY OF PALM COAST, FLORIDA, AMENDING THE CITY’S CODE OF ORDINANCES, CHAPTER 15 – “BUILDINGS AND BUILDING REGULATIONS” ADOPTING LOCAL TECHNICAL AMENDMENTS TO THE FLORIDA BUILDING CODE; PROVIDING A FISCAL IMPACT STATEMENT; PROVIDING FOR APPLICABILITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Legislature of the State of Florida has, in Chapter 166 – Municipalities, Florida Statutes, conferred upon local governments the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the City of Palm Coast participates in the National Flood Insurance Program, adopting and administering floodplain management regulations in the Land Development Code; and

WHEREAS, Chapter 553, Florida Statutes, allows for local technical amendments to the *Florida Building Code* that provide for more stringent requirements than those specified in the Code and allows adoption of local technical amendments to the Florida Building Code to implement the National Flood Insurance Program and incentives; and

WHEREAS, the City Council, previously adopted requirements (1) to increase the minimum elevation requirement in high risk flood hazard areas; (2) to limit partitioning of enclosed areas below elevated buildings and to limit access to enclosed areas; (3) to require buildings that sustain repetitive flood damage over a 10-year period to be included in the definition of “substantial damage;” and (4) to require accumulation of costs of improvements and repairs of buildings, based on issued building permits, over a 10-year period, for the purpose of participating in the National Flood Insurance Program’s Community Rating System, and, pursuant to section 553.73(5), F.S., is formatting those requirement to coordinate with the *Florida Building Code*; and

WHEREAS, words with underlined type shall constitute additions to the original text and strike through shall constitute deletions to the original text, and asterisks (* * *) indicate that text shall remain unchanged from the language existing prior to adoption of this Ordinance.

NOW, THEREFORE, IT IS HEREBY ORDAINED BY THE CITY OF PALM COAST, FLORIDA:

SECTION 1. LEGISLATIVE AND ADMINISTRATIVE FINDINGS. The above recitals (whereas clauses) are hereby adopted as the legislative and administrative findings of the City Council.

SECTION 2. AMENDING CHAPTER 15, BUILDINGS AND BUILDING REGULATIONS. Chapter 15 – “Buildings and Building Regulations” of the City Code of Ordinances, is hereby amended to add local technical amendments to the *Florida Building Code* as follows: .

Sec. 15-28. – Technical Amendments to the Florida Building Code, Building

In Section 202, Definitions, modify as follows:

SUBSTANTIAL DAMAGE. Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred. The term also includes flood-related damage sustained by a structure on two separate occasions during a 10-year period for which the cost of repairs at the time of each such flood event, on average, equals or exceeds 25 percent of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT. Any combination of repair, reconstruction, rehabilitation, addition, or other improvement of a building or structure taking place during a 10-year period, the cumulative cost of which equals or exceeds fifty (50) percent of the market value of the building or structure before the improvement or repair is started. The period of accumulation begins when the first improvement or repair of each building is permitted subsequent to August 19, 2008. If the structure has incurred "substantial damage," any repairs are considered substantial improvement regardless of the actual repair work performed. The term does not, however, include either:

- (1) Any project for improvement of a building required to correct existing health, sanitary, or safety code violations identified by the building official and that are the minimum necessary to assure safe living conditions.
- (2) Any alteration of a historic structure provided the alteration will not preclude the structure's continued designation as a historic structure.

In Section 1612, Flood Loads, add as follows:

1612.4.2 Elevation requirements. The minimum elevation requirements for coastal high hazard areas (Zone V) and Coastal A Zones shall be as specified in ASCE 24 or the base flood elevation plus 2 feet (610 mm), whichever is higher.

1612.4.3 Additional requirements for enclosed areas. In addition to the requirements of ASCE 24, enclosed areas below the design flood elevation shall not be partitioned or finished into separate rooms except for stairwells, ramps, and elevators.

Sec. 15-29. – Technical Amendments to the Florida Building Code, Existing Building

In Section 202, Definitions, modify as follows:

SUBSTANTIAL DAMAGE. Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before-damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred. The term also includes flood-related damage sustained by a structure on two separate occasions during a 10-year period for which the cost of repairs at the time of each such flood event, on average, equals or exceeds 25 percent of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT. Any combination of repair, reconstruction, rehabilitation, addition, or other improvement of a building or structure taking place during a 10-year period, the cumulative cost of which equals or exceeds fifty (50) percent of the market value of the building or structure before the improvement or repair is started. The period of accumulation begins when the first improvement or repair of each building is permitted subsequent to August 19, 2008. If the structure has incurred "substantial damage," any repairs are considered substantial improvement regardless of the actual repair work performed. The term does not, however, include either:

- (1) Any project for improvement of a building required to correct existing health, sanitary, or safety code violations identified by the building official and that are the minimum necessary to assure safe living conditions.
- (2) Any alteration of a historic structure provided the alteration will not preclude the

structure's continued designation as a historic structure.

Sec. 15-30. – Technical Amendments to the Florida Building Code, Residential

In Section R322, modify as follows:

R322.2.2 Enclosed areas below design flood elevation. Enclosed areas, including crawl spaces, that are below the design flood elevation shall:

1. Be used solely for parking of vehicles, building access or storage. The interior portion of such enclosed areas shall not be partitioned or finished into separate rooms except for stairwells, ramps, and elevators, unless a partition is required by the fire code. The limitation on partitions does not apply to load bearing walls interior to perimeter wall (crawl space) foundations. Access to enclosed areas shall be the minimum necessary to allow for the parking of vehicles (garage door) or limited storage of maintenance equipment used in connection with the premises (standard exterior door) or entry to the building (stairway or elevator).

Remainder unchanged

* * *

R322.3.2 Elevation requirements.

1. Buildings and structures erected within coastal high-hazard areas and Coastal A Zones, shall be elevated so that the bottom of the lowest horizontal structure members supporting the lowest floor, with the exception of pilings, pile caps, columns, grade beams and bracing, is elevated to or above the base flood elevation plus 2 feet ~~plus 1 foot (305 mm)~~ or the design flood elevation, whichever is higher.
2. Basement floors that are below grade on all sides are prohibited.
3. The use of fill for structural support is prohibited.
4. Minor grading, and the placement of minor quantities of fill, shall be permitted for landscaping and for drainage purposes under and around buildings and for support of parking slabs, pool decks, patios and walkways.
5. Walls and partitions enclosing areas below the design flood elevation shall meet the requirements of Sections R322.3.4 and R322.3.5.

* * *

R322.3.4 Walls below design flood elevation. ~~Walls and partitions~~ Walls ~~and partitions~~ are permitted below the elevated floor, provided that such walls ~~and partitions~~ are not part of the structural support of the building or structure and:

1. Electrical, mechanical, and plumbing system components are not to be mounted on or penetrate through walls that are designed to break away under flood loads; and
2. Are constructed with insect screening or open lattice; or
3. Are designed to break away or collapse without causing collapse, displacement or other structural damage to the elevated portion of the building or supporting foundation system. Such walls, framing and connections shall have a design safe loading resistance of not less than 10 (470 Pa) and no more than 20 pounds per square foot (958 Pa); or
4. Where wind loading values of this code exceed 20 pounds per square foot (958 Pa),

the construction documents shall include documentation prepared and sealed by a registered design professional that:

- 4.1. The walls ~~and partitions~~ below the design flood elevation have been designed to collapse from a water load less than that which would occur during the design flood.
- 4.2. The elevated portion of the building and supporting foundation system have been designed to withstand the effects of wind and flood loads acting simultaneously on all building components (structural and nonstructural). Water loading values used shall be those associated with the design flood. Wind loading values used shall be those required by this code.

R322.3.5 Enclosed areas below the design flood elevation. Enclosed areas below the design flood elevation shall be used solely for parking of vehicles, building access or storage. The interior portion of such enclosed area shall not be partitioned or finished into separate rooms except for stairwells, ramps, and elevators, unless a partition is required by the fire code. Access to enclosed areas shall be the minimum necessary to allow for the parking of vehicles (garage door) or limited storage of maintenance equipment used in connection with the premises (standard exterior door) or entry to the building (stairway or elevator).

SECTION 3. FISCAL IMPACT STATEMENT. In terms of design, plan application review, construction and inspection of buildings and structures, the cost impact as an overall average is negligible in regard to the local technical amendments because all development has been subject to the requirements of the local floodplain management ordinance adopted for participation in the National Flood Insurance Program. In terms of lower potential for flood damage, there will be continued savings and benefits to consumers.

SECTION 4. APPLICABILITY. For the purposes of jurisdictional applicability, this ordinance shall apply to all applications for building permits in flood hazard areas submitted on or after the effective date.

SECTION 5. SEVERABILITY. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance.

SECTION 6. CODIFICATION. It is the intention of the City Council of the City of Palm Coast, Florida, and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the Code of Ordinance of the City of Palm Coast, Florida; that the Sections of this Ordinance may be renumbered or re-lettered to accomplish such intention; that the word, “Ordinance” may be changed to Section,” “Article,” or other appropriate word.

SECTION 7. CONFLICTS. All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed.

SECTION 8. EFFECTIVE DATE. This Ordinance shall become effective immediately upon its passage and adoption.

Approved on first reading this _____ day of _____, 2018.

Adopted on second reading after due public notice and hearing this _____ day of _____ 2018.

CITY OF PALM COAST, FLORIDA

ATTEST:

MILISSA HOLLAND, MAYOR

VIRGINIA SMITH, CITY CLERK

APPROVED AS TO FORM AND LEGALITY

WILLIAM E. REISCHMANN, JR., ESQ.
CITY ATTORNEY

City of Palm Coast, Florida Agenda Item

Agenda Date: 3/27/2018

Department	PLANNING	Amount	
Item Key	2736	Account	
		#	
Subject ORDINANCE 2018-XX AMENDING SECTION 10.02 OF THE UNIFIED LAND DEVELOPMENT CODE RELATING TO FLOOD DAMAGE PROTECTION			
Background :			
<p>Since February 2002, the City of Palm Coast has participated in the National Flood Insurance Program (NFIP) administered by the Federal Emergency Management Agency (FEMA). Participation in the NFIP comes with a requirement to adopt the minimal standards of the program, originally satisfied by Ordinance adoption in 2001. In order for a citizen to buy flood insurance, a community must participate in the NFIP. Beyond the minimal standards of the NFIP, communities are encouraged to participate in the Community Rating System (CRS) program.</p> <p>The CRS program recognizes and encourages communities for floodplain management activities that exceed NFIP standards. The CRS program ranks participants on a scale of 1 (best) to 10 (entry level) based on a points-achieved standard. The City's participation has directly reduced flood insurance rates for most policies written for properties with the City. The following section provides a timeline of the City's efforts to improve floodplain management efforts.</p> <ul style="list-style-type: none"> 02/02/2002: Accepted into the NFIP 05/01/2004: CRS Class 7 (15% premium reduction) 07/17/2006: Effective Date of revised Flood Insurance Rate Maps 08/19/2008: Unified Land Development Code adopted 05/01/2009: CRS Class 6 (20% premium reduction) 11/20/2014: CRS Class 5 (25% premium reduction) 05/01/2017: CRS Class 4 (30% premium reduction). At time of 2017 Class change, there were only 12 other communities with a Class 4 or better designation in the entire United States. 06/06/2018: Effective Date of revised Flood Insurance Rate Maps. The proposed ordinance references the upcoming effective date for the updated maps. <p>In the last few years, the Florida Building Code has gradually integrated flood regulations. To ensure ongoing consistency with the NFIP and FBC regulations, the Florida Division of Emergency Management (FDEM) created a "model ordinance" for Florida communities to maintain compliance with the NFIP. In the last year, City staff have worked with FDEM consulting staff to align the model ordinance with the City's existing higher standards associated with the Community Rating System (CRS) program. The draft Ordinance(s) are the product of adapting the model ordinance to existing City regulations and standards.</p> <p>In an effort to receive feedback from the development community, the Ordinance(s) were distributed to the Flagler County Association for Responsible Development (FCARD) stakeholders. Three meetings were conducted with FCARD on April 13, 2017, January 25, 2018, and February 15, 2018 along with subsequent updates and Ordinance(s) drafts. Over the</p>			

course of these meetings and additional discussions, various changes to the Ordinance(s) associated with Section(s) 10.02 and 14.02 of the Unified Land Development Code (LDC) and Chapter 15 of the Code of Ordinances were requested by FCARD. At the February 21, 2018 Planning and Land Development Regulation Board (PLDRB) meeting, the FCARD requested changes to Section 10.02 of LDC were presented; however, additional changes have been requested and applied since the meeting. Staff will present these changes during the City Council Workshop.

Staff evaluated the following Comprehensive Plan Policies to determine if the proposed Ordinance(s) are consistent.

Objective 6.1.12 – Floodplain Protection

Maintain the hydrological and ecological function of floodplain areas by reducing loss of flood storage capacity and protecting the functional value of wetlands.

Policy 6.1.12.1 – The City shall enforce land development regulations and amend the LDC, as necessary, to specify limitations on the encroachment, setbacks, buffer zones, alteration and incompatible land uses in design storm event floodplains. At a minimum, the City shall include the following criteria as the basis for the protection of 100-year floodplains:

A. Minimization of flood damage and related losses by prohibiting new development within 100-year floodplains unless the structures uses elevated lowest floors or flood proofing, and provide compensating storage.

B. Protection of appropriate floodplain areas by land acquisition or conservation easements.

C. Minimum standards for drainage from developments within 100-year floodplains to reduce impacts on adjoining properties or degradation of the quality of the receiving surface water bodies.

Policy 6.1.12.2 – The City shall continue to participate in the FEMA Community Rating Systems (CRS) program, which involves meeting higher than minimum National Flood Insurance Program (NFIP).

Policy 6.1.12.3 – The City's LDC shall be reviewed annually to ensure that it is consistent with the latest available regulations promulgated by the FEMA to reduce property damage and loss of life due to flooding.

Policy 6.1.12.4 – The City shall protect the natural functions of the 100-year floodplain so that the flood carrying and flood storage capacity are maintained by implementing and enforcing floodplain regulations and reviewing development proposals for the presence of impacts on floodplains.

Staff has determined that the proposed Ordinance(s) are consistent with all applicable Comprehensive Plan Policies.

Ordinance(s) Timeline Summary:

January 17, 2018 PLDRB Workshop

February 21, 2018 PLDRB Business Meeting: PLDRB Action – 6-0 vote – Recommend to City Council to approve the Ordinance to amend Section(s) 10.02 and 14.02 of the Unified Land Development Code.

Recommended Action :

Adopt Ordinance 2018-XX Amending Section 10.02 of the Unified Land Development Code relating to Flood Damage Protection

ORDINANCE 2018- _____
AMENDING SECTION 10.02 OF THE
UNIFIED LAND DEVELOPMENT CODE

AN ORDINANCE OF THE CITY OF PALM COAST, FLORIDA, AMENDING THE CITY’S UNIFIED LAND DEVELOPMENT CODE; REPEALING SECTION 10.02, “FLOOD DAMAGE PROTECTION” OF CHAPTER 10, ENVIRONMENTAL AND CULTURAL RESOURCE PROTECTION, AND REPLACING IT WITH NEW SECTION 10.02, “FLOODPLAIN MANAGEMENT” TO CLARIFY INTENT AND TO REFLECT CURRENT DEVELOPMENT TRENDS; AMENDING SECTION 14.02, “GLOSSARY” TO ADD, REVISE AND DELETE DEFINITIONS RELATING TO FLOODPLAIN TERMINOLOGY; PROVIDING FOR APPLICABILITY; PROVIDING FOR SEVERABILITY; PROVIDING FOR CODIFICATION; PROVIDING FOR CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the Legislature of the State of Florida has, in Chapter 166 – Municipalities, Florida Statutes, conferred upon local governments the authority to adopt regulations designed to promote public health, safety, and general welfare of its citizenry; and

WHEREAS, the Federal Emergency Management Agency has identified special flood hazard areas within the boundaries of Palm Coast and such areas may be subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare; and

WHEREAS, the City of Palm Coast was accepted for participation in the National Flood Insurance Program on February 4, 2002 and the City of Palm Coast desires to continue to meet the requirements of Title 44 Code of Federal Regulations, Sections 59 and 60, necessary for such participation; and

WHEREAS, the City Council has determined that it is in the public interest to adopt the proposed floodplain management regulations that are coordinated with the Florida Building Code as adopted by Ordinance 2008-14; and

WHEREAS, the City Council has determined that an amendment to Section 10.02 - Flood Damage Protection and related definitions in Section 14.02 - Glossary is warranted to remain consistent with the National Flood Insurance Program requirements; and

WHEREAS, the City’s Planning and Land Development Regulation Board (PLDRB) held a public meeting to hear public input and discuss these proposed revisions, and found the revisions to be consistent with the Comprehensive Plan; and

WHEREAS, at a meeting on February 21, 2018 the PLDRB voted ____ in favor of the proposed revisions; and

WHEREAS, the City Council of Palm Coast has determined to revoke the previous Section 10.02 and replace it with the following text as shown below; and

WHEREAS, words with underlined type shall constitute additions to the original text and strike through shall constitute deletions to the original text, and asterisks (* * *) indicate that text shall remain unchanged from the language existing prior to adoption of this Ordinance.

NOW, THEREFORE, IT IS HEREBY ORDAINED BY THE CITY OF PALM COAST, FLORIDA:

SECTION 1. LEGISLATIVE FINDINGS. The above recitals (whereas clauses) are hereby adopted as the legislative and administrative findings of the City Council.

SECTION 2. REPEALING SECTION 10.02 – “FLOOD DAMAGE PROTECTION” AND REPLACING IT WITH SECTION 10.02 – “FLOODPLAIN MANAGEMENT” OF THE UNIFIED LAND DEVELOPMENT CODE. Section 10.02 – Flood Damage Protection is hereby repealed and replaced by the following:

Sec. 10.02 Floodplain Management

10.02.01 Administration

- A. **General.** These regulations shall be known as the Floodplain Management Ordinance of the City of Palm Coast, hereinafter referred to as “this article.”
- B. **Scope.** The provisions of this article shall apply to all development that is wholly within or partially within any flood hazard area, including but not limited to the subdivision of land; filling, grading, and other site improvements and utility installations; construction, alteration, remodeling, enlargement, improvement, replacement, repair, relocation or demolition of buildings, structures, and facilities that are exempt from the Florida Building Code; placement, installation, or replacement of manufactured homes and manufactured buildings; installation or replacement of tanks; placement of recreational vehicles; installation of swimming pools; and any other development.

10.02.02 Reserved.

10.02.03 Intent.

- A. The purposes of this article and the flood load and flood resistant construction requirements of the Florida Building Code are to establish minimum requirements to safeguard the public health, safety, and general welfare and to minimize public and private losses due to flooding through regulation of development in flood hazard areas to:
 - 1. Minimize unnecessary disruption of commerce, access and public service during times of flooding;

2. Require the use of appropriate construction practices in order to prevent or minimize future flood damage;
 3. Manage filling, grading, dredging, mining, paving, excavation, drilling operations, storage of equipment or materials, and other development which may increase flood damage or erosion potential;
 4. Manage the alteration of flood hazard areas, watercourses, and shorelines to minimize the impact of development on the natural and beneficial functions of the floodplain;
 5. Minimize damage to public and private facilities and utilities;
 6. Help maintain a stable tax base by providing for the sound use and development of flood hazard areas;
 7. Minimize the need for future expenditure of public funds for flood control projects and response to and recovery from flood events; and
 8. Meet the requirements of the National Flood Insurance Program for community participation as set forth in the Title 44 Code of Federal Regulations, Section 59.22.
- B. Coordination with the Florida Building Code.** This article is intended to be administered and enforced in conjunction with the Florida Building Code. Where cited, ASCE 24 refers to the edition of the standard that is referenced by the Florida Building Code.
- C. Warning.** The degree of flood protection required by this article and the Florida Building Code, as amended by this community, is considered the minimum reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur. Flood heights may be increased by man-made or natural causes. This article does not imply that land outside of mapped special flood hazard areas, or that uses permitted within such flood hazard areas, will be free from flooding or flood damage. The flood hazard areas and base flood elevations contained in the Flood Insurance Study and shown on Flood Insurance Rate Maps and the requirements of Title 44 Code of Federal Regulations, Sections 59 and 60 may be revised by the Federal Emergency Management Agency, requiring this community to revise these regulations to remain eligible for participation in the National Flood Insurance Program. No guarantee of vested use, existing use, or future use is implied or expressed by compliance with this article.
- D. Disclaimer of Liability.** This article shall not create liability on the part of City Council of the City of Palm Coast or by any officer or employee thereof for any flood damage that results from reliance on this article or any administrative decision lawfully made thereunder.

10.02.04 **Applicability**

- A. General.** Where there is a conflict between a general requirement and a specific requirement, the specific requirement shall be applicable.
- B. Areas to which this article applies.** This article shall apply to all flood hazard areas within the City of Palm Coast as established in Section 10.02.04.C of this article.
- C. Basis for establishing flood hazard areas.** The Flood Insurance Study for Flagler County, Florida and Incorporated Areas dated June 6, 2018 and any subsequent revisions, and the accompanying Flood Insurance Rate Maps (FIRM), are adopted by reference as a part of this article and shall serve as the minimum basis for establishing flood hazard areas. Studies and maps that establish flood hazard areas are on file at the City of Palm Coast Community Development Department, 160 Lake Avenue, Palm Coast, Florida 32164.
- D. Submission of additional data to establish flood hazard areas.** To establish flood hazard areas and base flood elevations, pursuant to Section 10.02.07 of this article the Floodplain Administrator may require submission of additional data. Where field surveyed topography prepared by a Florida licensed

professional surveyor or digital topography accepted by the Floodplain Administrator indicates that ground elevations:

1. Are below the closest applicable base flood elevation, even in areas not delineated as a special flood hazard area on a FIRM, the area shall be considered as a flood hazard area and subject to the requirements of this article and, as applicable, the requirements of the Florida Building Code.
 2. Are above the closest applicable base flood elevation, the area shall be regulated as special flood hazard area unless the applicant obtains a Letter of Map Change that removes the area from the special flood hazard area.
- E. Other Laws.** The provisions of this article shall not be deemed to nullify any provisions of local, state or federal law.
- F. Abrogation and greater restrictions.** This article supersedes any article in effect for management and development in flood hazard areas. However, it is not intended to repeal or abrogate any other provisions of existing ordinances including but not limited to land development regulations, zoning ordinances, stormwater management regulations, or the Florida Building Code. In the event of a conflict between these regulations and any other regulation, the more restrictive shall govern. This article shall not impair any deed restriction, covenant or easement, but any land that is subject to such interests shall also be governed by this article.
- G. Interpretation.** In the interpretation and application of this article, all provisions shall be:
1. Considered as minimum requirements;
 2. Liberally construed in favor of the governing body; and
 3. Deemed neither to limit nor repeal any other powers granted under state statutes.

10.02.05 Duties and Powers of the Floodplain Administrator

- A. Designation.** The Land Use Administrator is designated the Floodplain Administrator. The Floodplain Administrator may delegate performance of certain duties to other employees.
- B. General.** The Floodplain Administrator is authorized and directed to administer and enforce the provisions of this article. The Floodplain Administrator shall have the authority to render interpretations of this article consistent with the intent and purpose of this article and may establish policies, and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall not have the effect of waiving requirements specifically provided in this article without the granting of a variance pursuant to Section 10.02.09 of this article.
- C. Applications and permits.** The Floodplain Administrator, in coordination with other pertinent offices of the community, shall:
1. Review applications and plans to determine whether proposed development will be located in flood hazard areas;
 2. Review applications for modifications of any existing development in flood hazard areas for compliance with the requirements of this article;
 3. Interpret flood hazard area boundaries where such interpretation is necessary to determine the exact location of boundaries; a person contesting the determination shall have the opportunity to appeal the interpretation;
 4. Provide available flood elevation and flood hazard information;
 5. Determine whether additional flood hazard data shall be obtained from other sources which shall be developed by an applicant;

6. Review applications to determine whether proposed development will be reasonably safe from flooding;
 7. Issue floodplain development permits or approvals for development other than buildings and structures that are subject to the Florida Building Code, including buildings, structures and facilities exempt from the Florida Building Code, when compliance with this article is demonstrated, or disapprove the same in the event of noncompliance; and
 8. Coordinate with and provide comments to the Building Official to assure that applications, plan reviews, and inspections for buildings and structures in flood hazard areas comply with the applicable provisions of this article.
- D. **Substantial improvements and substantial damage determinations.** For applications for building permits to improve buildings and structures, including alterations, movement, enlargement, replacement, repair, change of occupancy, additions, rehabilitations, renovations, substantial improvements, repairs of substantial damage, and any other improvement of or work on such buildings and structures, the Floodplain Administrator, in coordination with the Building Official, shall;
1. Estimate the market value, or require the applicant to obtain an appraisal of the market value prepared by a qualified independent appraiser, of the building or structure before the start of construction of the proposed work; in the case of repair, the market value of the building or structure shall be the market value before the damage occurred and before the repairs are made;
 2. Compare the cost to perform the improvement, the cost to repair a damaged building to its pre-damaged condition, or the combined costs of improvements and repairs, if applicable, to the market value of the building or structure;
 3. Determine and document whether the proposed work constitutes substantial improvements or repair of substantial damage; the determination requires evaluation of previous permits issued for improvements and repairs as specified in the definition of “substantial improvement”; for proposed work to repair damage caused by flooding, the determination requires evaluation of previous permits issued to repair flood-related damage as specified in the definition of “substantial damage”;
 4. Notify the applicant if it is determined that the work constitutes substantial improvement or repair of substantial damage and that compliance with the flood resistant construction requirements of the Florida Building Code and this article is required.
- E. **Modifications of the strict application of the requirements of the Florida Building Code.** The Floodplain Administrator shall review requests submitted to the Building Official that seek approval to modify the strict application of the flood load and flood resistant construction requirements of the Florida Building Code to determine whether such requests require the granting of a variance pursuant to Section 10.02.09 of this article.
- F. **Notices and orders.** The Floodplain Administrator shall coordinate with appropriate local agencies for the issuance of all necessary notices or orders to ensure compliance with this article.
- G. **Inspections.** The Floodplain Administrator shall make the required inspections as specified in Section 10.02.08 of this article for development that is not subject to the Florida Building Code, including buildings, structures and facilities exempt from the Florida Building Code. The Floodplain Administrator shall inspect flood hazard areas to determine if development is undertaken without issuance of a permit.
- H. **Other duties of the Floodplain Administrator.** The Floodplain Administrator shall have other duties, including but not limited to:

1. In coordination with the Building Official, review all permits for construction within the Special Flood Hazard Areas to ensure that the proposed project meets the flood resistant construction requirements of the *Florida Building Code*, including elevation requirements;
 2. Establish, in coordination with the Building Official, procedures for administering and documenting determinations of substantial improvement and substantial damage made pursuant to Section 10.02.05.D of this article;
 3. Require that applicants proposing alteration of a watercourse notify adjacent communities and the Florida Division of Emergency Management, State Floodplain Management Office, and submit copies of such notifications to the Federal Emergency Management Agency (FEMA);
 4. Require applicants, who submit hydrologic and hydraulic engineering analyses to support permit applications, to submit to FEMA the data and information necessary to maintain the Flood Insurance Rate Maps if the analyses propose to change base flood elevations, flood hazard area boundaries, or floodway designations; such submissions shall be made within 6 months of such data becoming available;
 5. Review required design certifications and documentation of elevations specified by this article and the Florida Building Code to determine that such certifications and documentations are complete. Elevation certificates shall be provided at three stages, 1) construction drawings, 2) building under construction, and 3) finished construction;
 6. Notify the Federal Emergency Management Agency (FEMA) when the corporate boundaries of the City of Palm Coast are modified; and
 7. Advise applicants for new buildings and structures, including substantial improvements, that are located in any unit of the Coastal Barrier Resources System established by the Coastal Barrier Resources Act (Pub. L. 97-348) and the Coastal Barrier Improvement Act of 1990 (Pub. L. 101-591) that federal flood insurance is not available on such construction; areas subject to this limitation are identified on Flood Insurance Rate Maps as “Coastal Barrier Resource System Areas” and “Otherwise Protected Areas.”
- I. **Floodplain management records.** Regardless of any limitation on the period required for retention of public records, the Floodplain Administrator shall maintain and permanently keep and make available for public inspection all records that are necessary for the administration of this article and the flood resistant construction requirements of the Florida Building Code, including Flood Insurance Rate Maps; Letters of Map Change; records of issuance of permits and denial of permits; determinations of whether proposed work constitutes substantial improvement or repair of substantial damage; required design certifications and documentation of elevations specified by the Florida Building Code and this article; notifications to adjacent communities, FEMA, and the state related to alterations of watercourses; assurances that the flood carrying capacity of altered watercourses will be maintained; documentation related to appeals and variances, including justification for issuance or denial; and records of enforcement actions taken pursuant to this article and the flood resistant construction requirements of the Florida Building Code. These records shall be available for public inspection at City of Palm Coast.

10.02.06 Permits

- A. **Permits required.** Any owner or owner’s authorized agent (hereinafter “applicant”) who intends to undertake any development activity within the scope of this article, including buildings, structures and facilities exempt from the Florida Building Code, which is wholly within or partially within any flood hazard area shall first make application to the Floodplain Administrator, and the Building Official if applicable, and shall obtain the required permit(s) and approval(s). No such permit or approval shall be issued until compliance with the requirements of this article and all other applicable codes and regulations has been satisfied.

- B. Floodplain development permits or approvals.** Floodplain development permits or approvals shall be issued pursuant to this article for any development activities not subject to the requirements of the Florida Building Code, including buildings, structures and facilities exempt from the Florida Building Code. Depending on the nature and extent of proposed development that includes a building or structure, the Floodplain Administrator may determine that a floodplain development permit or approval is required in addition to a building permit.
- C. Buildings, structures and facilities exempt from the *Florida Building Code*.** Pursuant to the requirements of federal regulation for participation in the National Flood Insurance Program (44 C.F.R. Sections 59 and 60), floodplain development permits or approvals shall be required for the following buildings, structures and facilities that are exempt from the Florida Building Code and any further exemptions provided by law, which are subject to the requirements of this article:
1. Railroads and ancillary facilities associated with the railroad.
 2. Nonresidential farm buildings on farms, as provided in Section 604.50, F.S.
 3. Temporary buildings or sheds used exclusively for construction purposes.
 4. Mobile or modular structures used as temporary offices.
 5. Those structures or facilities of electric utilities, as defined in Section 366.02, F.S., which are directly involved in the generation, transmission, or distribution of electricity.
 6. Chickees constructed by the Miccosukee Tribe of Indians of Florida or the Seminole Tribe of Florida. As used in this paragraph, the term “chickee” means an open-sided wooden hut that has a thatched roof of palm or palmetto or other traditional materials, and that does not incorporate any electrical, plumbing, or other non-wood features.
 7. Family mausoleums not exceeding 250 square feet in area which are prefabricated and assembled on site or preassembled and delivered on site, and have walls, roofs, and a floor constructed of granite, marble, or reinforced concrete.
 8. Temporary housing provided by the Department of Corrections to any prisoner in the state correctional system.
 9. Structures identified in Section 553.73(10)(k), F.S., are not exempt from the Florida Building Code if such structures are located in flood hazard areas established on Flood Insurance Rate Maps.
- D. Application for a permit or approval.** To obtain a floodplain development permit or approval the applicant shall first file an application in writing on a form furnished by the City of Palm Coast. The information provided shall:
1. Identify and describe the development to be covered by the permit or approval.
 2. Describe the land on which the proposed development is to be conducted by legal description, street address or similar description that will readily identify and definitively locate the site.
 3. Indicate the use and occupancy for which the proposed development is intended.
 4. Be accompanied by a site plan or construction documents as specified in Section 10.04.07.
 5. State the valuation of the proposed work.
 6. Be signed by the applicant or the applicant’s authorized agent.
 7. Give such other data and information as required by the Floodplain Administrator.
- E. Validity of permit or approval.** The issuance of a floodplain development permit or approval pursuant to this article shall not be construed to be a permit for, or approval of, any violation of this article, the Florida Building Codes, or any other ordinance of this community. The issuance shall not prevent the Floodplain Administrator from requiring the correction of errors and omissions.

- F. Expiration.** A floodplain development permit or approval shall become invalid unless the work authorized by such permit is commenced within 180 days after its issuance, or if the work authorized is suspended or abandoned for a period of 180 days after the work commences. Extensions for periods of not more than 180 days each shall be requested in writing and justifiable cause shall be demonstrated.
- G. Suspension or revocation.** The Floodplain Administrator is authorized to suspend or revoke a floodplain development permit or approval if the permit was issued in error, on the basis of incorrect, inaccurate or incomplete information, or in violation of this article or any other ordinance, regulation or requirement of the City.
- H. Other permits.** Floodplain development permits and building permits shall include a condition or disclaimer that all other applicable state or federal permits be obtained by the applicant before commencement of the permitted development. Such permits may include but not limited to the following:
1. The St. Johns Water Management District; section 373.036, F.S.
 2. Florida Department of Health for onsite sewage treatment and disposal systems; section 381.0065, F.S. and Chapter 64E-6, F.A.C.
 3. Florida Department of Environmental Protection for activities subject to the Joint Coastal Permit; section 161.055, F.S.
 4. Florida Department of Environmental Protection for activities that affect wetlands and alter surface water flows, in conjunction with the U.S. Army Corps of Engineers; Section 404 of the Clean Water Act.
 5. Federal permits and approvals.

10.02.07

Site Plans and Construction Documents

- A. Information for development in flood hazard areas.** The site plan or construction documents for any development subject to the requirements of this article shall be drawn to scale and shall include, as applicable to the proposed development:
1. Delineation of flood hazard areas, floodway boundaries, 25-foot floodway setback, flood zone(s), base flood elevation(s), and ground elevations if necessary for review of the proposed development.
 2. Where base flood elevations or floodway data are not included on the FIRM or in the Flood Insurance Study, they shall be established in accordance with Section 10.02.07.B.2 or Section 10.02.07.B.3 of this article.
 3. Where the parcel on which the proposed development will take place will have more than 50 lots or is larger than 5 acres and the base flood elevations are not included on the FIRM or in the Flood Insurance Study, such elevations shall be established in accordance with Section 10.02.07.B.1 of this article.
 4. Location of the proposed activity and proposed structures, and locations of existing buildings and structures; in coastal high hazard areas, new buildings shall be located landward of the reach of mean high tide.
 5. Location, extent, amount, and proposed final grades of any filling, grading, or excavation.
 6. Where the placement of fill is proposed, the amount, type, and source of fill material; compaction specifications; a description of the intended purpose of the fill areas; and evidence that the proposed fill areas are the minimum necessary to achieve the intended purpose.
 7. Existing and proposed alignment of any proposed alteration of a watercourse.

B. Information in flood hazard areas without base flood elevations (approximate Zone A). Where flood hazard areas are delineated on the FIRM and base flood elevation data have not been provided, the Floodplain Administrator shall:

1. Require the applicant to include base flood elevation data prepared in accordance with currently accepted engineering practices.
2. Obtain, review, and provide to applicants base flood elevation and floodway data available from a federal or state agency or other source, or require the applicant to obtain and use base flood elevation and floodway data available from a federal or state agency or other source.
3. Where base flood elevation data and floodway data are not available from another source, where the available data are deemed by the Floodplain Administrator to not reasonably reflect flooding conditions, or where the available data are known to be scientifically or technically incorrect or otherwise inadequate:
 - a. Require the applicant to include base flood elevation data prepared in accordance with currently accepted engineering practices; or
 - b. Specify that the base flood elevation is two (2) feet above the highest adjacent grade at the location of the development, provided there is no evidence indicating flood depths have been or may be greater than two (2) feet.
4. Where the base flood elevation data are to be used to support a Letter of Map Change from FEMA, advise the applicant that the analyses shall be prepared by a Florida licensed engineer in a format required by FEMA, and that it shall be the responsibility of the applicant to satisfy the submittal requirements and pay the processing fees.

C. Additional analyses and certifications. As applicable to the location and nature of the proposed development activity, and in addition to the requirements of this section, the applicant shall have the following analyses signed and sealed by a Florida licensed engineer for submission with the site plan and construction documents:

1. For development activities proposed to be located in a regulatory floodway or within the 25-foot floodway setback, a floodway encroachment analysis that demonstrates that the encroachment of the proposed development will not cause any increase in base flood elevations; where the applicant proposes to undertake development activities that do increase base flood elevations, the applicant shall submit such analyses to FEMA as specified in Section 10.02.07.D of this article and shall submit the Conditional Letter of Map Revision, if issued by FEMA, with the site plan and construction documents.
2. For development activities proposed to be located in a riverine flood hazard area for which base flood elevations are included in the Flood Insurance Study on the FIRM and floodways have not been designated, hydrologic and hydraulic analyses that demonstrate that the cumulative effect of the proposed development, when combined with all other existing and anticipated flood hazard area encroachments, will not increase the base flood elevation at any point within the community. This requirement does not apply in isolated flood hazard areas not connected to a riverine flood hazard area or in flood hazard areas identified as Zone "O" or Zone "AH".
3. For alteration of a watercourse, an engineering analysis prepared in accordance with standard engineering practices which demonstrates that the flood-carrying capacity of the altered or relocated portion of the watercourse will not be decreased, and certification that the altered watercourse shall be maintained in a manner which preserves the channel's flood-carrying capacity; the applicant shall submit the analysis to FEMA as specified in Section 10.02.07.D of this article.

D. Submission of additional data. When additional hydrologic, hydraulic or other engineering data, studies, and additional analyses are submitted to support an application, the applicant shall seek a Letter of Map Change from FEMA to change the base flood elevations, change floodway boundaries, or change

boundaries of flood hazard areas shown on FIRMs, and to submit such data to FEMA for such purposes. The analyses shall be prepared by a Florida licensed engineer in a format required by FEMA. Submittal requirements and processing fees shall be the responsibility of the applicant.

10.02.08 Inspections

- A. **General.** Development for which a floodplain development permit or approval is required shall be subject to inspection.
- B. **Development other than buildings and structures.** The Floodplain Administrator shall inspect all development to determine compliance with the requirements of this article and the conditions of issued floodplain development permits or approvals.
- C. **Buildings, structures and facilities exempt from the *Florida Building Code*.** The Floodplain Administrator shall inspect buildings, structures and facilities exempt from the Florida Building Code to determine compliance with the requirements of this article and the conditions of issued floodplain development permits or approvals.
- D. **Buildings, structures and facilities exempt from the *Florida Building Code*, lowest floor inspection.** Upon placement of the lowest floor, including basement, and prior to further vertical construction, the owner of a building, structure or facility exempt from the Florida Building Code, or the owner's authorized agent, shall submit to the Floodplain Administrator:
 - 1. If a design flood elevation was used to determine the required elevation of the lowest floor, certification of elevation of the lowest floor prepared and sealed by a Florida licensed professional surveyor; or
 - 2. If the elevation used to determine the required elevation of the lowest floor was determined in accordance with Section 10.02.07.B.3.b of this article, the documentation of height of the lowest floor above highest adjacent grade, prepared by the owner or the owner's authorized agent.
- E. **Buildings, structures and facilities exempt from the *Florida Building Code*, final inspection.** As part of the final inspection, the owner or owner's authorized agent shall submit to the Floodplain Administrator a final certification of elevation of the lowest floor or final documentation of the height of the lowest floor above the highest adjacent grade; such certifications and documentations shall be prepared as specified in Section 10.02.08.D of this article.
- F. **Manufactured homes.** The Building Official shall inspect manufactured homes that are installed or replaced in flood hazard areas to determine compliance with the requirements of this article and the conditions of the issued permit. Upon placement of a manufactured home, certification of the elevation of the lowest floor shall be submitted to the Building Official.

10.02.09 Variances and Appeals

- A. **General.** The Land Use Administrator and the City of Palm Coast Planning and Land Development Regulation Board shall hear and decide on requests for appeals and the Planning and Land Development Regulation Board shall hear requests for variances from the strict application of this article. Pursuant to Section 553.73(5), F.S., the Planning and Land Development Regulation Board shall hear and decide on requests for appeals and requests for variances from the strict application of the flood resistant construction requirements of the Florida Building Code. This section does not apply to Section 3109 of the Florida Building Code, Building.
- B. **Appeals.** Same process as set out in Section 2.16, of the Land Development Code.
- C. **Limitations on authority to grant variances.** The Planning and Land Development Regulation Board shall base its decisions on variances on technical justifications submitted by applicants, the considerations for issuance in Section 10.02.09.H of this article, the conditions of issuance set forth in Section 10.02.09.I of this article, and the comments and recommendations of the Land Use Administrator, Floodplain Administrator and the Building Official. The Planning and Land

Development Regulation Board has the right to attach such conditions as it deems necessary to further the purposes and objectives of this article.

- D. Restrictions in floodways.** A variance shall not be issued for any proposed development in a floodway if any increase in base flood elevations would result, as evidenced by the applicable analyses and certifications required in Section 10.02.07.C of this article.
- E. Historic buildings.** A variance is authorized to be issued for the repair, improvement, or rehabilitation of a historic building that is determined eligible for the exception to the flood resistant construction requirements of the Florida Building Code, Existing Building Chapter 12 Historic Buildings, upon a determination that the proposed repair, improvement, or rehabilitation will not preclude the building's continued designation as a historic building and the variance is the minimum necessary to preserve the historic character and design of the building. If the work precludes the building's continued designation as a historic building, a variance shall not be granted and the building and any repair, improvement, and rehabilitation shall be subject to the requirements of the Florida Building Code.
- F. Functionally dependent uses.** A variance is authorized to be issued for the construction or substantial improvement necessary for the conduct of a functionally dependent use, as defined in this article, provided the variance meets the requirements of Section 10.02.09.D, is the minimum necessary considering the flood hazard, and all due consideration has been given to use of methods and materials that minimize flood damage during occurrence of the base flood.
- G. Alteration of sand dunes or mangrove stands in coastal high hazard areas.** A variance shall not be issued for any proposed alteration of sand dunes or mangrove stands in coastal high hazard areas (Zone V) unless the applicant submits, and the City approves, an engineering analysis that demonstrates the proposed alteration will not increase the potential for flood damage or the potential for erosion. Any such variance shall not be issued unless the proposed alteration is approved by the Florida Department of Environmental Protection. This limitation shall not apply to mangrove stands within City canals.
- H. Considerations for issuance of variances.** In reviewing requests for variances, the Planning and Land Development Regulation Board shall consider all technical evaluations, all relevant factors, all other applicable provisions of the Florida Building Code, Land Development Code and this article, and the following:
1. The danger that materials and debris may be swept onto other lands resulting in further injury or damage;
 2. The danger to life and property due to flooding or erosion damage;
 3. The susceptibility of the proposed development, including contents, to flood damage and the effect of such damage on current and future owners;
 4. The importance of the services provided by the proposed development with existing and anticipated development;
 5. The availability of alternate locations for the proposed development that are subject to lower risk of flooding or erosion;
 6. The compatibility of the proposed development with existing and anticipated development;
 7. The relationship of the proposed development to the comprehensive plan and floodplain management program for the area;
 8. The safety of access to the property in times of flooding for ordinary and emergency vehicles;
 9. The expected heights, velocity, duration, rate of rise and debris and sediment transport of the floodwaters and the effects of wave action, if applicable, expected at the site; and

10. The costs of providing governmental services during and after flood conditions, including maintenance and repair of public utilities and facilities such as sewer, gas, electrical, and water systems, streets, and bridges.

I. Conditions for issuance of variances. Variances shall be issued only upon:

1. Submission by the applicant of a showing of good and sufficient cause that the unique characteristics of the size, configuration, or topography of the site limit compliance with any provision of this article or the required elevation standards.
2. Determination by the Planning and Land Development Regulation that:
 - a. Failure to grant the variance would result in exceptional hardship due to the physical characteristics of the land that render the lot undevelopable; increased costs to satisfy the requirements or inconvenience do not constitute hardship;
 - b. Literal interpretation of the provision of this Land Development Code would deprive the applicant of rights commonly enjoyed by other properties in the same zoning district under the terms of this Land Development Code and would result in unnecessary and undue hardship on the applicant;
 - c. The granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, nor create nuisances, cause fraud on or victimization of the public or conflict with existing local laws and ordinances;
 - d. The variance is the minimum necessary, considering the flood hazard, to afford relief;
 - e. The special conditions and circumstances are not self-imposed and do not result from the actions of the applicant; and
 - f. Receipt of a signed statement by the applicant that the variance, if granted, shall be recorded in the Office of the Clerk of Court in such a manner that it appears in the chain of title of the affected parcel of land;
 - g. If the request is for a variance to allow construction of the lowest floor of a new building, or substantial improvement of a building, below the required elevation, a copy in the record of a written notice from the Floodplain Administrator to the applicant for the variance, specifying the difference between the base flood elevation and the proposed elevation of the lowest floor, stating that the cost of federal flood insurance will be commensurate with the increased risk resulting from the reduced floor elevation (up to amounts as high as \$25 for \$100 of insurance coverage), and stating that construction below the base flood elevation increases risks to life and property;
 - h. The proposed development must not be in conflict with or contrary to the public interest;
 - i. The proposed development must be consistent with the Comprehensive Plan and the provisions of this Land Development Code;
 - j. The proposed development must not impose a significant financial liability or hardship for the City;
 - k. The proposed development must not create an unreasonable hazard, or nuisance, or constitute a threat to the general health, welfare, or safety of the City's inhabitants; and
 - l. The proposed development must comply with all other applicable local, state, and federal laws, statutes, ordinances, regulators, or codes.

10.02.10 Violations

- A. **Violations.** Any development that is not within the scope of the Florida Building Code but that is regulated by this article that is performed without an issued permit, that is in conflict with an issued

permit, or that does not fully comply with this article, shall be deemed a violation of this article. A building or structure without the documentation of elevation of the lowest floor, other required design certifications, or other evidence of compliance required by this article or the Florida Building Code is presumed to be a violation until such time as that documentation is provided.

- B. Authority.** For development that is not within the scope of the Florida Building Code but that is regulated by this article and that is determined to be a violation, the Floodplain Administrator is authorized to serve notices of violation or stop work orders to owners of the property involved, to the owner's agent, or to the person or persons performing the work.
- C. Unlawful continuance.** Any person who shall continue any work after having been served with a notice of violation of a stop work order, except such work as that a person is directed to perform to remove or remedy a violation or unsafe condition, shall be subject to penalties as prescribed by law.

10.02.11 Flood Resistant Development Design and construction of buildings, structures and facilities exempt from the Florida Building Code.

- (i) Pursuant to Section 10.02.06.C of this article, buildings, structures, and facilities that are exempt from the Florida Building Code, including substantial improvement or repair of substantial damage of such buildings, structures and facilities, shall be designed and constructed in accordance with the flood load and flood resistant construction requirements of ASCE 24. Structures exempt from the Florida Building Code that are not walled and roofed buildings shall comply with the requirements of Section 10.02.17 of this article.

10.02.12 Subdivisions

- A. Minimum requirements.** Subdivision proposals, including proposals for manufactured home parks and subdivisions, shall be reviewed to determine that:
 - 1. Such proposals are consistent with the need to minimize flood damage and will be reasonably safe from flooding;
 - 2. All public utilities and facilities such as sewer, gas, electric, communications, and water systems are located and constructed to minimize or eliminate flood damage; and
 - 3. Adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwaters around and away from proposed structures.
- B. Subdivision plats.** Where any portion of proposed subdivisions, including manufactured home parks and subdivisions, lies within a flood hazard area, the following shall be required:
 - 1. Delineation of flood hazard areas, floodway boundaries, 25-foot floodway setback, flood zones, and design flood elevations, as appropriate, shall be shown on preliminary plats;
 - 2. All subdivisions where the base flood elevation is not included on the FIRM, the base elevations are determined in accordance with Section 10.02.07.B.1. of this article; and
 - 3. Compliance with the site improvement and utilities requirements of Section 10.02.13 of this article.
 - 4. Any reduction in the water-holding capacity of the flood hazard area caused by development, structures, and site improvements shall be compensated such that no increase in water surface elevations, peak discharges, or velocities occurs either upstream, downstream, or in the vicinity of the site during occurrence of flood events up to and including the base flood. The compensatory storage shall be located within the same defined floodplain's hydrologic sub basin as the placement of the fill. Technical data providing evidence of the equivalency of the compensatory storage shall be submitted to the City.
 - 5. Applicant shall ensure that technical data reflecting base flood elevation changes or flood hazard area boundary changes are submitted to Federal Emergency Management Agency, with the City's

endorsement, for a conditional Flood Insurance Rate Map revision. Prior to approval of final plat, an issued Letter of Map Change determination from FEMA is required.

10.02.13 Site Improvements, Utilities and Limitations

- A. Minimum requirements.** All proposed new development shall be reviewed to determine that:
1. Such proposals are consistent with the need to minimize flood damage and will be reasonably safe from flooding;
 2. All public utilities and facilities such as sewer, gas, electric, communications, and water systems are located and constructed to minimize or eliminate flood damage; and
 3. Adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwaters around and away from proposed structures.
- B. Sanitary sewage facilities.** All new and replacement sanitary sewage facilities, private sewage treatment plants (including all pumping stations and collector systems), and on-site waste disposal systems shall be designed in accordance with the standards for onsite sewage treatment and disposal systems in Chapter 64E-6, F.A.C. and ASCE 24 Chapter 7 to minimize or eliminate infiltration of floodwaters into the facilities and discharge from the facilities into flood waters, and impairment of the facilities and systems.
- C. Water supply facilities.** All new and replacement water supply facilities shall be designed in accordance with the water well construction standards in Chapter 62-532.500, F.A.C. and ASCE 24 Chapter 7 to minimize or eliminate infiltration of floodwaters into the systems.
- D. Compensatory storage.** Any reduction in the water-holding capacity of the flood hazard area caused by development, structures, and site improvements shall be compensated such that no increase in water surface elevations, peak discharges, or velocities occurs either upstream, downstream, or in the vicinity of the site during occurrence of flood events up to and including the base flood. The compensatory storage shall be located within the same defined floodplain's hydrologic sub basin as the placement of the fill. Technical data providing evidence of the equivalency of the compensatory storage shall be submitted to the City.
- E. Limitations on sites in regulatory floodways and 25-foot floodway setback.** No development, including but not limited to site improvements, and land disturbing activity involving fill or regrading, shall be authorized in the regulatory floodway or 25-foot floodway setback unless the floodway encroachment analysis required in Section 10.02.07.C.1 of this article demonstrates that the proposed development or land disturbing activity will not result in any increase in the base flood elevation.
- F. Limitations on placement of fill.** Subject to the limitations of this article, fill shall be designed to be stable under conditions of flooding including rapid rise and rapid drawdown of floodwaters, prolonged inundation, and protection against flood-related erosion and scour. In addition to these requirements, if intended to support buildings and structures (Zone A only), fill shall comply with the requirements of the Florida Building Code.
- G. Limitations on sites in coastal high hazard areas (Zone V).** In coastal high hazard areas, alteration of sand dunes and mangrove stands shall not be permitted. Construction or restoration of dunes under or around elevated buildings and structures shall comply with Section 10.02.17.I.3 of this article.

10.02.14 Manufactured Homes

- A. General.** Manufactured homes shall not be installed in floodways and 25-foot floodway setback except in an existing manufactured home park or subdivision. All manufactured homes installed in flood hazard areas shall be installed by an installer that is licensed pursuant to Section 320.8249, F. S. and shall comply with the requirements of Chapter 15C-1, F. A. C. and the requirements of this article.

- B. **Foundations** All manufactured homes and replacement manufactured homes installed in flood hazard areas shall be installed on permanent, reinforced foundations that:
1. In flood hazard areas (Zone A) other than coastal high hazard areas, are designed in accordance with the foundation requirements of the Florida Building Code Residential Section R322.2 and this article. Foundations for manufactured homes subject to Section 10.02.14.F of this article are permitted to be reinforced piers or other foundation elements of at least equal strength.
 2. In coastal high hazard areas (Zone V), are designed in accordance with the foundation requirements of the *Florida Building Code, Residential* Section R322.3 and this article.
- C. **Anchoring.** All new manufactured homes and replacement manufactured homes shall be installed using methods and practices which minimize flood damage and shall be securely anchored to an adequately anchored foundation system to resist flotation, collapse or lateral movement. Methods of anchoring include, but are not limited to, use of over the top or frame ties to ground anchors. This anchoring requirement is in addition to applicable state and local anchoring requirements for wind resistance.
- D. **Elevation.** Manufactured homes that are placed, replaced, or substantially improved shall comply with Section 10.02.14.E or Section 10.02.14.F of this article, as applicable.
- E. **General elevation requirement.** Unless subject to the requirements of Section 10.02.14.F of this article, all manufactured homes that are placed, replaced, or substantially improved on sites located:
1. Outside of a manufactured home park or subdivision;
 2. In a new manufactured home park or subdivision;
 3. In an expansion to an existing manufactured home park or subdivision; or
 4. In an existing manufactured home park or subdivision upon which a manufactured home has incurred “substantial damage” as the result of a flood, shall be elevated such that the bottom of the frame is at or above the elevation required, as applicable to the flood hazard area, in the Florida Building Code Residential Section R322.2 (Zone A) or Section R322.3 (Zone V).
- F. Elevation requirement for certain existing manufactured home parks and subdivisions. Manufactured homes that are not subject to Section 10.02.14.E of this article, including manufactured homes that are placed, replaced, or substantially improved on sites located in an existing manufactured home park or subdivision, unless on a site where substantial damage as result of flooding has occurred, shall be elevated such that either the:
1. Bottom of the frame of the manufactured home is at or above the elevation required, as applicable to the flood hazard area, in the Florida Building Code Residential Section R322.2 (Zone A) or Section R322.3 (Zone V); or
 2. Bottom of frame is supported by reinforced piers or other foundation elements of at least equivalent strength that are not less than thirty-six (36) inches in height above grade.
- G. **Enclosures.** Enclosed areas below elevated manufactured shall comply with the requirements of the Florida Building Code Residential Section R322.2 or Section R322.3 for such enclosed areas, as applicable to the flood hazard area.
- H. **Utility equipment.** Utility equipment that serves manufactured homes, including electric, heating, ventilation, plumbing, and air conditioning equipment and other service facilities, shall comply with the requirements of the Florida Building Code, Residential Section R322.

10.02.15 Recreational Vehicles and Trailer Parks

- A. **Temporary placement.** Recreational vehicles and park trailers placed temporarily in flood hazard areas shall:
1. Be prohibited to park or store a recreational vehicle for more than a total of three (3) days, or any

part thereof in any consecutive seven (7) day period on a residential driveway; or

2. Be fully licensed and ready for highway use, which means the recreational vehicle or park model is on wheels or jacking system, is attached to the site only by quick-disconnect type utilities and security devices, and has no permanent attachments such as additions, rooms, stairs, decks and porches.

B. Permanent placement. Recreational vehicles and park trailers that do not meet the limitations in Section 10.02.15.A of this article for temporary placement shall meet the requirements of Section 10.02.14 of this article for manufactured homes.

10.02.16 Tanks

A. Underground tanks. Underground tanks in flood hazard areas shall be anchored to prevent flotation, collapse or lateral movement resulting from hydrodynamic and hydrostatic loads during conditions of the design flood, including the effects of buoyancy assuming the tank is empty.

B. Above-ground tanks, not elevated. Above-ground tanks that do not meet the elevation requirements of Section 10.02.16.C of this article shall:

1. Be permitted in flood hazard areas (Zone A) other than coastal high hazard areas, provided the tanks are anchored or otherwise designed and constructed to prevent flotation, collapse or lateral movement resulting from hydrodynamic and hydrostatic loads during conditions of the design flood, including the effects of buoyancy, assuming the tank is empty, and the effects of flood-borne debris.
2. Not be permitted in coastal high hazard areas (Zone V).

C. Above-ground tanks, elevated. Above-ground tanks in flood hazard areas shall be attached to and elevated to or above the design flood elevation on a supporting structure that is designed to prevent flotation, collapse or lateral movement during conditions of the design flood. Tank-supporting structures shall meet the foundation requirements of the applicable flood hazard area.

D. Tank inlets and vents. Tank inlets, fill openings, outlets and vents shall be:

1. At or above the design flood elevation or fitted with covers designed to prevent the inflow of floodwater or outflow of the contents of the tanks during conditions of the design flood; and
2. Anchored to prevent lateral movement resulting from hydrodynamic and hydrostatic loads, including the effects of buoyancy, during conditions of the design flood.

10.02.17 Other Development

A. General requirements for other development. All development, including man-made changes to improved or unimproved real estate for which specific provisions are not specified in this article or the Florida Building Code, shall:

1. Be located and constructed to minimize flood damage;
2. Meet the limitations of Section 10.02.13.E of this article if located in a regulated floodway;
3. Be anchored to prevent flotation, collapse or lateral movement resulting from hydrostatic loads, including the effects of buoyancy, during conditions of the design flood;
4. Be constructed of flood damage-resistant materials; and
5. Have mechanical, plumbing, and electrical systems above the design flood elevation or meet the requirements of ASCE 24, except that minimum electric service required to address life safety and electric code requirements is permitted below the design flood elevation provided it conforms to the provisions of the electrical part of building code for wet locations.

B. Fences in regulated floodways. Fences in regulated floodways that have the potential to block the

passage of floodwaters, such as stockade fences and wire mesh fences, shall meet the limitations of Section 10.02.13.E of this article.

- C. Retaining walls, sidewalks and driveways in regulated floodways.** Retaining walls and sidewalks and driveways that involve the placement of fill in regulated floodways shall meet the limitations of Section 10.02.13.E of this article.
- D. Roads and watercourse crossings in regulated floodways.** Roads and watercourse crossings, including roads, bridges, culverts, low-water crossings and similar means for vehicles or pedestrians to travel from one side of a watercourse to the other side, that encroach into regulated floodways, shall meet the limitations of Section 10.02.13.E of this article. Alteration of a watercourse that is part of a road or watercourse crossing shall meet the requirements of Section 10.02.07.C.3 of this article.
- E. Concrete slabs used as parking pads, enclosure floors, landings, decks, walkways, patios and similar nonstructural uses in coastal high hazard areas (Zone V).** In coastal high hazard areas, concrete slabs used as parking pads, enclosure floors, landings, decks, walkways, patios and similar nonstructural uses are permitted beneath or adjacent to buildings and structures provided the concrete slabs are designed and constructed to be:
1. Structurally independent of the foundation system of the building or structure;
 2. Frangible and not reinforced, so as to minimize debris during flooding that is capable of causing significant damage to any structure; and
 3. Have a maximum slab thickness of not more than four (4) inches.
- F. Decks and patios in coastal high hazard areas (Zone V).** In addition to the requirements of the *Florida Building Code*, in coastal high hazard areas decks and patios shall be located, designed, and constructed in compliance with the following:
1. A deck that is structurally attached to a building or structure shall have the bottom of the lowest horizontal structural member at or above the design flood elevation and any supporting members that extend below the design flood elevation shall comply with the foundation requirements that apply to the building or structure, which shall be designed to accommodate any increased loads resulting from the attached deck.
 2. A deck or patio that is located below the design flood elevation shall be structurally independent from buildings or structures and their foundation systems, and shall be designed and constructed either to remain intact and in place during design flood conditions or to break apart into small pieces to minimize debris during flooding that is capable of causing structural damage to the building or structure or to adjacent buildings and structures.
 3. A deck or patio that has a vertical thickness of more than twelve (12) inches or that is constructed with more than the minimum amount of fill necessary for site drainage shall not be approved unless an analysis prepared by a qualified registered design professional demonstrates no harmful diversion of floodwaters or wave runup and wave reflection that would increase damage to the building or structure or to adjacent buildings and structures.
 4. A deck or patio that has a vertical thickness of twelve (12) inches or less and that is at natural grade or on nonstructural fill material that is similar to and compatible with local soils and is the minimum amount necessary for site drainage may be approved without requiring analysis of the impact on diversion of floodwaters or wave runup and wave reflection.
- G. Other development in coastal high hazard areas (Zone V).** In coastal high hazard areas, development activities other than buildings and structures shall be permitted only if also authorized by the appropriate federal, state or local authority; if located outside the footprint of, and not structurally attached to, buildings and structures; and if analyses prepared by qualified registered design professionals demonstrate no harmful diversion of floodwaters or wave runup and wave reflection that would increase

damage to adjacent buildings and structures. Such other development activities include but are not limited to:

1. Bulkheads, seawalls, retaining walls, revetments, and similar erosion control structures;
2. Solid fences and privacy walls, and fences prone to trapping debris, unless designed and constructed to fail under flood conditions less than the design flood or otherwise function to avoid obstruction of floodwaters; and
3. On-site sewage treatment and disposal systems defined in 64E-6.002, F.A.C., as filled systems or mound systems.

H. Nonstructural fill in coastal high hazard areas (Zone V). In coastal high hazard areas:

1. Minor grading and the placement of minor quantities of nonstructural fill shall be permitted for landscaping and for drainage purposes under and around buildings.
2. Nonstructural fill with finished slopes that are steeper than one unit vertical to five units horizontal shall be permitted only if an analysis prepared by a qualified registered design professional demonstrates no harmful diversion of floodwaters or wave runup and wave reflection that would increase damage to adjacent buildings and structures.
3. Where authorized by the Florida Department of Environmental Protection or applicable local approval, sand dune construction and restoration of sand dunes under or around elevated buildings are permitted without additional engineering analysis or certification of the diversion of floodwater or wave runup and wave reflection if the scale and location of the dune work is consistent with local beach-dune morphology and the vertical clearance is maintained between the top of the sand dune and the lowest horizontal structural member of the building.

10.02.18 Critical Facilities

- A. New critical facilities shall be directed and sited away from special flood hazard areas. A critical facility shall have at least one (1) access road connected to land outside the special flood hazard area that is capable of supporting a 4,000-pound vehicle. The top of the road shall be no lower than six (6) inches below base flood elevation.
- B. New critical facilities constructed within a Special Flood Hazard Area without a determined base flood elevation shall not be constructed unless base flood elevations are determined and certified data is provided from a Florida licensed professional engineer, The technical data shall be submitted to the Federal Emergency Agency with the City's endorsement for a Letter of Map Change to remove the entire project area from the Special Flood Hazard Area. Prior to close out of the permit, a Letter of Map Change determination shall be submitted to the Floodplain Administrator.

SECTION 3. AMENDMENT TO SECTION 14.02. – “GLOSSARY” OF CHAPTER 14 – GLOSSARY OF THE UNIFIED LAND DEVELOPMENT CODE. Section 14.02. - “Glossary” of the City of Palm Coast Unified Land Development Code is hereby amended as follows:

Sec. 14.02. Glossary

~~*Addition (to an existing building):* Relating to flood damage protection, this term means any walled and roofed expansion to the perimeter of a building in which a common load-bearing wall other than a firewall connects the addition. Any walled and roofed addition connected by a firewall or is separated by independent perimeter load-bearing walls is new construction.~~

Alteration of a watercourse: A dam, impoundment, channel relocation, change in channel alignment, channelization, or change in cross-sectional area of the channel or the channel capacity, or any other form of modification

which may alter, impede, retard or change the direction and/or velocity of the riverine flow of water during conditions of the base flood.

Appeal: Relating to flood damage protection, means a request for review of the Floodplain Administrator's interpretation of any provision of Section 10.02. ~~this term means any walled and roofed expansion to the perimeter of a building in which a common load bearing wall other than a firewall connects the addition. Any walled and roofed addition connected by a firewall or is separated by independent perimeter load bearing walls is new construction.~~

ASCE 24: A standard titled Flood Resistant Design and Construction that is referenced by the Florida Building Code. ASCE 24 is developed and published by the American Society of Civil Engineers, Reston, VA.

Base flood: A flood having a 1-percent chance of being equaled or exceeded in any given year. The base flood is commonly referred to as the "100-year flood" or the "1-percent-annual chance flood."

Base flood elevation: The elevation of flood having a one percent chance of being equaled or exceeded in any given year, relative to the National Geodetic Vertical Datum (NGVD), North American Vertical Datum (NAVD) or other datum specified on the Flood Insurance Rate Map.

Basement: That portion of a building having its floor subgrade (below ground level) on all sides.

Breakaway wall: A wall that is not part of the structural support of the building and is intended through its design and construction to collapse under specific lateral loading forces without causing damage to the elevated portion of the building or the supporting foundation system.

Coastal high hazard area: Relating to flood damage protection, this term means ~~an area of special flood hazard extending from offshore to the inland limit of a primary frontal dune along an open coast and any other area subject to high velocity wave action from storms or seismic sources.~~ a special flood hazard area extending from offshore to the inland limit of a primary frontal dune along an open coast and any other area subject to high velocity wave action from storms or seismic sources. Coastal high hazard areas are also referred to as "high hazard areas subject to high velocity wave action" or "V Zones" and are designated on Flood Insurance Rate Maps (FIRM) as Zone V1-V30, VE, or V.

Coastal velocity hazard area: ~~An area of special flood hazard extending from offshore to the inland limit of a primary frontal dune along an open coast and any other area subject to high velocity wave action from storms or seismic sources.~~

Compensatory storage (floodplain): An artificially excavated hydraulically equivalent volume of storage used to balance the loss of natural flood storage capacity when artificial fill or structures are placed within the floodplain.

Construction, existing: See Structure, existing.

Construction, new: Relating to flood damage protection and the flood resistant requirements of the Florida Building Code, this term means ~~any~~ any structure for which the "start of construction" commenced after February 5, 1986, or standard based upon specific technical base flood elevation data that establishes the area of special flood hazard. The term also includes any subsequent improvements to such structure.

Construction, start of (other than new construction or substantial improvements under the Coastal Barrier Resources Act Title 16, Chapter 55, United States Code): Relating to flood damage protection, this term ~~includes substantial improvement and~~ means the date the building permit was issued for new construction and substantial improvements, provided the actual start of construction, repair, reconstruction, or improvement was within 180 days of the permit date. The actual start means the first placement of permanent construction of a building including, but not limited to, a manufactured home and mobile home on a site such as the pouring of slabs or footings, installation of piles, construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home or mobile home on a foundation. Permanent construction does not include land preparation such as clearing, grading, and filling; nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings such as garages or sheds not occupied as dwelling units and are not part of the main building. For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

Critical facilities: Any facility that, if flooded or impacted by a natural disaster, would result in severe consequences to public health and safety. Critical facilities include, but are not limited to, hospitals, nursing homes, police stations, fire stations, emergency operation centers, chemical or hazardous materials storage facilities, and utility facilities. The term includes facilities that are assigned Flood Design Class 3 and Flood Design Class 4 pursuant to the Florida Building Code, Building.

Design flood: The flood associated with the greater of the following two areas:

- (1) Area with a floodplain subject to a 1-percent or greater chance of flooding in any year; or
- (2) Area designated as a flood hazard area on the community's flood hazard map, or otherwise legally designated.

Design flood elevation: The elevation of the "design flood," including wave height, relative to the datum specified on the community's legally designated flood hazard map. In areas designated as Zone AO, the design flood elevation shall be the elevation of the highest existing grade of the building's perimeter plus the depth number (in feet) specified on the flood hazard map. In areas designated as Zone AO where the depth number is not specified on the map, the depth number shall be taken as being equal to two (2) feet.

Development: Relating to flood damage protection, this term means any man-made change to improved or unimproved real estate including, but not limited to, buildings or other structures, tanks, mining, dredging, filling, grading, paving, excavating, drilling operations, or temporary or permanent storage of materials or equipment or other land disturbing activities.

Elevated building: A nonbasement building built to have the lowest floor elevated above the ground level by solid foundation perimeter walls, pilings, columns (posts and piers), shear walls, or breakaway walls.

Elevation: The placement of a structure above flood level to minimize or prevent flood damages.

Encroachment: The placement of fill, excavation, buildings, permanent structures or other development into a flood hazard area which may impede or alter the flow capacity of riverine flood hazard areas.

Flood or flooding: A general and temporary condition of partial or complete inundation of normally dry land areas from:

- (1) The overflow of inland or tidal waters; or
- (2) The unusual and rapid accumulation or runoff of surface waters from any source.

Flood control: Keeping floodwaters away from specific developments or populated areas by the construction of flood storage reservoirs, channel alterations, dikes and levees, bypass channels, or other engineering works.

Flood damage-resistant materials: Any construction material capable of withstanding direct and prolonged contact with floodwaters without sustaining any damage that requires more than cosmetic repair.

Flood elevation study: See Flood insurance study.

Flood fringe: Relating to flood damage protection, this term means the portion of the floodplain that lies beyond the floodway and serves as a temporary storage area for floodwaters during a flood. This section receives waters that are shallower and of lower velocities than those of the floodway.

Flood hazard area: The greater of the following two areas:

- (1) The area within a floodplain subject to a 1-percent or greater chance of flooding in any year.
- (2) The area designated as a flood hazard area on the community's flood hazard map, or otherwise legally designated.

Flood hazard boundary map (FHBM): Relating to flood damage protection, this term means an official map of a community issued by the Federal Emergency Management Agency that defines the boundaries of the areas of special flood hazard as Zone A.

Flood insurance rate map: An official map of a community, on which the Federal Emergency Management Agency has delineated both the areas of special flood hazard and the risk premium zones applicable to the community.

Flood insurance study: The official report provided by the Federal Emergency Management Agency. It is an examination, evaluation and determination of flood hazards and, if appropriate, corresponding water surface elevations or an examination, elevation, and determination of mudslide (i.e., mudflow) and/or flood related erosion hazards. The report contains flood profiles, as well as the Flood Boundary Floodway Map and the water surface elevation of the base flood.

Floodplain: Any land area susceptible to being inundated by water from any source. Also, see definition of *flood* or *flooding*.

Floodplain Administrator: The office or position designated and charged with the administration and enforcement of this article (may be referred to as the Floodplain Manager).

Floodplain development permit or approval: An official document or certificate issued by the community, or other evidence of approval or concurrence, which authorizes performance of specific development activities that are located in flood hazard areas and that are determined to be compliant with this article.

Floodplain variance: See *Variance, floodplain*.

Flood prone: See *Floodplain*.

~~*Floodproofing:* Any combination of structural and nonstructural additions, changes or adjustments to structures which reduce or eliminate flood damage to real estate or improved property, water, and sanitary facilities, structures and their contents.~~

~~*Floodwall:* Relating to flood damage protection, this term means a constructed barrier of resistant material, such as concrete or masonry block, designed to keep water away from structure.~~

Floodway: The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one foot.

Floodway encroachment analysis: An engineering analysis of the impact that a proposed encroachment into a floodway is expected to have on the floodway boundaries and base flood elevations; the evaluation shall be prepared by a qualified Florida licensed engineer using standard engineering methods and models.

Floor: The top surface of an enclosed area in a building (including basement), i.e. top of slab in concrete slab construction or top of wood flooring in wood frame construction.

~~*Floor, lowest:* The lowest floor of the lowest enclosed area (including, but not limited to, basement). An unfinished or flood resistant enclosure used solely for parking of vehicles, building access, or storage in an area other than a basement is not considered a building's lowest floor, provided such enclosure is not built to render the structure in violation of the nonelevation design standards of Chapter 10. In Coastal High Hazard Areas, the lowest floor is considered the horizontal structure member of that floor.~~

Floor, lowest: The lowest floor of the lowest enclosed area of a building or structure, including basement, but excluding any unfinished or flood-resistant enclosure, other than a basement, usable solely for vehicle parking, building access or limited storage provided that such enclosure is not built so as to render the structure in violation of the non-elevation requirements of the Florida Building Code or ASCE 24.

Florida Building Code (FBC): The family of codes adopted by the Florida Building Commission, including: Florida Building Code, Building; Florida Building Code, Residential; Florida Building Code, Existing Building; Florida Building Code, Mechanical; Florida Building Code, Plumbing; Florida Building Code, Fuel Gas.

~~*Footing:* Relating to flood damage protection, this term means the enlarged base of a foundation wall, pier, or column, designed to spread the load of the structure so that it does not exceed the soil bearing capacity.~~

~~*Foundation walls:* Relating to flood damage protection, this means a support structure that connects the foundation to the main portion of the building or superstructure.~~

Freeboard: Relating to flood damage protection, this term means a factor of safety usually expressed in feet above a flood level for purposes of floodplain management. Freeboard tends to compensate for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, bridge openings, and the hydrological effect of urbanization of the watershed.

Functionally dependent use: A use which cannot perform its intended purpose unless it is located or carried out in close proximity to water, including only docking facilities, port facilities that are necessary for the loading and unloading of cargo or passengers, and ship building and ship repair facilities; the term does not include long-term storage or related manufacturing facilities. ~~and/or water dependent facility:~~ Relating to flood damage protection, this term means a use and/or facility that cannot be used for its intended purpose, unless it is located or carried out in close proximity to water, such as a docking or port use and facility necessary for the loading and unloading of cargo or passengers, shipbuilding, ship repair, or seafood processing facilities. The term does not include long term storage, manufacture, sales or service facilities and uses.

Grade, highest adjacent: The highest natural elevation of the ground surface prior to construction next to the proposed walls of a building.

Grade, slab on: Relating to flood damage protection, this term means a structural design where the first floor sits directly on a poured concrete slab that sits directly on the ground.

Historic structure: Any structure that is determined eligible for the exception to the flood hazard area requirements of the Florida Building Code, Existing Building, Chapter 12 Historic Buildings. Any structure that is:

- ~~(1) Listed individually in the National Register of Historic Places (a listing maintained by the Department of the Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;~~
- ~~(2) Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;~~
- ~~(3) Individually listed on a state inventory of historic places in states with historic preservation programs that have been approved by the Secretary of the Interior; or~~
- ~~(4) Individually listed on a local inventory of historic places in communities with historic preservation programs certified either:
 - ~~a. By an approved state program as determined by the Secretary of the Interior; or~~
 - ~~b. Directly by the Secretary of the Interior in states without approved programs.~~~~

Improvement, substantial: ~~Any combination of repairs, reconstruction, rehabilitation, alteration, additions or improvements to a structure taking place ten years from the date of such action in which the cumulative cost equals or exceeds 50 percent of the market value before the start of construction of the improvement of the structure. This term includes structures that have incurred "substantial damage", regardless of the actual repair work performed. For the purpose of this definition, "substantial improvement" is considered to occur when the first alteration of any wall, ceiling, floor, or other structural part of the structure commences, whether or not that alteration affects the external dimensions of the structure. However, the term does not include any project for improvement of a structure required to comply with existing health, sanitary, or safety code specifications identified by the Land Use Administrator and which are solely necessary to assure safe living conditions. This term does not include any alteration of a "historic structure", provided the alteration will not preclude the structure's continued designation as an "historic structure."~~

Independent scientific body: ~~Relating to flood damage protection, this term means a nonfederal technical or scientific organization involved in the study of land use planning, floodplain management, hydrology, geology, geography, or any other related field of study concerned with flooding.~~

Letter of Map Change (LOMC): An official determination issued by FEMA that amends or revises an effective Flood Insurance Rate Map or Flood Insurance Study. Letters of Map Change include, but not limited to:

- (1) Letter of Map Amendment (LOMA): An amendment based on technical data showing that a property

was incorrectly included in a designated special flood hazard area. A LOMA amends the current effective Flood Insurance Rate Map and establishes that a specific property, portion of a property, or structure is not located in a special flood hazard area.

- (2) Letter of Map Revision (LOMR): A revision based on technical data that may show changes to flood zones, flood elevations, special flood hazard area boundaries and floodway delineations, and other planimetric features.
- (3) Letter of Map Revision Based on Fill (LOMR-F): A determination that a structure or parcel of land has been elevated by fill above the base flood elevation and is, therefore, no longer located within the special flood hazard area. In order to qualify for this determination, the fill must have been permitted and placed in accordance with the community's floodplain management regulations.
- (4) Conditional Letter of Map Revision (CLOMR): A formal review and comment as to whether a proposed flood protection project or other project complies with the minimum NFIP requirements for such projects with respect to delineation of special flood hazard areas. A CLOMR does not revise the effective Flood Insurance Rate Map or Flood Insurance Study; upon submission and approval of certified as-built documentation, a Letter of Map Revision may be issued by FEMA to revise the effective FIRM.

~~Levee: Relating to flood damage protection, this term means a man-made structure; usually an earthen embankment designed and constructed in accordance with sound engineering practices to contain, control, or diverts the flow of water to provide protection from temporary flooding.~~

~~Level of protection: Relating to flood damage protection, this term means the greatest flood level against which a protective measure is designed to be fully effective.~~

Light-duty truck: As defined in 40 C.F.R. 86.082-2, any motor vehicle rated at 8,500 pounds Gross Vehicular Weight Rating or less which has a vehicular curb weight of 6,000 pounds or less and which has a basic vehicle frontal area of forty-five (45) square feet or less, which is:

- (1) Designed primarily for purposes of transportation of property or is a derivation of such a vehicle, or
- (2) Designed primarily for transportation of persons and has a capacity of more than twelve (12) persons;
or
- (3) Available with special features enabling off-street or off-highway operation and use.

~~Loss, repetitive: Relating to flood damage protection, this term means two flood-related losses within a ten-year period, when combined, must equal or exceed 50 percent of market value.~~

~~Mangrove stand: An assemblage of mangrove trees which is mostly low trees noted for a copious development of interlacing adventitious roots above the ground and which contain one or more of the following species: black mangrove (Avicennia nitida); red mangrove (Rhizophora mangle); white mangrove (Longunculariaracemosa); and buttonwood (Conocarpus erecta).~~

~~Manufactured home: A structure, transportable in one or more sections, which is eight (8) feet or more in width and greater than four hundred (400) square feet, and which is built on a permanent, integral chassis and is designed for use with or without a permanent foundation when attached to the required utilities. The term "manufactured home" does not include a "recreational vehicle" or "park trailer." A mobile home fabricated on or after June 15, 1976 in an off-site manufacturing facility for installation or assembly at the building site, which each section bears the insignia of the State Department of Community Affairs. A structure that is transportable in one or more sections and built on a permanent chassis designed to be used with a permanent foundation when connected to the required utilities. The term shall not include recreational vehicles. Relating to flood damage protection, the term means a building, transportable in one or more sections, built on a permanent chassis designed for use with or without a permanent foundation when connected to the required utilities. The term also includes park trailers and similar transportable structures placed on a site for 180 consecutive days or longer and intended to be improved property.~~

~~Manufactured home (mobile home) park/subdivision, existing: Relating to flood damage protection, this term means a manufactured home (mobile home) park or subdivision for which the construction of facilities for servicing the lots on~~

which the manufactured homes (mobile homes) are to be affixed (including at a minimum the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before February 5, 1986 or standard based upon specific technical base flood elevation data which established the area of special flood hazard.

Manufactured home/mobile home/park/subdivision, expansion to an existing: Relating to flood damage protection, this term means the preparation of additional sites by the construction of facilities for servicing the lots on which the manufactured homes (mobile homes) are to be affixed (including the minimum installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed before February 5, 1986.

Manufactured home/mobile home park/subdivision, new: Relating to flood damage protection, this term is defined as a manufactured (mobile home) park or subdivision for which the construction of facilities for servicing the lots on which the manufactured homes (mobile homes) are to be affixed (including, at a minimum, the installation of utilities, the construction of streets, and either final site grading or the pouring of concrete pads) is completed on or after February 5, 1986.

~~*Manufactured home/mobile home park/subdivision, substantially improved existing:* Where the repair, reconstruction, rehabilitation, or improvement of the streets, utilities, and pads equals or exceeds 50 percent of the value of the streets, utilities, and pads before the repair, reconstruction, or improvement commenced.~~

Market value: Relating to flood damage protection, this term means the Property Appraiser's 'Just Value' of the structure, excluding the land, or an appraisal of the structure by a qualified independent appraiser certified property appraiser. For the purposes of determining "substantial damage" per incident, the market value is the value prior to the damage occurring. For purposes of determining "substantial improvements", the market value is the value prior to the start of construction of each improvement.

Market value: The price at which a property will change hands between a willing buyer and a willing seller, neither party being under compulsion to buy or sell and both having reasonable knowledge of relevant facts. As used in this article, the term refers to the market value of buildings and structures, excluding the land and other improvements on the parcel. Market value may be established by a qualified independent appraiser, Actual Cash Value (replacement cost depreciated for age and quality of construction), or tax assessment value adjusted to approximate market value by a factor provided by the Property Appraiser.

~~*Mean sea level:* The average height of the sea for all stages of the tide. It is used as a reference for establishing various elevations within the flood plain. Relating to flood damage protection, this term is synonymous with 'National Geodetic Vertical Datum' (NGVD).~~

~~*Mobile home:* A structure, transportable in one or more sections, which is eight body feet or more in width and which is built on an integral chassis and designed to be used as a dwelling when connected to the required utilities, and includes the plumbing, heating, air-conditioning, and electrical systems contained therein. This structure is required to bear the insignia of the U.S. Department of Housing and Urban Development (HUD). Relating to flood damage protection, this term means a building that is transportable in one or more sections and built on a permanent chassis designed for use with or without a permanent foundation when connected to the required utilities. The term also includes park trailers and similar transportable structures placed on a site for 180 consecutive days or longer and intended to be improved property.~~

~~*National Geodetic Vertical Datum (NGVD):* Relating to flood damage protection, this term means, as corrected in 1929, a vertical control used as a reference for establishing varying elevations within the floodplain.~~

One hundred (100)-year flood elevation: See *Base flood elevation*.

Park trailer: A transportable unit which has a body width not exceeding fourteen (14) feet and which is built on a single chassis and is designed to provide seasonal or temporary living quarters when connected to utilities necessary for operation of installed fixtures and appliances. [Defined in section 320.01, F.S.]

~~*Post:* Relating to flood damage protection, this term means long upright support units for a building that are set in pre dug holes and backfilled with compacted material. Each post usually requires bracing to other units. They are also known as columns, although they are usually made of wood.~~

~~*Primary frontal dune:* Relating to flood damage protection, this term means a continuous mound or ridge of sand with relatively steep seaward and landward slopes immediately landward and adjacent to the beach and subject to erosion and overtopping from high tides and waves during major coastal storms. The inland limit of the primary frontal dune occurs at the point where there is a distinct change from a relatively steep slope to a relatively mild slope.~~

~~*Recreational vehicle:* Relating to flood damage protection, this term means a vehicle that is:~~

- ~~(1) Built on a single chassis;~~
- ~~(2) Four hundred square feet or less when measured at the largest horizontal projection;~~
- ~~(3) Designed to be self-propelled or permanently towable by a light duty truck; and~~
- ~~(4) Designed primarily not for use as a permanent dwelling, but as temporary living quarters for recreational, camping, travel, or seasonal use.~~

~~*Relocation:* Relating to flood damage protection, this term means the moving of a structure from a flood area to a new location, normally to one where there is not threat of flooding.~~

~~*Repetitive loss:* See *Loss, repetitive.*~~

~~*Retrofitting:* Relating to flood damage protection, this term means floodproofing measures taken on an existing structure.~~

~~*Riprap:* Relating to flood damage protection, this term means broken stone, cut stone blocks, or rubble placed on slopes to protect them from erosion or scouring caused by floodwaters or wave action.~~

~~*Riverine:* Relating to flood damage protection, this term means relating to, formed by, or resembling a river including, but not limited to, tributaries, stream, brook, etc.~~

~~*Runoff:* Relating to flood damage protection, this term means that portion of precipitation that is not intercepted by vegetation, absorbed by the land surface, or evaporated, and thus flows overland into a depression, stream, lake, or ocean (runoff, called immediate subsurface runoff, also takes place in the upper layers of the soil).~~

~~*Sand Dunes:* Naturally occurring accumulations of sand in ridges or mounds landward of the beach.~~

~~*Setback, 25-foot floodway:* The area between the outer boundary of the regulatory floodway associated with natural named wetland systems including, but not limited to Big Mulberry Branch and Bulow Creek shown on the FIRM and a line parallel thereto at a distance of 25 feet. The purpose of the 25-foot floodway setback is to minimize encroachments to protect floodplain storage and natural floodplain functions.~~

~~*Setback, 30 year:* Relating to flood damage protection, this term means a distance equal to 30 times the average annual long term recession rate at a site measured from the reference feature.~~

~~*Shallow flooding, areas of:* A designated AO, AH, AR/AO, AR/AH or VO Zone on a community's FIRM with a one percent or greater annual chance of flooding to an average depths of one foot to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable and indeterminate and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow.~~

~~*Sheet flow (area):* See *shallow flooding, areas of.*~~

~~*Slab on grade:* See *Grade, slab on.*~~

~~*Special flood hazard areas:* The land in the flood plain within a community subject to a one percent or greater change of flooding in any given year. An area in the floodplain subject to a one (1) percent or greater chance of flooding in any given year. Special flood hazard areas are shown on FIRMs as Zone A, AO, A1-A30, AE, A99, AH, V1-V30, VE or V.~~

~~*Start of construction:* See *Construction, start of.*~~

~~*Structure:* Anything constructed, installed or portable, the use of which requires a location on a parcel of land, such as buildings, manufactured homes, mobile homes, fences, billboards, swimming pools, poles, pipelines, transmission lines, advertising signs, a gas or liquid storage tank, seawall, bulkhead, revetment, or other man-made facilities or~~

~~infrastructure. Relating to flood damage protection, this term means a walled and roofed building, including, but not limited to, a gas or liquid storage tank that is principally above ground, including, but not limited to, a manufactured home and mobile home. For the purposes of Subsection 4.01.05—Residential Docking Facilities along Saltwater and Freshwater Canals (and Intracoastal Waterway, as applicable) and Section 4.16—Marinas, this term means anything constructed or otherwise located or operated on or over water, extended over water, or affixed to something that is or will be located on the ground and covered by water, or is located on land and is an essential part of the operation or an integral system of the marina such as, by way of example only, fuel and electrical systems.~~

~~*Structure, existing and Building, existing:* Relating to flood damage protection, this term means any structure or building for which the "start of construction" commenced before February 5, 1986 or standard based upon specific technical base flood elevation data that establishes the area of special flood hazard.~~

~~*Substantial damage:* Relating to flood damage protection, this term means damage of any origin including, but not limited to, a gas or liquid storage tank that is principally above ground including, but not limited to, a manufactured home and mobile home.~~

~~*Substantial damage:* Damage of any origin sustained by a building or structure whereby the cost of restoring the building or structure to its before-damaged condition would equal or exceed 50 percent of the market value of the building or structure before the damage occurred. The term also includes flood-related damage sustained by a structure on two separate occasions during a 10-year period for which the cost of repairs at the time of each such flood event, on average, equals or exceeds 25 percent of the market value of the structure before the damage occurred.~~

~~*Substantial improvement:* Any combination of repair, reconstruction, rehabilitation, addition, or other improvement of a building or structure taking place during a 10-year period, the cumulative cost of which equals or exceeds fifty (50) percent of the market value of the building or structure before the improvement or repair is started. The period of accumulation begins when the first improvement or repair of each building is permitted subsequent to August 19, 2008. If the structure has incurred "substantial damage," any repairs are considered substantial improvement regardless of the actual repair work performed. The term does not, however, include either:~~

- ~~(1) Any project for improvement of a building required to correct existing health, sanitary, or safety code violations identified by the building official and that are the minimum necessary to assure safe living conditions.~~
- ~~(2) Any alteration of a historic structure provided the alteration will not preclude the structure's continued designation as a historic structure.~~

~~*Substantial improvement:* See *Improvement, substantial.*~~

~~*Thirty (30) year setback:* See *Setback, 30 year.*~~

~~*Variance, floodplain:* Relating to flood damage protection, this term means a grant of relief from the requirements of ~~this Section 10.02 or the flood resistant construction requirements of the Florida Building Code~~ that permits construction in a manner otherwise prohibited by ~~this Section 10.02 or the flood resistant construction requirements of the Florida Building Code~~ where ~~specific enforcement would result in unnecessary hardship.~~~~

~~*Venting:* Relating to flood damage protection, this term means a system designed to allow floodwaters to enter an enclosure, usually the interior of foundation walls, so that the rising water does not create a dangerous differential in hydrostatic pressure. This is usually achieved through small openings in the wall, such as a missing or rotted brick, or concrete block, or small pipe.~~

~~*Violation, remedy a:* Relating to flood damage protection, this term means to bring the structure or other development into compliance with state or local floodplain management regulations or if this is not possible, to reduce the impacts of its noncompliance. Ways to reduce impact include protecting the structure or other affected development from flood damages, implementing the enforcement provisions of the ordinance or otherwise deterring future similar violations, or reducing federal financial exposure with regard to the structure or other development.~~

~~*Water dependent facility:* A use and/or facility which cannot be used for its intended purpose unless it is located or carried out in close proximity to water, such as a docking or port use and facility necessary for the loading and unloading~~

~~of cargo or passengers, shipbuilding, ship repair or seafood processing facilities. The term does not include long term storage, manufacture, sales or service facilities and uses.~~

Watercourse: A natural or artificial channel in which a flow of water occurs either continually or intermittently.

~~*Watershed:* Relating to flood damage protection, this term means an area that drains to a single point. In a natural basin, this is the area contributing flow to a given place or stream.~~

~~*Water table:* Relating to flood damage protection, this term means the uppermost zone of water saturation in the ground.~~

Water surface elevation: The height, in relation to the National Geodetic Vertical Datum (NGVD), North American Vertical Datum (NAVD) of 1988, or other datum specified on the Flood Insurance Rate Map (FIRM, of floods of various magnitudes and frequencies in the floodplains of coastal and riverine areas.

~~*Zone of imminent collapse:* Relating to flood damage protection, this term means an area subject to erosion adjacent to the shoreline of an ocean, bay, or lake and within a distance equal to ten feet plus five times the average annual long-term erosion rate for the site measured from the reference feature.~~

SECTION 4. APPLICABILITY. For the purposes of jurisdictional applicability, this ordinance shall apply in the City of Palm Coast, Florida. This ordinance shall apply to all applications for development, including building permit applications and subdivision proposals, submitted on or after the effective date of this ordinance.

SECTION 5. SEVERABILITY. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Ordinance are severable, and if any phrase, clause, sentence, paragraph or section of this Ordinance shall be declared unconstitutional by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Ordinance.

SECTION 6. CODIFICATION. It is the intention of the City Council of the City of Palm Coast, Florida, and it is hereby ordained that the provisions of this Ordinance shall become and be made a part of the Code of Ordinance of the City of Palm Coast, Florida; that the Sections of this Ordinance may be renumbered or re-lettered to accomplish such intention; that the word, “Ordinance” may be changed to Section,” “Article,” or other appropriate word.

SECTION 7. CONFLICTS. All ordinances or parts of ordinances in conflict with this Ordinance are hereby repealed.

SECTION 8. EFFECTIVE DATE. This Ordinance shall become effective immediately upon its passage and adoption.

Approved on first reading this _____ day of _____, 2018.

Adopted on second reading after due public notice and hearing this _____ day of _____ 2018.

CITY OF PALM COAST, FLORIDA

ATTEST:

MILISSA HOLLAND, MAYOR

VIRGINIA SMITH, CITY CLERK

APPROVED AS TO FORM AND LEGALITY

WILLIAM E. REISCHMANN, JR. ESQ.
CITY ATTORNEY

City of Palm Coast, Florida Agenda Item

Agenda Date: 3/27/2018

Department	PLANNING	Amount
Item Key	2741	Account
		#
Subject	RESOLUTION 2018-XX A PROPOSED AMENDMENT TO THE WIRELESS MASTER PLAN TO INCLUDE A PORTION OF PROPERTY LOCATED AT FIRE STATION #24, 1505 PALM HARBOR PARKWAY	
Background :	<p>City Council approved the City's <i>Wireless Master Plan</i> as Resolution #2018-15 on January 16, 2018. The <i>Wireless Master Plan</i> supports the City's new Telecommunication Ordinance, adopted on February 6, 2018 per Ordinance #2018-02. Sites within the <i>Wireless Master Plan</i> are allowed administrative approval provided they meet applicable Federal, State and Building Code requirements.</p> <p>A major carrier is interested in locating on the site located at Fire Station #24. Staff, working with Diamond representatives, developed a conceptual design limited to no greater than 75' by 75' footprint, with a 24' wide access point, adjacent to the current lift station near Fire Station #24. The footprint is designed to be as compact and non-intrusive as possible, to allow future lift station expansion and or other future uses on the 7.22 acre site.</p> <p>Please note that any tower proposals within the <i>Wireless Master Plan</i> amendment are also subject to City Council lease approval.</p>	
Recommended Action:	Approve Resolution 2018-XX amending the Wireless Master Plan to include a portion of Fire Station #24, located at 1505 Palm Harbor Parkway, as Site #30 in the City's Wireless Master Plan.	

RESOLUTION 2018-____
AMENDMENT TO THE WIRELESS MASTER PLAN

A RESOLUTION BY THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, APPROVING AN AMENDMENT TO THE CITY-WIDE WIRELESS MASTER PLAN; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, the City entered into a contract with Diamond Communications to assist the City with a comprehensive solution to improve the City’s wireless infrastructure; and

WHEREAS, the City and Diamond together developed a City-wide Wireless Master Plan for the City; and

WHEREAS, the City desires to amend the Wireless Master Plan to include an additional site near Fire Station #24.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY OF PALM COAST, FLORIDA:

SECTION 1. AMENDMENT OF THE WIRELESS MASTER PLAN. The City Council of the City of Palm Coast hereby approves the amendment to the City-wide Wireless Master Plan, adopted by Resolution 2018-15, as attached hereto and incorporated herein by reference as Exhibit “A”.

SECTION 2. CONFLICTS. All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.

SECTION 3. SEVERABILITY. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Resolution are severable, and if any phrase, clause, sentence, paragraph or section of this Resolution shall be declared unconstitutional by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Resolution.

SECTION 4. EFFECTIVE DATE. This Resolution shall become effective immediately upon its passage and adoption.

DULY PASSED AND ADOPTED by the City Council of the City of Palm Coast, Florida, this 3rd April 2018.

ATTEST:

CITY OF PALM COAST, FLORIDA

Virginia A. Smith, City Clerk

Milissa Holland, Mayor

Attachment: Exhibit A – City Wireless Plan Amendment

Approved as to form and legality

William E. Reischmann, Jr., Esq.



WIRELESS MASTER PLAN AMENDMENT March 27, 2018

OVERVIEW

Property Owner:	City of Palm Coast
Location:	Generally located on the northwestern corner of Palm Harbor Drive and Farmsworth Drive.
Parcel ID #:	07-11-31-7009-RP0F-00010 (a portion thereof)
Current FLUM designation:	Greenbelt
Current Zoning designation:	PSP
Current Use:	Vacant
Size of subject property:	7.22 acres
Proposed Tower site:	75' by 75' footprint, approximately 5,625 SF.

ANALYSIS

REQUESTED ACTION

To amend the City's *Wireless Master Plan* to include "Site 8-D" a portion of the property on which Fire Station #24 is located.

BACKGROUND

On January 16, 2018 the City Council adopted a Wireless Master Plan as a result of Resolution 2018-05. The stated goals of the Wireless Master Plan are to:

- Improve service for City residents and businesses by reducing coverage gaps;
- Enhance the capacity of wireless networks within the City;
- Optimize deployment of equipment and technologies;
- Encourage towers on suitable publically owned sites.

The *Wireless Master Plan* supports the City's new Telecommunication Ordinance, adopted on February 6, 2018 per Ordinance #2018-02. Sites within the *Wireless Master Plan* may be administratively approved; however, these sites must still meet applicable Federal, State and Building Code requirements.

City staff reviewed property owned by the City of Palm Coast, along with other public sites within deficit areas to determine the most suitable parcels from a land use, environmental and feasibility perspective.

PROPOSED AMENDMENT

A major wireless carrier has expressed specific interest in the Fire Station #24 location. This interest prompted staff to conduct a detailed, secondary review of the site.

Fire Station #24 was considered as part of the original site review process, however, some additional study was required to determine site feasibility. This study included additional field trips and an environmental review to evaluate onsite conditions. A detailed environmental analysis is attached to this report.

Staff, working with Diamond representatives, developed a conceptual design limited to no greater than 75' by 75' footprint, with a 24' wide access point, adjacent to the current lift station near Fire Station #24. The footprint is designed to be as compact and non-intrusive as possible, to allow future lift station expansion and or other future uses on the 7.22 acre site.

Please note that any amendments to the *Wireless Master Plan* amendment are also subject to City Council lease approval.

AMENDMENT ATTACHMENTS:

- 1) Draft Resolution;
- 2) Staff Summary;
- 3) Environmental Site Analysis;
- 4) Area map;
- 5) Fire Station location map;
- 6) Conceptual map.

RECOMMENDATION

Staff recommends the proposed amendment to the City's *Wireless Master Plan* based on the following conditions:

1. The site footprint is limited to an approximate 75' by 75' footprint as generally depicted,
2. The site footprint be located as close to existing facilities as possible (namely the lift station) so as to preserve the balance of the site for future use, and
3. Access to the site be limited to Farmsworth Drive.
4. Consistency with City's *Wireless Master Plan* height, design and setback requirements.



City of PALM COAST

Community Development Department

160 Lake Avenue
Palm Coast, FL 32164
386-986-3736

To: Jim Landon, City Manager
From: Denise Bevan, City Administration Coordinator
CC: Debbie Streichsbier, Compensation and Training Manager
Donald Schrager, Construction Site Supervisor
RE: Fire Station #24 (Farmsworth) Site Inspection Results

On February 15, 2018, a site inspection of the vacant area associated with Fire Station #24 (PIN: 07-11-31-7009-RP0F-00010) was performed. As part of the due diligence associated with potential construction of a communications tower, staff focused on the following attributes:

- 1) Evaluate onsite conditions and inventory observations of concern
- 2) Determine the extent of wetland resources pursuant State of Florida Unified Wetland Delineation Methodology (Section 62-340, FAC) and US Corps of Engineers Wetland Delineation Manual (1987) and 2008 Corps Interim Regional Supplement to the Corps Wetland Delineation Manual
- 4) Floodplain determination
- 5) Cultural and historical resources



Image 1: Sampled from City "Property Records and Land Use" mapping application depicting 2017 conditions.

1) Evaluate onsite conditions and inventory observations of concern

The subject property is vacant in nature and naturally vegetated. The focus of the inspection was the southern extent of the site based on the direction provided by a team member's email. The site was accessed along the western extent of the pump station site along Farmsworth Drive. The vegetative composition is mesic in nature with sparse ground cover. The species composition quickly transitions to a dense xeric sand pine (*Pinus clausa*) and saw palmetto (*Serenoa repens*) dominated community to the north. The potential of gopher tortoise (*Gopherus Polyphemus*) and commensal species does increase within the xeric conditions; however, due to the dense vegetation, habitat value is low. A 100% gopher tortoise survey of the project construction footprint and 50-foot perimeter is recommended within 90 days of construction activities.



Image 2: Looking north from southern property extent. See image 4.



Image 3: Looking west towards wetlands from Image 2 location. See Image 4.

2) Determine the extent of wetland resources pursuant State of Florida Unified Wetland Delineation Methodology (Section 62-340, FAC) and US Corps of Engineers Wetland Delineation Manual (1987) and 2008 Corps Interim Regional Supplement to the Corps Wetland Delineation Manual

As part of the Environmental Resource Permitting (ERP) for the Fire Station improvements, the onsite wetland limits were verified by St. Johns River Water Management District (SJRWMD). A required 25-foot natural upland buffer is also depicted contiguous to the wetland boundary in Image 4.

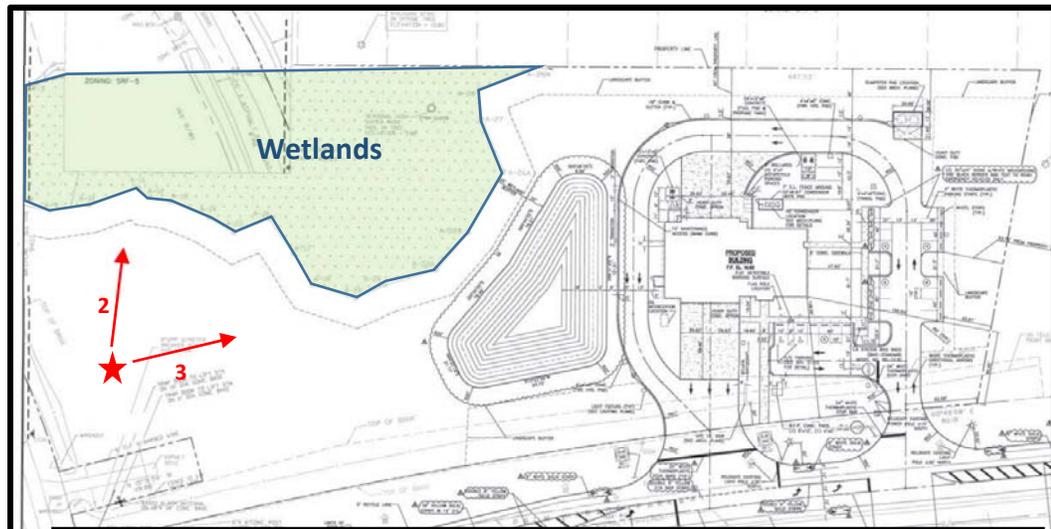
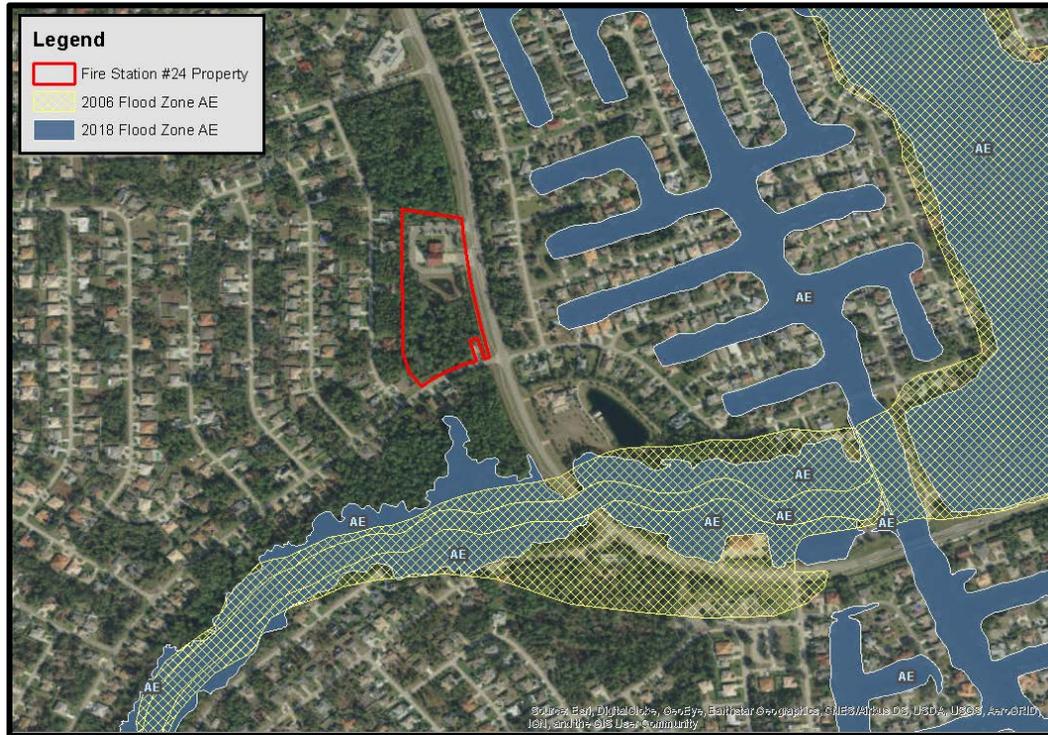


Image 4: Sample of SJRWMD approved plans (permit #115381-1). The complete sheet is provided as an attachment. The star indicates photograph location of images 2 and 3.

4) Floodplain determination

The Fire Station property is located within an “X” zone and outside of a Special Flood Hazard Areas, “AE” zones, according to the effective Flood Insurance Rate Maps (FIRMs) of July 17, 2016, and the FIRMs that will take effect on June 6, 2018.



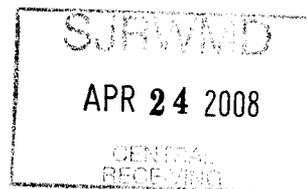
5) Cultural and historical resources

As part of the referenced ERP permitting, a determination from the State Historic Preservation Officer (SHPO) was secured. See attached. As noted within the document, “a review of the Florida Master Site File data indicated no significant archaeological or historical resources are recorded within the project areas.”

Conclusion: On February 15, 2018, a site inspection of Fire Station #24 (PIN: 07-11-31-7009-RP0F-00010) was performed. Outside of the project footprint of Fire Station #24 and a pump station along Farmsworth Drive, the site is vacant and vegetated in nature. The focus of the inspection was the southern extent of the subject property. The upland area appears to be of sufficient area for the placement of a communication tower site when considering existing wetlands, potential of listed species and cultural / historical resources and floodplain designations. Once project limits are established, a 100% gopher tortoise survey is recommended.

Attachments include:

- Construction plan sheet from SJRWMD approved plans
- SHPO letter



FLORIDA DEPARTMENT OF STATE
Kurt S. Browning
Secretary of State
DIVISION OF HISTORICAL RESOURCES

Ms. Gloria Lewis
St. Johns River Water Management District
P.O. Box 1429
Palatka, Florida 32178-1429

April 21, 2008

Re: Projects Reviewed by the Florida State Historic Preservation Office
No Historic Properties Likely Affected – See List

RECEIVED IN
PALATKA

APR 24 2008

REGULATORY
INFORMATION MGT.

Dear Ms. Lewis:

Our office received and reviewed the referenced projects in accordance with Chapters 267 and 373, *Florida Statutes*, Florida's Coastal Management Program, and implementing state regulations, for possible impact to historic properties listed, or eligible for listing, in the *National Register of Historic Places*, or otherwise of historical, architectural or archaeological value. The State Historic Preservation Officer is to advise and assist state and federal agencies when identifying historic properties, assessing effects upon them, and considering alternatives to avoid or minimize adverse effects.

A review of the Florida Master Site File data indicated that no significant archaeological or historical resources are recorded within the project areas. However, due to environmental conditions consistent with those found at other archaeological sites in Florida and lack of professional archaeological or historical investigation, there is some potential for undiscovered archaeological sites to occur. Therefore, it is the opinion of this agency that, in addition to the standard permitting condition, these permits, if issued, should include the following special condition regarding unexpected discoveries during ground disturbing activities on the property:

If prehistoric or historic artifacts, such as pottery or ceramics, stone tools or metal implements, or any other physical remains that could be associated with Native American cultures, or early colonial or American settlement are encountered at any time within the project site area, the permitted project should cease all activities involving subsurface disturbance in the immediate vicinity of such discoveries. The permittee, or other designee, should contact the Florida Department of State, Division of Historical Resources, Review and Compliance Section at (850) 245-6333 or (800) 847-7278, as well as the appropriate permitting agency office. Project activities should not resume without verbal and/or written authorization from the Division of Historical Resources. In the event that unmarked human remains are encountered during permitted activities, all work shall stop immediately and the proper authorities notified in accordance with Section 872.05, *Florida Statutes*.

500 S. Bronough Street • Tallahassee, FL 32399-0250 • <http://www.flheritage.com>

Director's Office
(850) 245-6300 • FAX: 245-6436

Archaeological Research
(850) 245-6444 • FAX: 245-6452

Historic Preservation
(850) 245-6333 • FAX: 245-6437

Historical Museums
(850) 245-6400 • FAX: 245-6433

South Regional Office
(954) 467-4990 • FAX: 467-4991

North Regional Office
(850) 245-6445 • FAX: 245-6435

Central Regional Office
(813) 272-3843 • FAX: 272-2340

Ms. Lewis
April 21, 2008
Page 2

For any questions concerning our comments, please contact Alyssa McManus, Historic Sites Specialist, by phone at (850) 245-6333, or by electronic mail at ammcmanus@dos.state.fl.us. We appreciate your continued interest in protecting Florida's historic properties.

Sincerely,

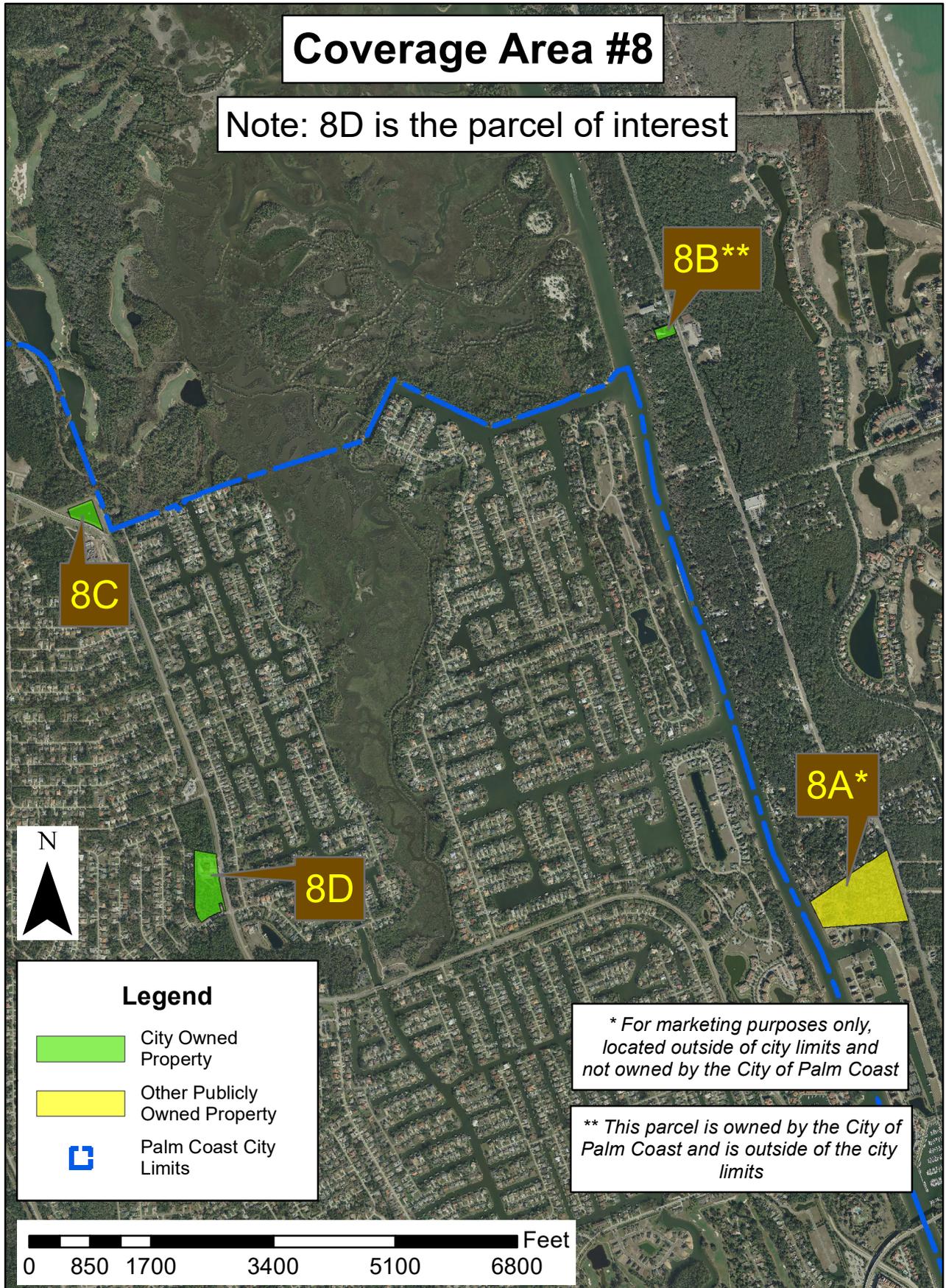


Frederick P. Gaske, Director, and
State Historic Preservation Officer

DHR NO.	App. No.	Applicant / Project Name	County
2008-2215	40-031-115741-1	Soutel Drive Tansit and Roadway Imp.	Duval
2008-2214	40-031-115709-1	Waterleaf K-5	Duval
2008-2213	40-009-115688-1	East Coast Development Dental Office	Indian River
2008-1727	40-035-115381-1	Palm Coast Fire Station	Flagler
2008-1751	40-035-18525-7	Grand Reserve And Golf Club	Flagler
2008-1586	40-031-113139-1	Garden City Commercial	Duval
2008-1962	4-127-22729-18	Parcel 62 Development	Volusia
2008-1956	40-127-83176-3	New Central Warehouse Facility	Volusia
2008-1955	40-127-115653-1	Highlander Aviation Taxiway	Volusia
2008-2208	40-009-115588-1	Melbourne Community Boardwalk	Brevard
2008-2207	40-009-115608-1	Avocado Ditch Piping	Brevard
2008-1966	40-031-65381-7	Carroll Raised Walkway and Dock	Duval
2008-1961	40-127-22740	Halifax Plantation	Volusia

Coverage Area #8

Note: 8D is the parcel of interest



8C

8B**

8A*

8D



Legend

-  City Owned Property
-  Other Publicly Owned Property
-  Palm Coast City Limits

** For marketing purposes only, located outside of city limits and not owned by the City of Palm Coast*

*** This parcel is owned by the City of Palm Coast and is outside of the city limits*



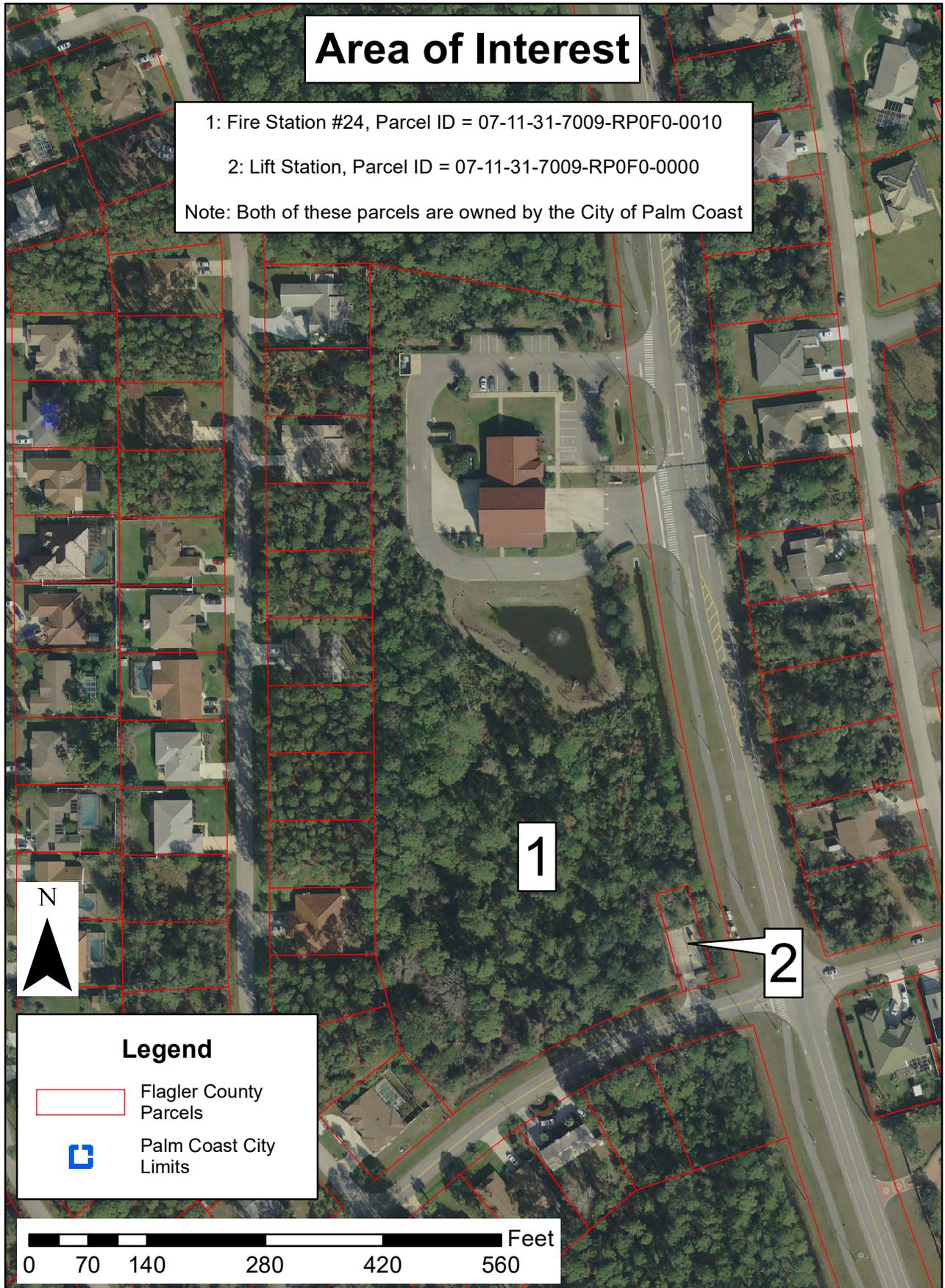
The City of Palm Coast prepares and uses this map/map data for its own purposes. This map/map data displays general boundaries and may not be appropriate for site specific uses. The City uses data believed to be accurate; however, a degree of error is inherent in all maps. This map/map data is distributed AS-IS without warranties of any kind, either expressed or implied including, but not limited to, warranties of suitability to a particular purpose or use. This map/map data is intended for use only at the published scale. Detailed on-the-ground surveys and historical analyses of sites may differ substantially from this map/map data.

Area of Interest

1: Fire Station #24, Parcel ID = 07-11-31-7009-RP0F0-0010

2: Lift Station, Parcel ID = 07-11-31-7009-RP0F0-0000

Note: Both of these parcels are owned by the City of Palm Coast



Legend

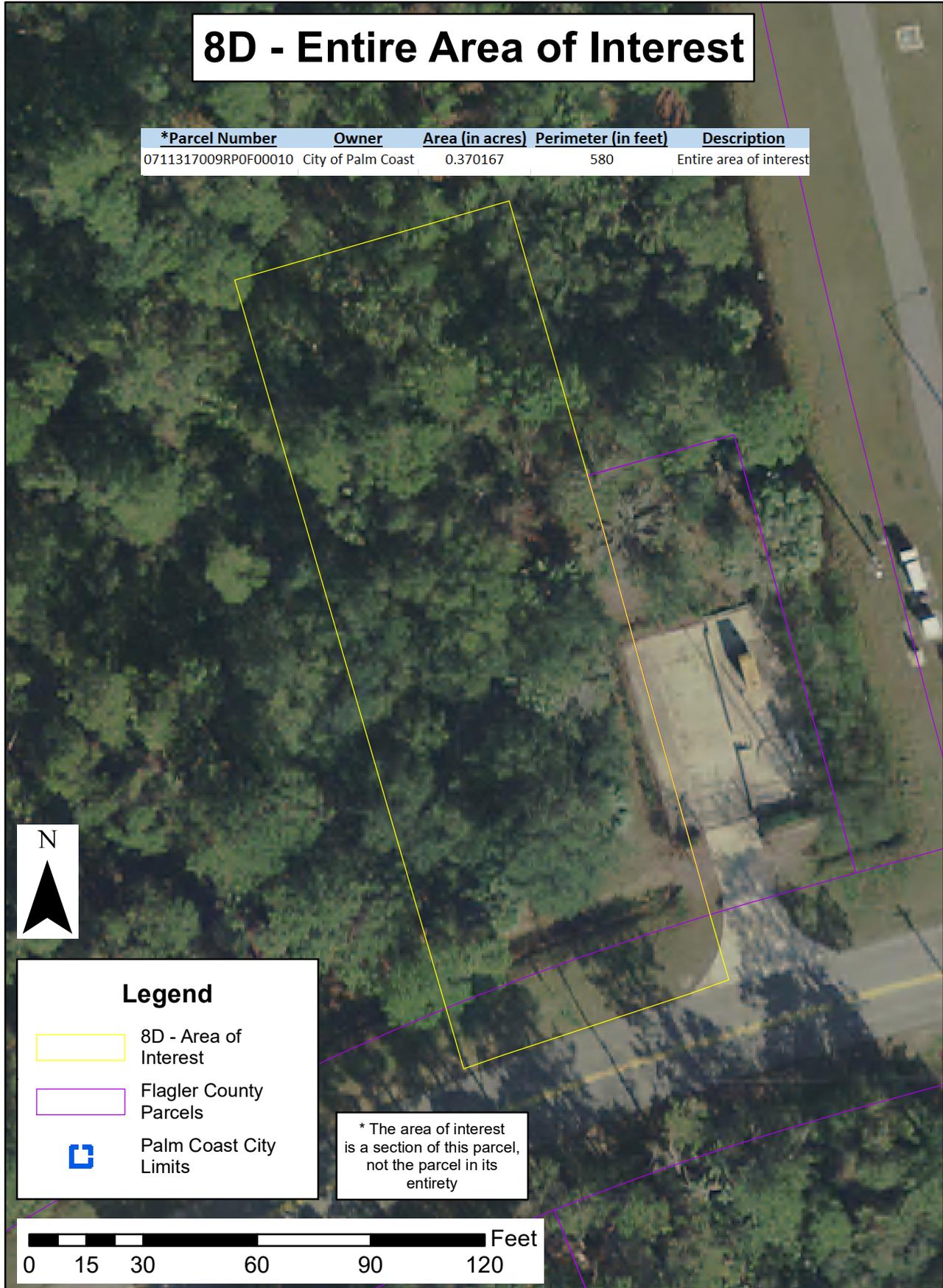
-  Flagler County Parcels
-  Palm Coast City Limits



The City of Palm Coast prepares and uses this map/map data for its own purposes. This map/map data displays general boundaries and may not be appropriate for site specific uses. The City uses data believed to be accurate; however, a degree of error is inherent in all maps. This map/map data is distributed AS-IS without warranties of any kind, either expressed or implied including, but not limited to, warranties of suitability to a particular purpose or use. This map/map data is intended for use only at the published scale. Detailed on-the-ground surveys and historical analyses of sites may differ substantially from this map/map data.

8D - Entire Area of Interest

*Parcel Number	Owner	Area (in acres)	Perimeter (in feet)	Description
0711317009RPOF00010	City of Palm Coast	0.370167	580	Entire area of interest



Legend

- 8D - Area of Interest
- Flagler County Parcels
- ☐ Palm Coast City Limits

* The area of interest is a section of this parcel, not the parcel in its entirety



The City of Palm Coast prepares and uses this map/map data for its own purposes. This map/map data displays general boundaries and may not be appropriate for site specific uses. The City uses data believed to be accurate; however, a degree of error is inherent in all maps. This map/map data is distributed AS-IS without warranties of any kind, either expressed or implied including, but not limited to, warranties of suitability to a particular purpose or use. This map/map data is intended for use only at the published scale. Detailed on-the-ground surveys and historical analyses of sites may differ substantially from this map/map data.

Map Provided by the GIS Division

Date: 3/20/2018

City of Palm Coast, Florida Agenda Item

Agenda Date: 3/27/2018

Department	CITY CLERK	Amount
Item Key	2742	Account
		#
Subject	RESOLUTION 2018-XX APPOINT DR. ELAINE STUDNICKI AS CO-CITY HISTORIAN	
Background :	<p>In October 2000, the City Council appointed Mr. Art Dyke as the City Historian for the Palm Coast Historical Society. The Historical Society provides the history of Palm Coast to our future residents and to the citizens of the City of Palm Coast.</p> <p>The Historical Society's Officers and Board of Directors have recommended City Council appoint Dr. Elaine Studnicki, as Co-City Historian at this time. Mr. Dyke will remain as the other Co-City Historian for the Palm Coast Historical Society.</p>	
Recommended Action :	Adopt Resolution 2018-XX appointing Dr. Elaine Studnicki, as Co-City Historian.	

RESOLUTION 2018-____
CO-CITY HISTORIAN

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, PROVIDING FOR THE APPOINTMENT OF A CO-CITY HISTORIAN; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTING ACTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, in October 2000, City Council adopted Resolution 2000-29, appointing Co-City Historians; and

WHEREAS, the continuation of documenting and preserving the City's history is important to future residents and to the citizens of Palm Coast; and

WHEREAS, the Historical Society Officers and Board of Directors recommend appointing Dr. Elaine Studnicki; and

WHEREAS, the City Council desires to appoint Dr. Elaine Studnicki as Co-City Historian.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY OF PALM COAST, FLORIDA:

SECTION 1. APPOINTMENT OF CO-CITY HISTORIAN. That the City Council hereby appoints Dr. Elaine Studnicki as Co-City Historian for the City of Palm Coast.

SECTION 2. SEVERABILITY. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Resolution are severable, and if any phrase, clause, sentence, paragraph or section of this Resolution shall be declared unconstitutional by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Resolution.

SECTION 3. CONFLICTS. All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 4. IMPLEMENTING ACTIONS. The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution.

SECTION 5. EFFECTIVE DATE. This Resolution shall become effective immediately upon its passage and adoption.

DULY PASSED AND ADOPTED by the City Council of the City of Palm Coast, Florida, on this 3rd day of April 2018.

CITY OF PALM COAST, FLORIDA

Milissa Holland, Mayor

ATTEST:

Virginia A. Smith, City Clerk

Approved as to form and legality

William E. Reischmann, City Attorney



PALM COAST HISTORICAL SOCIETY & MUSEUM

March 2, 2018

Mayor Milissa Holland,

Subject: Co- Historian Appointment

The Officers and Board of Directors of the Palm Coast Historical Society recommend that the Council appoint Elaine Studnicki co-Historian for the City of Palm Coast. The City's present Historian, Art Dycke, understands the need for continuity in that position and would like to have Elaine work with him in carrying out the goals set by the City to record, promote and foster the study of Palm Coast's history. Elaine has worked as a volunteer for a number of years, and it is our belief that she is exceptionally qualified for the position.

Sincerely,

William Venne
President, PCHS&M

Cc: Council members, Robert Cuff, Nick Klufis, Steven Nobile, and Heide Shipley.
City manager, Jim Landon

PO Box 352613
Palm Coast, FL 32135
386-283-5929

www.palmcoasthistory.org
Email the society at info@palmcoasthistory.org

To: Palm Coast City Council

From: Elaine Studnicki 

Ref: Co-Historian Position

Date: March 5, 2018

In 2010 my husband David and I moved to Palm Coast. We owned property in Palm Coast since 1973 and climbed the historic tower at the Welcome Center to see our land *somewhere out there*. But in the last eight years we have truly experienced Palm Coast and all it has to offer. We liked it so much the rest of the family also moved here! Our two adult children live in Denver, Colorado and love to visit our pleasant town.

I also retired from education in 2010. For 28 years I taught children and adults in elementary school, middle school, and college. During my Director of Technology tenure, I earned my doctorate in Education, curriculum development certification as well as a principal certification.

I joined the historical society to help and learn more about my city. I don't take the position of co-historian lightly. I truly want to support the city of Palm Coast and all of the people who share a sense of community and purpose in its history and future.

My goals are simple in words and laborious in fulfillment. They are to continue the development of a historical program that reaches all citizens and to respectfully fulfill the historical society mission, which is the collection, preservation and dissemination of material related to the City of Palm Coast and its people.

February 28, 2018

To: Mayor Milissa Holland

City Council Members - Robert Cuff, Nick Klufas, Steven Nobile and Heide Shipley

City Manager - Jim Landon

Communications and Marketing - Cindi Lane

From: City Historian - Art Dycke

Re: Request for the appointment of Dr. Elaine Studnicki as Co-Historian for the City of Palm Coast

As a volunteer for the City of Palm Coast Historical Society during the past four years, Dr. Elaine Studnicki has exhibited her intense interest in Palm Coast history and demonstrated her leadership skills in fulfilling the City of Palm Coast Historical Society's stated mission which is "The collection, preservation and dissemination of material related to the City of Palm Coast and its people."

As corresponding secretary for the Society Elaine produced knowledgeable and interesting membership letters and promotional materials during the difficult times in 2015 and 2016 when Holland Park was being reconstructed and we had very limited access to our office. She has co-served with me on the recently completed Flagler County Centennial committee which met weekly for almost 2 years. She has a mastery of modern technology and office management and is a polished public speaker and conversationalist with a natural love of communicating with people of all ages. She has established an interesting geocache loop of our early historic sites.

I believe that all the aforementioned capabilities combine to make Dr. Elaine Studnicki an outstanding choice as Co-Historian to help assure a bright future for the City of Palm Coast Historical Society.

Please see the attached email dated Sunday, November 5, 2017 which describes my personal view of Elaine's role in our 2017 Founders Day celebration.

It is with respect, gratitude and enthusiasm that I support the nomination of Dr. Elaine Studnicki as Co-Historian for the City of Palm Coast.

Respectfully submitted, Art Dycke.

AED

From: ART DYCKE <artedski@bellsouth.net>
Sent: Sunday, November 05, 2017 9:55 PM
To: Elaine Studnicki; William Venne; Art Dycke; Peter Kroeger; Jim Canfield; Carol Lemieux; Patricia Eldridge; Jack Pitman; Gladys Moore; Steve Jones; Kay Stafford; Jon Netts; Marge McKay; Yerdis Trexler; Nancy Morreale; cmdelmonte@yahoo.com; Mery Gable; Cindi Lane; Milissa Holland
Cc: Art Dycke
Subject: Palm Coast Historical Society

I want to extend my personal gratitude and thanks to Elaine Studnicki for all that she is doing to uplift, upgrade and modernize the City of Palm Coast Historical Society. For those of you that attended our 2017 Founders Day program on Sunday, October 29 at 1 PM in Holland Park, Elaine was the lady with the warm smile who greeted you at the entrance and gave you a full color agenda and brief description of our Society all of which she had designed and printed.

The event ended at 3:30 PM and by 4 PM Elaine sent the following email to our volunteers and participants: "Hi Everyone, are you warm yet? I hope so. It was a chilly Founder's Day but a successful one. The sun came out to keep us warm and the wind allowed us to save some energy and keep the posters in our office! I saw folks going in and out of our museum and office to look at our artifacts and poster boards. I even spoke to someone who joined today! Sweet! I also thought Art's movie was great, the band added a special touch to the event, and our guest speakers did a good job. And what's not to love about cookies! Perhaps next year we'll be in the Community Center and even more people will come. I counted about 50 in addition to the band. Thank you for all of your work today and in preparation for the event too. It truly is a collaborative effort and together we make it happen. It is fun working with each of you and it is important work. Work that goes beyond recognition. Still, you should know that you're the best and you are appreciated. On behalf of Art & Bill, Cheers, Elaine."

At 8:18 the next morning Elaine resumed acknowledging and thanking: attending dignitaries, speakers and presenters, the Community Band, and the City of Palm Coast: administration, communications, IT and parks and recreation department. I finally received her last email at 7:07 that evening.

Holland Park was officially closed to the public on March 4, 2015. The City has always provided maintenance and has allowed limited access to the buildings, increasing as the reconstruction of the park allowed. Elaine has been the chief editor, designer and mailer of Society communications to the City, Society volunteers, members and the public during the Holland Park reconstruction.

Elaine and I continue to serve on the Flagler County Centennial committee which has met at the Flagler County government building at 1:30 PM on almost every Tuesday since the beginning of last year and will continue to do so until the end of this year.

In my opinion, her administrative ability, jovial professionalism, talent and dedication to a more than 16 year old Palm Coast Historical Society has helped us to survive and headed us toward a hopeful future.

Personally, I know that I could not have done my job as City Historian without her assistance this year.

Elaine, this letter began with your acknowledging and thanking many others. I must now acknowledge my gratitude and thanks to you.

THANK YOU, THANK YOU, THANK YOU.

Art Dycke

City of Palm Coast, Florida Agenda Item

Agenda Date: 3/27/2018

Department	Community Development	Amount	289,950.00
Item Key	2738	Account	54029082-063000-85003
Subject	RESOLUTION 2018-XX APPROVING A WORK ORDER WITH MCKIM & CREED, INC., FOR ENGINEERING DESIGN AND CONSTRUCTION SERVICES FOR THE HAZARD MITIGATION GRANT FOR THE INSTALLATION OF GENERATORS FOR 30 PUMP STATIONS		
Background :			
<p>In February, City Council approved the Florida Division of Emergency Management cost share agreements for Hazard Mitigation Grant for the purchase and installation of generators for 30 pump stations throughout the City. These generators will be installed at existing pump stations. The generators will be placed on concrete pads and connected to the electrical panels. Some of the pump stations may need minor modifications to accommodate the new generators. In addition, the grants require specific administrative tasks, for example; Davis Bacon wage interviews, payroll verification and reimbursement requests.</p> <p>The total federal share obligation for the grant is \$1,196,777, which is 75% of the costs for the generators. The City's share for the pump station generators is budgeted for FY 18 and 19.</p> <p>Staff recommends retaining McKim and Creed for design and construction engineering services for the Hazard Mitigation project. Work will be performed on an hourly rate basis for a fee not-to-exceed \$289,950.00. Funds for this project are budgeted in the Utility 5-year Capital Plan.</p>			
SOURCE OF FUNDS WORKSHEET FY 2018-2019			
Utility Capital Project- 54029082-063000-85003		\$2,130,000.00	
Total Expenses/Encumbered to date		\$128,642.79	
Pending Work Orders/Contracts		\$	
Current Work Order		\$289,950.00	
Contingency		\$	
Balance		\$1,711,407.21	
Recommended Action :			
Adopt Resolution 2018-XX approving a work order with McKim & Creed, Inc., in the amount not-to-exceed \$289,950.00, for engineering design and construction services for the Hazard Mitigation Grants for the installation of generators for 30 pump stations.			

RESOLUTION 2018-_____
WORK ORDER WITH MCKIM & CREED, INC.,
FOR DESIGN AND CONSTRUCTION ENGINEERING SERVICES
FOR THE HAZARDOUS MITIGATION
GRANT PROGRAM PUMP STATION GENERATORS

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, APPROVING A WORK ORDER ISSUED TO MCKIM & CREED FOR DESIGN AND CONSTRUCTION ENGINEERING SERVICES FOR THE HAZARDOUS MITIGATION GRANT PROGRAM PUMP STATION GENERATORS PROJECT; AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE THE WORK ORDER; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTING ACTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, McKim & Creed is engaged in a continuing services agreement to provide engineering services to the City of Palm Coast; and

WHEREAS, the City Council of the City of Palm Coast desires to issue a work order under said contract to McKim & Creed for engineering services relating to the design and construction of the Hazardous Mitigation Grant Program Pump Station Generators project.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUCIL OF THE CITY OF PALM COAST, FLORIDA AS FOLLOWS:

SECTION 1. APPROVAL OF WORK ORDER. The City Council of the City of Palm Coast hereby approves the terms and conditions of a work order to McKim & Creed, for engineering services relating to the design and construction of the Hazardous Mitigation Grant Program Pump Station Generators project, as attached hereto and incorporated herein by reference herein by reference as Exhibit “A.”

SECTION 2. AUTHORIZATION TO EXECUTE. The City Manager, or designee, is hereby authorized to execute the work order as depicted in Exhibit “A.”

SECTION 3. SEVERABILITY. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, is shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 4. CONFLICTS. All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 5. IMPLEMENTING ACTIONS. The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution.

SECTION 6. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption by the City Council.

DULY PASSED AND ADOPTED by the City Council of the City of Palm Coast, Florida, on this 3rd day of April 2018.

CITY OF PALM COAST, FLORIDA

ATTEST:

MILISSA HOLLAND, MAYOR

VIRGINIA A. SMITH, CITY CLERK

Attachment: Exhibit "A" – Work Order with McKim & Creed

Approved as to form and legality

William E. Reischmann, Jr., Esq.
City Attorney

WORK ORDER # _____
PO #: _____



DATE: 03 / 16 / 20 17

Project Manager's Initials NAK

SUPPLIER INFORMATION

BID DETAILS

Name	McKim & Creed	Project Title	Hazardous Mitigation Grant Program Pump Station Generators
Street	139 Executive Circle, Suite 201	Bid #	RFQ-PW-U-14-05
City, State, Zip	Daytona Beach, FL 32114	City Council Approval date	3/18/17

TOTAL COST: \$ 289,950.00
(must equal amount of Purchase Order)

1. **INCORPORATION BY REFERENCE** The provisions of the agreement dated 03 / 06 / 2009 ("Agreement") are hereby expressly incorporated by reference into and made a part of this Work Order.

2. **METHOD OF COMPENSATION** (chose one): FIXED FEE NOT TO EXCEED*
Fixed - Amount Proposed is set amount for services – will not change regardless of time. Not to exceed -: Spend over time shall not exceed Total Cost without approved change order

*If "NOT TO EXCEED", then TOTAL COST is (chose one): UNIT BASED PERCENT OF FIXED FEE ___%

3. **PRICING** (chose one): ATTACHED INCLUDED IN CONTRACT

4. **SCHEDULE** (chose one): AS NEEDED BASIS SHALL BE COMPLETED BY - 12 / 31 / 20 19

5. **DESCRIPTION OF SERVICES** (chose one): ATTACHED INCLUDED IN CONTRACT

6. **OTHER ATTACHMENTS TO THIS WORK ORDER:** No Yes If yes, identify below:

Scope of Services

7. **TIME IS OF THE ESSENCE:** The obligation of Supplier to perform services shall commence upon execution of this Work Order and shall be completed as set forth above. Time is of the essence. Failure to meet the completion date shall be a material default and may be grounds for termination of this Work Order and the Agreement.

8. **CONFLICT.** In the event of a conflict between the terms and conditions of the Agreement and this Work Order, the terms of the Agreement shall govern unless otherwise agreed to in writing by all parties. In the event of a conflict between the terms and conditions of this Work Order and any attachments, the terms of this Work Order shall govern unless otherwise agreed to in writing by all parties.

WITNESS WHEREOF, the parties hereto have made and executed this Work Order on this _____ day of _____, 20_____, for the purposes stated herein.

SUPPLIER APPROVAL

CITY APPROVAL

By: _____

By: _____

Print: _____

Print Name: _____

Title: _____

Title: Assistant City Manager or Designee

Date: _____

Date: _____

**CITY OF PALM COAST
BACKUP POWER TO THIRTY (30) PUMP STATIONS
FEMA GRANT NO.: FEMA-DR-4283-FL**

**PROPOSAL FOR DESIGN, SURVEY, PERMITTING,
BIDDING, AND CONSTRUCTION SERVICES**

I. INTRODUCTION

The City of Palm Coast (CITY) had experienced a much wetter than normal year in 2017, and combined with power outages caused by Hurricane Irma, caused some of the CITY's lift/pump stations to exceed their pumping capacity and overflow. In order to prevent similar occurrences from taking place in the future, the CITY has applied for, and has been approved, to receive Federal and State monies in order to fund construction contracts to furnish and install thirty (30) permanent standby generators to be located at pump station sites throughout the CITY.

The work will be separated into six (6) separate contracts, with each contract incorporating five (5) standby generators at five (5) lift/pump station sites. In addition to the generators, an automatic transfer switch, aluminum enclosure, conduit and other electrical components will be incorporated at a total of thirty (30) lift/pump station sites.

With the project receiving funding from the Florida Division of Emergency Management and the Federal Emergency Management Agency (FEMA), this proposal will include a SUB-CONSULTANT'S effort to oversee the funding and compliance services necessary to assure that the provisions and requirements of the Hazard Mitigation Grant Program (HMGP) are met.

II. OBJECTIVE

The objective of this proposal is to provide engineering and oversight services to the City of Palm Coast for the for the design, survey, permitting, bidding and construction services for the incorporation of thirty (30) permanent standby generators to be installed at thirty (30) lift/pump station sites throughout the CITY.

McKim & Creed, Inc. (CONSULTANT) shall coordinate all work activities through the following CITY staff:

Richard Adams – Utility Director
Steve Flanagan – Community Development Director
Brian Matthews – Environmental Compliance Manager
Mary Kronenberg – Project Manager

III. SCOPE OF WORK

This Scope of Services has been developed to address the anticipated project requirements. Task items not specifically identified in this Scope of Services are not included. If, during the course of the Work Assignment, it is determined that additional work or assistance is necessary to complete this project, those items can be added as additional services at that time.

In preparing this Scope of Services and engineering services fee, the CONSULTANT makes the following assumptions:

- The CITY will provide available record drawings of the thirty (30) lift/pump stations.
- The CITY will provide all required documentation for submittal to the appropriate CITY committees and boards.
- Consistent with the professional standards of care and unless specifically provided herein, the CONSULTANT shall be entitled to rely upon the accuracy of data and information provided by the CITY or others without independent review or evaluation.

The CONSULTANT shall provide the SCOPE OF SERVICES as outlined below:

Task 1: Project Kickoff and Data Collection

- CONSULTANT shall develop project documents that will include project setup, project schedule, hard and electronic filing systems, and conduct internal kickoff meeting with the design team. Management of the Project will also be included with this task.
- CONSULTANT shall conduct a Project Kickoff Meeting with the CITY staff to discuss the overall project scope, approach and schedule. CONSULTANT shall prepare the meeting agenda and a detailed schedule for the kickoff meeting. Key team members will be identified and procedures for communication and data collection will be established. Meeting minutes will be prepared by CONSULTANT and distributed to meeting attendees.
- CONSULTANT shall work with the CITY to coordinate gathering any existing drawings or other data that is pertinent to the design of the Project.

Task 2: Design Services

- CONSULTANT shall perform a specific purpose topographic survey of the thirty (30) lift/pump station sites.
- CONSULTANT shall provide electrical design services for the incorporation of permanent standby generators at thirty (30) pump station sites located throughout the CITY.
- CONSULTANT shall provide civil/site design services required at each of the thirty (30) lift/pump station sites. Design services shall include siting of the generator; design of the generator slab; detail sheets and standard sheets.
- CONSULTANT shall prepare six (6) Project Manuals to incorporate the latest front end documents and technical sections. Each manual will contain information that is specific to the five (5) lift/pump stations included within each manual.
- CONSULTANT shall prepare 60%, 90% and 100% design drawings and will review the 60% and 90% Drawings with CITY staff. Comments and input from staff will be incorporated into the Contract Documents.
- CONSULTANT shall prepare an Engineer's Opinion of Probable Construction Cost for the project. This information shall be presented to CITY staff for review at the 60%, 90%, and 100% design review stages. The cost will be pertinent to each contract containing the five (5) lift/pump stations.
- CONSULTANT shall provide a Quality Control and Quality Assurance (QA/QC) review of the Project. The review shall be conducted by a senior level engineer not directly involved with the Project in accordance with the CONSULTANT QA/QC procedures prior to each submittal.
- CONSULTANT shall provide electronic files of the Drawings and Project Manual to the CITY that is suitable for placement on the CITY'S website for bidders and suppliers.

Task 3: Prepare Permit Applications

- CONSULTANT shall prepare and submit pump station site plans to the CITY for comments from the Technical Review Committee.
- CONSULTANT shall provide drawings to assist the Contractor with obtaining the CITY Building Permit.

- All permit fees will be paid by the CITY.
- Task Nos. 1, 2 and 3 must be completed and submitted to the Utility Director within 90 days of the issuance of Notice to Proceed or Purchase Order.

Task 4: Negotiation and Bidding Services

- CONSULTANT shall prepare and distribute the six (6) contract documents for the incorporation of permanent standby power at the thirty (30) lift/pump station sites and assist the CITY'S staff in bidding the construction of the project.
- CONSULTANT shall schedule six (6) pre-bid meetings to discuss the Project with prospective Contractors and answer questions they may have about the Project. CONSULTANT shall prepare and forward to the City any necessary clarifications or addenda during the bidding phase.
- CONSULTANT shall attend six (6) bid openings, review and evaluate the bids for this Project, prepare six (6) Bid Tabulations, and provide a Letter of Recommendation of Award for each of the six (6) contracts.

Task 5: Construction Services for FEMA Grant

General

Services described herein relate to the capital funding and compliance services during the design and construction phases of the backup power for pump stations project funded through the Hazard Mitigation Grant Program (HMGP) CFDA Number 97.039 (Project). These services will be provided to assist with compliance with the HMGP requirements.

The SUB-CONSULTANT will represent the CONSULTANT and the CITY and coordinate with the Florida Division of Emergency Management (DEM), CITY staff, the CONSULTANT, and construction companies in the funding administration process. Draft transmittal letters and final document submittals to the DEM to facilitate the funding will be prepared by the SUB-CONSULTANT, as needed. The CITY, the CONSULTANT, and the construction companies will provide documents and information as necessary to complete these tasks. The SUB-CONSULTANT will advise and draft responses to questions and/or comments relative to the funding if needed. The SUB-CONSULTANT will be available to provide advice and consultation relative to the funding process throughout the term of this agreement.

SUB-CONSULTANT'S services include:

A. Advisory Services

For services not included in specific Tasks, the SUB-CONSULTANT will be available on an as needed basis to assist the CITY and the CONSULTANT, attend meetings as necessary, respond to questions, and provide guidance and advice to the CITY, the CITY'S staff, and the CONSULTANT relative to the funding process requirements. The SUB-CONSULTANT will represent the CITY before state and federal agencies and others in settling any issues relative to the funding and compliance process that may arise during the Project period covered in these Tasks. The SUB-CONSULTANT will be available to provide guidance and assistance for the CITY to meet with state and federal elected officials, state and federal agencies, and others if necessary.

B. Construction Bidding Document Preparation Services

The SUB-CONSULTANT will advise and assist the CONSULTANT in the preparation of contract bidding documents with conditions and provisions as may be required by the DEM and FEMA for bidding purposes. The SUB-CONSULTANT will assist the CONSULTANT in obtaining appropriate compliance requirement documents for inclusion in the bidding documents. The SUB-CONSULTANT will advise the CITY and the CONSULTANT of other requirements as may be needed to obtain approval of the DEM to prepare the project for bidding.

C. Pre-Construction and Construction Progress Meetings

The SUB-CONSULTANT will prepare for and attend a Pre-Construction Meeting and Construction Progress Meetings as needed and requested by the CONSULTANT or the CITY to provide guidance relative to the DEM program compliance requirements that apply during construction. If a written response to questions is needed, the SUB-CONSULTANT will assist the CONSULTANT and the CITY in the preparation of the response.

D. Construction Compliance and Disbursement Requests

The SUB-CONSULTANT will assist in monitoring the Minority and Women's Business Enterprises participation and provide reports as may be required by the DEM. The CONSULTANT will collect the monthly M/WBE utilization reports from the contractors and subcontractors when payment applications are received from the contractors and submit to the SUB-CONSULTANT. The SUB-CONSULTANT will advise the CONSULTANT and the CITY in the maintenance of files of compliance documentation as required for inspection by the DEM, auditors, and others. The SUB-CONSULTANT will notify the CONSULTANT

and the CITY of any exceptions noted in the review of the submitted documents and assist the CONSULTANT, CITY, and the contractor in maintaining compliance with the DEM requirements. The SUB-CONSULTANT will assemble the contractor's monthly pay estimates and invoices for other grant eligible costs along with supporting documentation as required by the DEM and prepare draft disbursement request packages. The CONSULTANT or the CITY will verify the contractor's work progress and accuracy of the contractor's monthly pay estimates. The SUB-CONSULTANT will prepare the disbursement requests and submit to the CITY for review, approval, signing, and submittal to the DEM. The SUB-CONSULTANT will represent the CONSULTANT and the CITY and coordinate with the DEM to settle any issues relating to the M/WBE requirements, or other compliance process requirements.

Task 6: Post Design Construction Services

- CONSULTANT shall advise and consult with the CITY for post design and construction activities. CONSULTANT will act as the CITY's representative as provided in the General Conditions of the Contract Documents concerning construction administrative matters as hereinafter described.
- For the purposes of this Scope of Services, it is assumed construction phase services will occur over a period of 300 (three hundred) days to Final Completion, or 270 (two hundred seventy) days from the date of the Notice to Proceed to Substantial Completion, in accordance with the proposed construction contract between the CITY and the Contractor.
- CONSULTANT shall attend and represent the CITY at preconstruction, progress, and project closeout meetings with the Contractor, surveyors, layout personnel and construction quality control testing personnel. CONSULTANT will also review and monitor Contractor's construction schedule and advise the CITY of any anticipated project delays and/or early completion indicated through such review and through construction progress observation. For scope purposes, progress meetings will be held on a bi-weekly basis.
- CONSULTANT shall check and review shop drawings, catalog data, diagrams, illustrations, schedules, samples, test and inspection results and other data the Contractor is required to submit, but only as to conformance with the overall design concept of the project and compliance with the Plans, Specifications, and other Contract Documents.
- CONSULTANT shall submit four (4) signed and sealed set of plans and one (1) electronic copy of each contract for submittal to the CITY's Technical Review

Committee of the Planning Department. CONSULTANT will not be required to submit utilization plans direct to the City Engineering Department.

- CONSULTANT shall provide three (3) signed and sealed set and one (1) electronic copy of plans of each contract to the Contractor for City Building Permit requirements. Contractor to submit to the City Building Department.
- CONSULTANT shall retain the services of a Geotechnical firm in order to perform compressive tests on concrete cylinders taken for the concrete slab for support of the generator at each lift/pump station site.
- CONSULTANT may, as the CITY's representative, require special inspection or testing of the work (whether or not fabricated, installed or completed). CONSULTANT shall act as interpreter of the terms and conditions of the Contract Documents and judge of the performance hereunder by the CITY and the Contractor and make decisions on all claims of the CITY and the Contractor relating to the execution and progress of the work and all other matters and questions related thereto; however, CONSULTANT shall not be liable for the results of any such interpretations or decisions rendered by CONSULTANT in good faith.
- Based on CONSULTANT's on-site observations as an experienced and qualified design professional and review of the Contractor's applications for payment, supporting data, and information received from the CITY, CONSULTANT shall determine the amounts owing to the Contractor and recommend approval in writing of payments to the Contractor in such amounts. Such recommendations shall constitute representations to the CITY, that are expressions of CONSULTANT's opinion, based on such observations and review, that the work has substantially progressed to the point indicated and that, to the best of CONSULTANT's knowledge, information and belief, the quality of the work is in accordance with the Contract Documents (subject to an evaluation of the work as a functioning project upon Substantial Completion and to the results of any subsequent tests called for in the Contract Documents).
- CONSULTANT shall make periodic visits to the work site to observe the progress and report to the CITY as to the amount of work completed, the overall quality of executed work, and observed impediments to the successful contract completion. CONSULTANT shall not be required to make exhaustive or continuous on-site observations as to the quality or quantity of completed work; CONSULTANT shall not be responsible for the construction means, methods, techniques, sequences, or procedures or the safety precautions incidental thereto. CONSULTANT's efforts will be directed toward providing assurance to the CITY that the completed project will substantially conform to the contract, plans,

and specifications, but CONSULTANT shall not be responsible for the Contractor's failure to perform the construction work in accordance with said documents. Based on on-site observation as an experienced and qualified design professional, CONSULTANT will keep the CITY informed as to the progress of the work, will endeavor to guard the CITY against defects and discrepancies and shall coordinate with the CITY and the Contractor as to disapproving or rejecting work which fails to meet the project plans, specifications or other Contract Documents.

- CONSULTANT shall not provide a record of the Contractor's activities throughout the construction, nor notations on the nature and cost of any extra work or changes ordered during construction. CONSULTANT is not responsible for the performance of the construction contract by the Contractor. In order to maintain a complete record of activities and changes, CONSULTANT shall rely on the CITY to provide information based on inspections conducted by the CITY.
- CONSULTANT shall, in conjunction with other CITY representatives, conduct punch list and final observations of the in-place work to determine if the work is completed substantially in accordance with the plans, specifications and other Contract Documents. These observations shall form the basis for CONSULTANT's review and recommendation for payment on the Contractor's final pay request.
- CONSULTANT shall review Contractor provided record drawings/surveys and other as-built data for installed facilities and bring any apparent discrepancies between the as-built conditions and the design conditions to the attention of the CITY. CONSULTANT shall coordinate with the Contractor regarding provision of the construction record drawings prior to final on-site inspections and punch list preparation. CONSULTANT shall also prepare and furnish to the CITY one (1) set of signed and sealed Record Drawings and one electronic copy (AutoCAD format) of the record drawings showing those changes made during the construction based on the data noted above. CONSULTANT will prepare statements of completion (qualified if necessary) certifying completion of the work, and submit statements in accordance with the Contract Documents, regulatory agencies, and CITY requirements.
- CONSULTANT shall not be responsible for the acts or omissions of the Contractor or any of the Contractor's Sub-Contractors, Agents, Employees, or other persons performing any of the work under the construction contract, or of others.

- CONSULTANT, through its survey sub-consultant, shall establish construction control points on the drawings for the Contractor's use during construction. CONSULTANT is not responsible for laying out the Contractor's work.
- This proposal includes SUB-CONSULTANT services for geotechnical testing (construction quality control) and surveying services. CONSULTANT shall coordinate with all the SUB-CONSULTANTS during construction.
- No other SUB-CONSULTANT services are included.

IV. FEES AND BILLING

The proposed not-to-exceed fee has been calculated utilizing rates as approved in the base contract between CONSULTANT and the City of Palm Coast. Expenses for sub-consultants, printing, travel, telephone and all other related changes have been estimated and included in the above not-to-exceed fee. CONSULTANT shall invoice the CITY based on actual time and expenses and the total amount invoiced to the CITY shall not exceed \$289,950.00. A Fee Matrix showing the estimated hours and the rates is attached for your review.

P:\PROPOSALS ENGINEERING\Proposals 2018 For DB And PC\City Of Palm Coast\180678 - Backup Power To Five PS\180678 - Backup Power To Pump Stations FINAL 031518 .Doc

City of Palm Coast, Florida Agenda Item

Agenda Date :

Department	STREETS & DRAINAGE	Amount	\$125,000 (Estimated Annually)
Item Key	2739	Account #	Various
Subject	RESOLUTION 2018-XX APPROVING A PRICE AGREEMENT FOR CONCRETE, ON AN AS NEEDED BASIS, WITH ARGOS READY MIX, LLC		
Background :	<p>The Public Works Streets and Drainage Division, as well as a variety of other facilities throughout the City, are responsible for the maintenance and repair of all City sidewalks, driveway replacements, paths, headways, spillways and other stormwater structures. In an effort to obtain the best pricing and facilitate timely deliveries, staff wishes to enter into a one-year price agreement to secure the cost and availability of ready-mix concrete.</p> <p>The 4,000 psi concrete with fiber mesh, will be purchased on an “as needed basis” for deliveries to various job locations within the City of Palm Coast.</p> <p>City staff advertised and solicited bids for concrete in accordance with the City’s Purchasing Policy. One bid was received and was found to be responsive and responsible. Staff recommends entering into a contract with Argos Ready Mix, LLC, of Jacksonville, Florida, with facilities located in Bunnell, Florida at \$110.00 per cubic yard. The notice of intent to award and project bid overview is attached.</p> <p>Since this is a price agreement, City staff will purchase concrete on an as needed basis using budgeted funds appropriated by City Council. The Fiscal Year 2018 Budget includes funding within various funds to purchase concrete. City staff estimate that the City will expend approximately \$125,000 annually under this piggyback contract.</p>		
Recommended Action :	Adopt Resolution 2018-XX approving a price agreement for concrete, on an as needed basis, with Argos Ready Mix, LLC, of Jacksonville, Florida.		

RESOLUTION 2018-____
ARGOS READY MIX, LLC

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, APPROVING THE PRICE AGREEMENT FOR CONCRETE 4,000 PSI WITH FIBER MESH, ON AN AS NEEDED BASIS, WITH ARGOS READY MIX LLC; AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE SAID AGREEMENT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTING ACTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Argos Ready Mix LLC., has expressed a desire to provide concrete 4,000 PSI with fiber mesh to the City of Palm Coast; and

WHEREAS, the City desires to enter into a price agreement with Argos Ready Mix LLC, for the above referenced item.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE CITY OF PALM COAST, FLORIDA, AS FOLLOWS:

SECTION 1. APPROVAL OF PRICE AGREEMENT. The City Council of the City of Palm Coast hereby approves the terms and conditions of the price agreement, for concrete on an as needed basis, with Argos Ready Mix LLC, which is attached hereto and incorporated herein by reference as Exhibit "A."

SECTION 2. AUTHORIZATION TO EXECUTE. The City Manager, or designee, is hereby authorized to execute the necessary documents.

SECTION 3. SEVERABILITY. It is hereby declared to be the intention of the City Council that the sections, paragraphs, sentences, clauses and phrases of this Resolution are severable, and if any phrase, clause, sentence, paragraph or section of this Resolution shall be declared unconstitutional by the valid judgment or decree of a court of competent jurisdiction, such unconstitutionality shall not affect any of the remaining phrases, clauses, sentences, paragraphs and sections of this Resolution.

SECTION 4. CONFLICTS. All resolutions or parts of resolutions in conflict with this Resolution are hereby repealed.

SECTION 5. IMPLEMENTING ACTIONS. The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution.

SECTION 6. EFFECTIVE DATE. This Resolution shall become effective immediately upon its passage and adoption.

DULY PASSED AND ADOPTED by the City Council of the City of Palm Coast, Florida, on this 3rd day of April 2018.

CITY OF PALM COAST, FLORIDA

ATTEST:

MILISSA HOLLAND, MAYOR

VIRGINIA A. SMITH, CITY CLERK

Attachment: Exhibit "A" – Price agreement with Argos Ready Mix LLC., for concrete 4,000 PSI with fiber mesh

Approved as to form and legality

William E. Reischmann, Jr., Esq.
City Attorney



city of PALM COAST

Administrative Services & Economic Development
Central Services Division

160 Lake Avenue
Palm Coast, FL 32164
386-986-3730

NOTICE OF INTENT TO AWARD

Project: ITB-PW-18-33 Concrete 4,000 PSI with Fiber Mesh

Date: March 19, 2018

Appeal Deadline: Appeals must be Filed by 5:00 PM on March 22, 2018

Firm	Bid
Argos USA, LLC Gainesville, FL	\$110.00 per yard

The intent of the City of Palm Coast is to award ITB-PW-18-33 to Argos USA, LLC.

Cc: Contract Coordinator, Project Manager, ASED Director, Department Director

Bid protests arising under City Bidding Documents or Procedures shall be resolved under the City of Palm Coast Central Service Division's Bid Protest procedures.

A proposer may protest matters involving the award of this Bid within three (3) business days from the posting of this recommendation to award. Failure to protest to the City's Administrative Services and Economic Development Director, Beau Falgout (bfaigout@palmcoastgov.com) shall constitute a waiver of the protest proceedings.

Any decision of the Administrative Services and Economic Development Director may be appealed to the City Manager by filing a written appeal to the City Manager within seven (7) days of the Administrative Services and Economic Development Director's decision. Any decision of the City Manager may be appealed to the City Council by filing a written appeal to the City Clerk within seven (7) days of the City Manager's decision. The same procedures as above shall apply to contest the award of the contract.





ITB-PW-18-33 - Concrete 4,000 PSI with Fiber Mesh

Project Overview

Project Details	
Reference ID	ITB-PW-18-33
Project Name	Concrete 4,000 PSI with Fiber Mesh
Project Owner	Jesse Scott
Project Type	ITB
Department	Procurement
Budget	\$0.00 - \$0.00
Project Description	This Invitation to Bid is issued for the purpose of establishing a one-year contract with a vendor(s) capable of supplying concrete (4,000psi with Fiber Mesh).
Open Date	Feb 14, 2018 8:00 AM EST
Close Date	Mar 15, 2018 2:00 PM EDT

Awarded Suppliers	Reason	Score
Argos		100 pts



Seal status

Requested Information	Unsealed on	Unsealed by
Forms 1-10 and A,B and D	Mar 01, 2018 2:21 PM EST	Kelly Downey
Pricing Form C	Mar 01, 2018 2:21 PM EST	Kelly Downey

Conflict of Interest

Declaration of Conflict of Interest You have been chosen as a Committee member for this Evaluation. Please read the following information on conflict of interest to see if you have any problem or potential problem in serving on this committee. ## Code of Conduct All information related to submissions received from Suppliers or Service Providers must be kept confidential by Committee members. ## Conflict of Interest No member of a Committee shall participate in the evaluation if that Committee member or any member of his or her immediate family: * has direct or indirect financial interest in the award of the contract to any proponent; * is currently employed by, or is a consultant to or under contract to a proponent; * is negotiating or has an arrangement concerning future employment or contracting with any proponent; or, * has an ownership interest in, or is an officer or director of, any proponent. Please sign below acknowledging that you have received and read this information. If you have a conflict or potential conflict, please indicate your conflict on this acknowledgment form with information regarding the conflict. I have read and understood the provisions related to the conflict of interest when serving on the Evaluation Committee. If any such conflict of interest arises during the Committee's review of this project, I will immediately report it to the Purchasing Director.

Name	Date Signed	Has a Conflict of Interest?
Michael Marinelli	Mar 16, 2018 8:09 AM EDT	No
Arthur Strojny	Mar 15, 2018 4:54 PM EDT	No
Rose Conceicao	Mar 16, 2018 9:28 AM EDT	No



Jesse Scott	Mar 05, 2018 10:46 AM EST	No
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Project Criteria

Criteria	Points	Description
Forms 1-10, A,B and D	Pass/Fail	All forms completed and filled out as requested, legible and signed & dated where required.
Pricing Form C	100 pts	Price noted as submitted for annual total in dollars.
Total	100 pts	



Scoring Summary

Active Submissions

	Total	Forms 1-10, A,B and D	Pricing Form C
Supplier	/ 100 pts	Pass/Fail	/ 100 pts
Argos	100 pts	Pass	100 pts (\$110)

City of Palm Coast, Florida Agenda Item

Agenda Date: 3/27/2018

Department	UTILITY	Amount	As Needed
Item Key	2735	Account	# 54019082 034000
Subject	RESOLUTION 2018-XX APPROVING MASTER SERVICE AGREEMENTS WITH MULTIPLE FIRMS FOR WASTEWATER EMERGENCY TANK TRUCKING SERVICES		
Background :	<p>During times of extreme wet weather or abnormal events such as tropical storms, hurricanes, or tornadoes it may become necessary for the City to supplement the City tank truck fleet with outside contractors to assist the Wastewater Collection System with, pumping of excess inflow/infiltration of ground and surface water and reduce the possibility of sanitary sewer overflows in the wastewater collection and pumping system.</p> <p>In accordance with the City's Purchasing Policy, City staff advertised and solicited bids for wastewater emergency tank trucking services on an as needed basis. The City received four (4) bids which were responsive and responsible. The project bid overview and notice of intent to award are attached.</p> <p>Staff recommends City Council approving master service agreements with Environmental Control Systems, Inc., All Daytona Septic Tank Service, Inc., and Brownie's Septic Service, Inc. There is no expenditure associated with the current requested action. The services will be utilized as needed and in a way most advantageous to the City.</p>		
Recommended Action :	Adopt Resolution 2018-XX approving Master Service Agreements with multiple firms for wastewater emergency tank trucking services.		

RESOLUTION 2018-____
WASTEWATER COLLECTION
EMERGENCY TANK TRUCKING SERVICES

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, APPROVING MASTER SERVICE AGREEMENTS WITH ENVIRONMENTAL CONTROL SYSTEMS, INC. ALL DAYTONA SEPTIC TANK SERVICE, INC., AND BROWNIE’S SEPTIC TANK SERVICE INC.; AUTHORIZING THE CITY MANAGER, OR DESIGNEE, TO EXECUTE SAID CONTRACT; PROVIDING FOR SEVERABILITY; PROVIDING FOR CONFLICTS; PROVIDING FOR IMPLEMENTING ACTIONS AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Environmental Control, Inc., All Daytona Septic Tank Service, Inc., and Brownie’s Septic Tank Service, Inc., have expressed a desire to provide Wastewater Collection Emergency Tank Trucking Services to the City of Palm Coast; and

WHEREAS, the City Council of the City of Palm Coast desires to award the above referenced price agreements with Environmental Control Systems, Inc., All Daytona Septic Tank Service, Inc., and Brownie’s Septic Tank Service, Inc.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALM COAST, FLORIDA, AS FOLLOWS:

SECTION 1. APPROVAL OF PRICE AGREEMENTS. The City Council of the City of Palm Coast hereby approves the terms and conditions of the master service agreements for Wastewater Collection Emergency Tank Trucking Services with Environmental Control, Inc., All Daytona Septic Tank Service, Inc., and Brownie’s Septic Tank Service, which are attached hereto and incorporated herein by reference as Exhibit “A.”

SECTION 2. AUTHORIZATION TO EXECUTE. The City Manager, or designee, is hereby authorized to execute the necessary documents.

SECTION 3. SEVERABILITY. If any section or portion of a section of this Resolution proves to be invalid, unlawful, or unconstitutional, it shall not be held to invalidate or impair the validity, force, or effect of any other section or part of this Resolution.

SECTION 4. CONFLICTS. All resolutions or parts of resolutions in conflict with any of the provisions of this Resolution are hereby repealed.

SECTION 5. IMPLEMENTING ACTIONS. The City Manager is hereby authorized to take any actions necessary to implement the action taken in this Resolution.

SECTION 6. EFFECTIVE DATE. This Resolution shall take effect immediately upon adoption by the City Council.

DULY PASSED AND ADOPTED by the City Council of the City of Palm Coast, Florida, on this 3rd day of April 2018.

CITY OF PALM COAST, FLORIDA

ATTEST:

MILISSA HOLLAND, MAYOR

VIRGINIA A. SMITH, CITY CLERK

Attachment: Exhibit "A" – Master Service Agreements with Environmental Control, Inc., All Daytona Septic Tank Service, Inc., and Brownie's Septic Tank Service, Inc.

Approved as to form and legality

William E. Reischmann, Jr., Esq.
City Attorney



City of PALM COAST

Administrative Services & Economic Development
Central Services Division

160 Lake Avenue
Palm Coast, FL 32164
386-986-3730

NOTICE OF INTENT TO AWARD

Project: ITB-UT-18-27 Wastewater Emergency Collection Services

Date: February 28, 2018

Appeal Deadline: Appeals must be Filed by 5:00 PM on March 3, 2018

Firm	Bid
Environmental Control Systems, Inc. Bunnell, FL	Multiple tanker sizes and rates. See spreadsheet below.
All Daytona Septic Tank Service, Inc. Holly Hill, FL	\$275.00 per hour (5,200 gallons)
Brownie's Septic and Plumbing Orlando, FL	Multiple tanker sizes and rates. See spreadsheet below.
Hinterland Group Cocoa, FL	Multiple tanker sizes and rates. See spreadsheet below.

The intent of the City of Palm Coast is to award ITB-UT-18-27 Wastewater Emergency Collection Services to:

1. Environmental Control Systems, Inc.
2. All Daytona Septic Tank Service, Inc.
3. Brownie's Septic and Plumbing

The award will cover all tanker sizes with corresponding hourly charges as submitted in the bid for the suppliers listed above.



BID ANALYSIS SPREADSHEET OUTLINING HOURLY CHARGE BY VARIED TANKER SIZES:

Bid Analysis							
ITB-UT-18-27 Wastewater Emergency Collection Services							
2/28/2018							
The contract will be awarded to one or more of the lowest qualified bidder/bidders based on cost per hour of operation.							
	Minimum Hours Charge	Hourly Rate for 4,200 gallon tanker	Hourly Rate for 4,600 gallon tanker	Hourly Rate for 5,000 gallon tanker	Hourly Rate for 5,200 gallon tanker	Hourly Rate for 6,000 gallon tanker	Hourly Rate for 7,000 gallon tanker
All Daytona Septic Tank Service, Inc.							
Minimum Charge Calculation	3				\$275.00		
Holy Hill, FL					\$825.00		
Brownies Septic and Plumbing		\$230.00	\$230.00	\$230.00	\$230.00		\$275.00
Minimum Charge Calculation	5	\$1,150.00	\$1,150.00	\$1,150.00	\$1,150.00		\$1,375.00
Orlando, FL							
Environmental Control Systems, Inc.		\$240.00				\$250.00	
Minimum Charge Calculation	1	\$240.00				\$250.00	
Bunnell, FL							
Hinterland Group		\$350.00	\$350.00	\$425.00	\$500.00	\$650.00	
Minimum Charge Calculation	5	\$1,750.00	\$1,750.00	\$2,125.00	\$2,500.00	\$3,250.00	
Cocoa, FL							

Bid protests arising under City Bidding Documents or Procedures shall be resolved under the City of Palm Coast Central Service Division's Bid Protest procedures.

A proposer may protest matters involving the award of this Bid within three (3) business days from the posting of this recommendation to award. Failure to protest to the City's Administrative Services and Economic Development Director, Beau Falgout (bfaigout@palmcoastgov.com) shall constitute a waiver of the protest proceedings.

Any decision of the Administrative Services and Economic Development Director may be appealed to the City Manager by filing a written appeal to the City Manager within seven (7) days of the Administrative Services and Economic Development Director's decision. Any decision of the City Manager may be appealed to the City Council by filing a written appeal to the City Clerk within seven (7) days of the City Manager's decision. The same procedures as above shall apply to contest the award of the contract.

**Cc: Contract Coordinator, Project Manager, ASED Director,
Department Director**

BID ANALYSIS SPREADSHEET OUTLINING HOURLY CHARGE BY VARIED TANKER SIZES:

Bid Analysis							
ITB-UT-18-27 Wastewater Emergency Collection Services							
2/28/2018							
The contract will be awarded to one or more of the lowest qualified bidder/bidders based on cost per hour of operation.							
	Minimum Hours Charge	Hourly Rate for 4,200 gallon tanker	Hourly Rate for 4,600 gallon tanker	Hourly Rate for 5,000 gallon tanker	Hourly Rate for 5,200 gallon tanker	Hourly Rate for 6,000 gallon tanker	Hourly Rate for 7,000 gallon tanker
All Daytona Septic Tank Service, Inc.					\$275.00		
Minimum Charge Calculation	3				\$825.00		
Holy Hill, FL							
Brownies Septic and Plumbing		\$230.00	\$230.00	\$230.00	\$230.00		\$275.00
Minimum Charge Calculation	5	\$1,150.00	\$1,150.00	\$1,150.00	\$1,150.00		\$1,375.00
Orlando, FL							
Environmental Control Systems, Inc.		\$240.00				\$250.00	
Minimum Charge Calculation	1	\$240.00				\$250.00	
Bunnell, FL							
Hinterland Group		\$350.00	\$350.00	\$425.00	\$500.00	\$650.00	
Minimum Charge Calculation	5	\$1,750.00	\$1,750.00	\$2,125.00	\$2,500.00	\$3,250.00	
Cocoa, FL							



ITB-UT-18-27 - Wastewater Emergency Collection Services

Project Overview

Project Details	
Reference ID	ITB-UT-18-27
Project Name	Wastewater Emergency Collection Services
Project Owner	Jesse Scott
Project Type	ITB
Department	Procurement
Budget	\$0.00 - \$0.00
Project Description	This Invitation to Bid is issued for the purpose of soliciting bids for a service agreement with a pricing schedule for Emergency Tank Trucking of the Wastewater Collection System.
Open Date	Feb 07, 2018 8:00 AM EST
Close Date	Feb 22, 2018 2:00 PM EST

Awarded Suppliers	Reason	Score
Brownies Septic & Plumbing		0 pts



Environmental Control Systems		0 pts
All Daytona Septic Tank Service, Inc		0 pts

Seal status

Requested Information	Unsealed on	Unsealed by
Forms 1-10 and A-D	Feb 22, 2018 2:00 PM EST	Jesse Scott
Pricing Form C-2	Feb 22, 2018 2:01 PM EST	Jesse Scott

Conflict of Interest

Declaration of Conflict of Interest You have been chosen as a Committee member for this Evaluation. Please read the following information on conflict of interest to see if you have any problem or potential problem in serving on this committee. ## Code of Conduct All information related to submissions received from Suppliers or Service Providers must be kept confidential by Committee members. ## Conflict of Interest No member of a Committee shall participate in the evaluation if that Committee member or any member of his or her immediate family: * has direct or indirect financial interest in the award of the contract to any proponent; * is currently employed by, or is a consultant to or under contract to a proponent; * is negotiating or has an arrangement concerning future employment or contracting with any proponent; or, * has an ownership interest in, or is an officer or director of, any proponent. Please sign below acknowledging that you have received and read this information. If you have a conflict or potential conflict, please indicate your conflict on this acknowledgment form with information regarding the conflict. I have read and understood the provisions related to the conflict of interest when serving on the Evaluation Committee. If any such conflict of interest arises during the Committee’s review of this project, I will immediately report it to the Purchasing Director.

Name	Date Signed	Has a Conflict of Interest?
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Danny Ashburn	Feb 23, 2018 7:03 AM EST	No
ralph hand	Feb 23, 2018 7:24 AM EST	No
Jesse Scott	Feb 22, 2018 2:02 PM EST	No



Project Criteria

Criteria	Points	Description
Forms 1-10 and A-D	Pass/Fail	Forms 1-10 and A-D completed and submitted as requested. All data points filled in with requested information. Legible.
Forms 1-10 and A-D	Pass/Fail	Technical Review for accuracy and information content.
Addenda	Pass/Fail	Signed and Dated
Pricing Spreadsheet C-2	0 pts	Summary of Cost
Total	0 pts	



Scoring Summary

Active Submissions

	Total	Forms 1-10 and A-D	Forms 1-10 and A-D	Addenda	Pricing Spreadsheet C-2
Supplier	/ 0 pts	Pass/Fail	Pass/Fail	Pass/Fail	/ 0 pts
Brownies Septic & Plumbing	0 pts	Pass	Pass	Pass	0 pts (\$1,150.00)
Environmental Control Systems	0 pts	Pass	Pass	Pass	0 pts (\$250)
Hinterland Group, Inc.	0 pts	Pass	Mixed	Pass	0 pts (\$2,500.00)
All Daytona Septic Tank Service, Inc	0 pts	Pass	Pass	Pass	0 pts (\$825)

City of Palm Coast, Florida Agenda Item

Agenda Date : 3/27/2018

Department	CITY CLERK	Amount
Item Key	3040	Account
		#
Subject	CALENDAR/WORKSHEET	
Background :		
Recommended Action :		



Meeting Calendar for 3/28/2018 through 4/30/2018

4/3/2018 10:00 AM

Animal Control Hearing
City Hall

4/3/2018 6:00 PM

City Council
City Hall

4/10/2018 9:00 AM

City Council Workshop
City Hall

4/11/2018 10:00 AM

Code Enforcement Board
City Hall

4/17/2018 9:00 AM

City Council
City Hall

4/18/2018 5:30 PM

Planning & Land Development Regulation Board
City Hall

4/24/2018 9:00 AM

City Council Workshop
City Hall

4/26/2018 5:00 PM

Beautification and Environmental Advisory Committee
City Hall

#	File #	Item	Title	Staff
			Business 4/3/2018	
1		Resolution	Concrete MPA	Abreu
2		Resolution	WW Tank Emergency Srvcs MPA	Adams
3		Presentation	FF Commendation	Beadle
4		Ordinance 1st	Floodplain Management	Bevan
5		Ordinance 1st	Bldgs and Bldg Regulation Technical Amendment	Bevan
6		Discussion	Shortlist Executive Search Firm	Council
7		Ordinance 2nd	Charter Amendments	Falgout
8		Ordinance 2nd	Palm Town Center MPD	Hoover
9		Resolution	ENGINEERING DESIGN AND CONSTRUCTION SERVICES - GENERATORS FOR 30 PUMP STATIONS	Kronenberg
10		Proclamation	Fair Housing Month	Lane
11		Proclamation	National Crime Victims Rights Week	Lane
12		Presentation	Citizen's Academy Graduation	Lane
13		Proclamation	Mayor's Water Challenge	Lane
14		Ordinance 2nd	Grand Landings MPD	Meehan
15		Ordinance 1st	Transportation Impact Fee	Papa
			Workshop 4/10/2018	
1		Resolution	Debris Disposal MPA	Abreu
2		Presentation	Annual Investment Presentation	Alves
3		Presentation	SAP Evaluation Workshop #2	Bevan
4		Presentation	10 year Capital Improvement forecast	Cote
5		Resolution	Pump Station D Improvements	Kronenberg
			Business 4/17/2018	
1		Resolution	Debris Disposal MPA	Abreu
2		Ordinance 2nd	Floodplain Management	Bevan
3		Ordinance 2nd	Bldgs and Bldg Regulation Technical Amendment	Bevan
4		Resolution	Pump Station D Improvements	Kronenberg
5		Presentation	Volunteer Recognition	Lane
6		Ordinance 2nd	Transportation Impact Fee	Papa
			Workshop 4/24/2018	
1		Presentation	Executive Search Firms	Council

2	Ordinance	Airport Area Overlay Master Plan	Meehan
		Business 5/1/2018	
1	Presentation	SAP Proposed Updates and Additional Priorities Adoption	Bevan
2	Discussion	Final Ranking Executive Search Firms	Council
3	Proclamation	Nurses Week	Lane
4	Proclamation	Employee Appreciation Month	Lane
5	Ordinance	Airport Area Overlay Master Plan	Meehan
6	Proclamation	Arbor Day	Mini
7	Presentation	Public Safety Update	Staly
		Workshop 5/8/2018	
1	Resolution	Contract Executive Search Firms	Council
		Business 5/15/2018	
1	Resolution	Contract Executive Search Firms	Council
2	Proclamation	Kids to Park Day	Lane
3	Ordinance	Airport Area Overlay Master Plan	Meehan
		Workshop 5/29/2018	
		Business 6/5/2018	
1	Presentation	Citizen's Academy Graduation	Lane
2	Proclamation	Fire	Lane
		Future	
1	Resolution	Master Plan SCADA Telemetry Standardization	Adams/Hogan
2	Resolution	Fixed Base Meter Reading	Adams/Zaleski
3	Resolution	Annual Fire Inspection Fees	Alves
4	Presentation	SAP Proposed Updates and Additional Priorities Adoption 5/1	Alves/Williams
5	Resolution	Presentation to City Council - Year to Date Budget Results 5/8	Alves/Williams
6	Presentation	Fund Accounting and Long Term Planning 5/29	Alves/Williams
7	Presentation	Property Tax and Other Revenue 6/12	Alves/Williams
8	Presentation	General Fund and TRIM Rate 7/10	Alves/Williams
9	Resolution	Proposed Millage Rate 7/17	Alves/Williams
10	Presentation	Proprietary and Special Revenue Funds 8/14	Alves/Williams
11	Resolution	Budget Workshop - Final Proposed Budget 8/28	Alves/Williams
12	Resolution	Permit compliance with NECGA (MOU and Conservation easement)	Bevan
13	Presentation	Annual Progress Report 3/13	Bevan

14	Resolution	Purchase/Installation Ozone Odor Control Unit WWTP #1	Blake
15	Resolution	Purchase/Installation Primary Clarifier Process Equipment WWTP #1	Blake
16	Resolution	Interlocal Mala Compra Storm Drain Project	Blake/Kronenberg
17	Presentation	Finalize 5 Year CIP 7/31	Cote
18	Resolution	Stormwater and Environmental Engineering Services WO	Cote/Peel
19	Resolution	Property Exchange NECGA	Falgout
20	Resolution	IA Flagler Schools Fire Truck Donation	Forte
21	Resolution	WWTP#1 Odor Control	Kronenberg
22	Presentation	Citizen's Academy Graduation-10/16	Lane
23	Ordinance 1st	Coastal Trace FLUM	Papa
24	Ordinance 1st	Coastal Trace Rezoning	Papa

City of Palm Coast, Florida Agenda Item

Agenda Date : 03/27/2018

Department CITY CLERK Item Key 3041	Amount Account #
Subject ATTACHMENTS TO MINUTES	
Background :	
Recommended Action :	

STRATEGIC ACTION PLAN IMPLEMENTATION OVERVIEW

Through the Leadership Intern Training Experience (L.I.T.E.), employees are provided a rare opportunity to work directly with the City Manager and other members of top management through a mentoring approach intended to develop additional capacity within the organization. In late 2011, three LITE teams were created and assigned the task of bridging a closer relationship with implementing City Council’s Vision with the Fiscal Budget and Performance Management processes. Each team had one or more representative(s) from each City Department to ensure a balanced approach that accurately reflected the needs of the organization. Five years later, the City of Palm Coast Strategic Action Plan process is a comprehensive and systematic approach to improving results through evidence-based decision-making, continuous organizational learning, and a focus on accountability for performance. Through this process, management and City Council now have numerous tools to recognize successes and immediately identify areas of concern. On a quarterly basis, each department and team is required to meet with the City Manager to review their year-to-date performance and budget status. If issues or concerns are identified, these meetings allow an opportunity to discuss changes to ensure performance expectations are met. It is important to note that activities elected to be tracked represent a small portion of the organizations overall operations.

Overview of Actions Taken Regarding City Council Priorities:

The following table inventories all Performance Measures associated with Approved Council Priorities. The following pages provide the performance detail, percent complete and directly funded budget amounts if applicable. Priorities that involved only staff time are noted as “Indirect Funding”. The performance management process was improved in 2014 to ensure all priorities are accurately measured and tracked.

Fiscal Year	Goal 1 #PMs	Goal 2 #PMs	Goal 3 #PMs	Goal 4 #PMs	Goal 5 #PMs	Goal 6 #PMs	Total #PMs	Percent Compete
2013-2014	2	12	2	3	2	5	26	100%
2014-2015	8	2	2	0	0	10	22	95%
2015-2016	4	6	3	0	5	1	19	93%
2016-2017	0	2	7	1	5	1	16	87%
2017-2018	4	12	1	1	4	1	23	Underway
Totals:	18	34	15	5	16	18	106	

SUMMARY:

In Fiscal Year 2012-2013, the Strategic Action Plan process was reformed. No formal action in this year. In Fiscal Year 2013-2014, Council refined direction and measures formed in August 2013; however, adopted budget did not incorporate associated costs because of SAP timeline.

The following are Council Priorities that are directly funded projects and currently underway:

- Engage an external consultant to conduct an evaluation of existing transportation impact fees and provide a presentation of findings to City Council
FY16 – FY18 Budget: \$71,200 Status: 80% complete*
- Develop continuous street lighting plan for major roads
FY18 Budget: \$110,000 Status: 95% complete*
- Conduct a feasibility study to determine the potential of expanding fiber infrastructure and revising the City’s business model through a private – public partnership
FY18 Budget: \$85,000 Status: 20% complete*

City Council Priorities – Strategic Action Plan Report Card

GOAL 1: EXPANSION

To anticipate the need for additional services and infrastructure to provide opportunities for mixed use development with goods, services and employment

1.1.1: PROJECTS TARGETED AS HIGHEST PRIORITY FOR REPLACEMENT SHALL BE EVALUATED FOR POTENTIAL UPGRADE OR ENHANCEMENT

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2014-2015	Evaluate maintenance and rehab process to maximize comprehensive approach	1.1.1.13.a	Provide City Council a presentation of existing swale maintenance & rehabilitation program	Indirect Funding	100%
2014-2015	PEP tanks - evaluate replacement factors and future demand	1.1.1.14.a	Provide City Council a presentation of existing program	Indirect Funding	100%
2014-2015	Florida Park Drive	1.1.1.15.a	Continue speeding enforcement efforts and monitor traffic levels of Florida Park Drive	Indirect Funding	100%
2015-2016		1.1.1.15.a	Engage an external consultant to identify options through a traffic engineering study to address traffic issues on Florida Park Drive	Indirect Funding	100%
2017-2018	Develop a comprehensive public policy to address failing sea walls	1.1.1.16.a	Research and provide presentation of findings for a Special Assessment District for saltwater canal dredging and seawall repair options	Indirect Funding	10%

1.2.1: MAINTAIN AN INVENTORY OF THE CONDITION AND PRIORITY RATING OF INFRASTRUCTURE PROJECTS

2017-2018	Ensure that all infrastructure is a priority regarding maintenance and performance	1.2.1.8	Ensure that all infrastructure is a priority regarding maintenance and performance (Approach updated per City Council Direction; Affects 18 Performance Measures)	Indirect Funding	53%
2014-2015	County Road maintenance - coordinate with Flagler County on status of County roads within City limits	1.2.1.15.a	Identify and inventory all rights of way and major public infrastructure networks within the city limits.	Indirect Funding	100%
2014-2015		1.2.1.15.b	Coordinate and develop agreements with other agencies on responsibilities for maintenance of all major public infrastructure networks and rights of way within the city limits.	Indirect Funding	100%
2014-2015		1.2.1.15.c	Identify and inventory master plan developments and public infrastructure responsibility	Indirect Funding	100%

1.2.2: COORDINATE FACILITY CAPACITY UPGRADES TO MEET THE CITY'S GROWTH NEEDS APPROPRIATELY

2014-2015	Continue to ensure capacity is consistent with growth needs	1.2.2.7.a	Complete annual capacity analysis for water and wastewater. Existing PM before Council Priority	Indirect Funding	100%
2015-2016		1.2.2.7.b	Evaluate brackish water for Consumptive Use Permit (CUP)	\$365,519	100%

City Council Priorities – Strategic Action Plan Report Card

GOAL 1: EXPANSION (CONTINUED)

To anticipate the need for additional services and infrastructure to provide opportunities for mixed use development with goods, services and employment

1.2.2: COORDINATE FACILITY CAPACITY UPGRADES TO MEET THE CITY'S GROWTH NEEDS APPROPRIATELY (CONTINUED)

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2015-2016	Update the transportation impact fee study	1.2.2.22.a	Engage an external consultant to conduct an evaluation of existing transportation impact fees and provide a presentation of findings to City Council	\$71,200	80%

1.2.3: KEEPING OLDER NEIGHBORHOODS ATTRACTIVE AND RELEVANT

2017-2018	Maintain Median Beautification program	1.2.3.14.g	Perform quarterly inspection to ensure that median areas are maintained to a high standard	Indirect Funding	100%
2014-2015	Evaluate options for noise barrier along Royal Palms Parkway from US1 to Belle Terre	1.2.3.15.a	Prepare a concept plan for a natural (plant) noise buffer along Royal Palms Parkway from US 1 to Belle Terre in order to buffer the rear of the single-family homes from the Parkway	Indirect Funding	100%
2017-2018	Identify and evaluate strategies to promote infill development within original ITT Comprehensive Land Use Plan (CLUP) area	1.2.3.16.a	Draft white paper identifying and evaluating strategies to promote infill development	Intern	100%
2017-2018	Investigate the viability of implementing a maintenance program for vacant lot frontages	1.2.3.19.a	Investigate the viability of implementing a maintenance program for vacant lot frontages	Indirect Funding	0%

City Council Priorities – Strategic Action Plan Report Card

GOAL 2: ECONOMIC

To develop and maintain a strong economy by supporting the growth and development of new and existing businesses while creating an environment to attract new companies that align with our values

2.1.1: INVENTORY PROGRESS TO DATE AND UPDATE PROJECTS AND PROGRAMS

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2015-2016	Gain a better understanding of economic development efforts through a presentation from Flagler County Department of Economic Opportunity	2.1.1.8.f	Request a presentation from Flagler County Department of Economic Opportunity to highlight economic development efforts	Indirect Funding	100%
2014-2015	Evaluate other approaches of promoting FiberNET	2.1.1.9.a	Create L.I.T.E. Team to evaluate and target FiberNET opportunities to promote	Indirect Funding	100%
2014-2015	Promote existing Business Districts throughout the City	2.1.1.11.b	Implement promotion of Business Districts based on wayfinding signage plan	Indirect Funding	0%
2015-2016	Facilitate a group discussion with property owners along Hargrove Grade to determine interest and feasibility of master planning stormwater facilities	2.1.1.12.a	Solicit feedback from existing businesses and property owners along Hargrove Grade to determine interest and feasibility of master planning stormwater facilities	Indirect Funding	100%
2015-2016	Gain a better understanding of public transportation services and public need through a presentation from Flagler County Transportation Services	2.1.1.13.a	Request a presentation from Flagler County to discuss the existing and potential public transportation services	Indirect Funding	100%

2.1.2: ENCOURAGE INVESTMENT IN OUR DOWNTOWN AND TARGETED AREAS

2017-2018	Evaluate and refine vision for Downtown	2.1.2.1.a	Update CRA Plan to evaluate and refine vision for Downton	Indirect Funding	0%
2017-2018	Develop strategies to encourage investment in our Downtown	2.1.2.2.a	Update CRA Plan to include economic development strategies to diversity economy	Indirect Funding	0%

2.1.3: FOSTER HIGH TECH COMPANIES AND TALENT TO GROW IN PALM COAST

2015-2016	Gain a better understanding of economic development efforts through a presentation from Flagler County Department of Economic Opportunity	2.1.1.8.f	Request a presentation from Flagler County Department of Economic Opportunity to highlight economic development efforts	Indirect Funding	100%
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2.1.4: IDENTIFY OPPORTUNITIES TO EXPAND FIBER TECHNOLOGY TO STIMULATE ECONOMIC ACTIVITY

2017-2018	Evaluate fiber initiative with the University of Florida Whitney Lab facilities to determine mutually beneficial opportunities	2.1.4.1.a	Evaluate fiber initiative with the University of Florida Whitney Lab facilities to determine mutually beneficial opportunities	Indirect Funding	0%
2017-2018	Determine feasibility of partnering with Central Florida High-Tech Corridor	2.1.4.2.a	Request presentation from Central Florida High-Tech Corridor of partnering opportunities	Indirect Funding	0%
2017-2018	Evaluate opportunities to incorporate fiber technology into major City infrastructure improvements	2.1.4.3.a	Evaluate opportunities to incorporate fiber technology into major City infrastructure improvements	Indirect Funding	60%

City Council Priorities – Strategic Action Plan Report Card

GOAL 2: ECONOMIC (CONTINUED)

To develop and maintain a strong economy by supporting the growth and development of new and existing businesses while creating an environment to attract new companies that align with our values

2.1.4: IDENTIFY OPPORTUNITIES TO EXPAND FIBER TECHNOLOGY TO STIMULATE ECONOMIC ACTIVITY (CONTINUED)

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2017-2018	Conduct a feasibility study to determine the potential of expanding fiber infrastructure and revising the City’s business model through a private – public partnership	2.1.4.4.a	Conduct a feasibility study to determine the potential of expanding fiber infrastructure and revising the City’s business model through a private – public partnership	\$85,000	20%
2017-2018	Request feedback from local technology companies to better identify marketing strategies	2.1.4.5.a	Interview local technology companies to better identify marketing strategies	Indirect Funding	50%
2017-2018	Expansion of FiberNET	2.1.4.6.a	Develop a marketing plan and implement quantifiable contacts	Indirect Funding	50%
2017-2018		2.1.4.6.b	Develop a recruit strategy for additional ISPs and implement that strategy	Indirect Funding	50%
2017-2018		2.1.4.6.c	Solicit bid for FiberNET maintenance and installations	Indirect Funding	20%
2017-2018		2.1.4.7.a	Evaluate other approaches of promoting FiberNET and present recommendations to the City Manager.	Indirect Funding	50%

2.2.2: DEVELOP A CAMPAIGN TO HIGHLIGHT THE CITY’S ECONOMIC STRENGTHS AND OPPORTUNITIES

2017-2018	Educate our citizens on the value of “Shop Local” and doing business in Palm Coast	2.2.2.13.a	Identify ways to educate our citizens to shop local	Indirect Funding	25%
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2.3.1: DEVELOP A BRANDING STRATEGY WHICH SUPPORTS STRENGTHS OF THE SBDC/BAC PARTNERSHIP AND RESOURCES AND PROGRAMS AVAILABLE

2016-2017	Become a destination for high tech startups and create an environment that foster high tech companies	2.3.1.2.a	Identify gaps and opportunities to foster high tech startups	Intern	100%
2016-2017		2.3.1.2.b	Explore organizations/trade shows/ where high tech startup network to determine opportunities	Intern	100%

City Council Priorities – Strategic Action Plan Report Card

GOAL 2: ECONOMIC (CONTINUED)

To develop and maintain a strong economy by supporting the growth and development of new and existing businesses while creating an environment to attract new companies that align with our values

2.3.4: TO STRENGTHEN THE BAC PARTNER EFFORT IN ORDER TO PROVIDE A UNIFIED APPROACH TO HELPING EXISTING FLAGLER COUNTY BUSINESSES

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2015-2016	Involve Business Assistance Center (BAC) staff in the review of private economic development projects to identify issues and develop solutions in collaboration with owners, consultants, end-users, and City staff	2.3.4.9.a	Report quarterly on issues and solutions developed in collaboration with BAC, owners, consultants and end-users	Indirect Funding	100%
2015-2016	Evaluate existing focus of the BAC	2.3.4.10.a	Provide City Council a presentation of BAC activities and focus for next fiscal year	Indirect Funding	100%

GOAL 3: FINANCIAL

To leverage our financial strengths while ensuring the City remains committed to fiscal responsibility in delivering value-added services to residents and businesses

3.1.1: DIVERSIFY OUR REVENUE SOURCES

2017-2018	During the capital improvement project planning process, target grant opportunities that can offset capital improvement cost	3.2.1.7.b	Conduct grant evaluation and track results quarterly for possible grant funded capital projects	Indirect Funding	100%
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3.2.1: REVIEW EXISTING OPERATIONAL PROCEDURES AND POLICIES

2015-2016	Evaluate potential to enhance technology services for improving efficiency of permitting system (self-serve kiosks, automating inspection alerts, online permitting, etc.)	3.2.1.7.b	With a focus on technology, evaluate and identify processes that can be enhanced to improve efficiency and customer convenience	Indirect Funding	100%
2016-2017	Explore methods to better align resources to ensure efficient delivery of services	3.2.1.30.a	Inventory and evaluate duplication of fire services between other applicable agencies and present findings to City Council	Indirect Funding	100%
2016-2017		3.2.1.30.b	Coordinate with Flagler County on the use of EMS resources	Indirect Funding	100%
2016-2017		3.2.1.30.c	Track and report quarterly on fire and emergency services "Calls for Response" on all responses 0-5 minutes, 6-8 minutes and any response times over 8 minutes	Indirect Funding	100%

City Council Priorities – Strategic Action Plan Report Card

GOAL 3: FINANCIAL (CONTINUED)

To leverage our financial strengths while ensuring the City remains committed to fiscal responsibility in delivering value-added services to residents and businesses

3.2.1: EVALUATE CURRENT TECHNOLOGICAL OPPORTUNITIES TO REDUCE OPERATIONAL COST (CONTINUED)

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2015-2016	Explore methods to better align resources to ensure efficient delivery of services	3.2.1.30.d	Create a tracking mechanism for all call response times 6 minutes or more as to the delay in response to include "Out of COPC District for Emergency Calls," "Out of Zone for emergency calls," "Unavailable / Call in zone," "Fire Training in zone," "Fire training out of zone"	Indirect Funding	100%
2015-2016		3.2.1.30.e	Develop an Action Plan to minimize any identified duplication of services	Indirect Funding	100%

3.2.2: EVALUATE CURRENT TECHNOLOGICAL OPPORTUNITIES TO REDUCE OPERATIONAL COST

2014-2015	Evaluate Disaster Reserve Fund Policy	3.2.2.8.a	Evaluate current disaster reserve fund policy and how it compares to other cities and report findings to the City Manager.	Indirect Funding	100%
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3.2.3: CONTINUE AND ENHANCE UNIQUE VOLUNTEER OPPORTUNITIES THAT OFFSET OPERATIONAL SERVICE AND ENHANCE INVESTMENT IN THE COMMUNITY

2016-2017	Identify methods of encouraging participation	3.2.3.7.a	Inventory existing opportunities for the use of volunteers	Indirect Funding	100%
2016-2017		3.2.3.7.b	Develop a program that targets volunteers to supplement City staff	Indirect Funding	100%
2016-2017		3.2.3.7.c	Identify methods of encouraging volunteer participation in City operations	Indirect Funding	100%
2016-2017		3.2.3.7.d	Inventory volunteer utilization	Indirect Funding	0%

3.2.4: SEEK IN-HOUSE ALTERNATIVE TO EXTERNAL SERVICES WHILE MAINTAINING HIGH-QUALITY SERVICES

2014-2015	Evaluate cost/benefit of staffing levels and alternatives	3.2.4.12.a	Evaluate cost/benefit of staffing levels in fleet maintenance verse contract services	Indirect Funding	100%
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City Council Priorities – Strategic Action Plan Report Card

GOAL 4: ENVIRONMENTAL

To blend our residential and commercial properties with our “City of Parks and Trails” image to create a sustainable framework of visual appeal while caring for our land, water, air, and wildlife

4.2.2: TO EVALUATE THE EVOLUTION OF CITY OF PALM COAST RECREATION AND PARKS FACILITIES MASTER PLAN PROJECTS

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2017-2018	Construct the Forest Branch Path from Old Kings Road to safely connect to Matanzas Woods Parkway	4.2.2.6.a	Construct the Forest Branch Path from Old Kings Road to safely connect to Matanzas Woods Parkway	\$173,000	100%

4.3.4: IMPLEMENT CITY-WIDE ENERGY SAVINGS PROGRAM

2016-2017	Complete energy enhancements based on energy audit findings	4.3.4.1.b	Provide a presentation to City Council reporting on Alternative Energy strategies and results	Indirect Funding	100%
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GOAL 5: QUALITY OF LIFE

To ensure a safe community for our citizens and visitors while affordable, and enjoyable options for cultural, educational, recreational, and leisure-time events

5.1.2: PROMOTE THE VARIETY OF LOCAL LEISURE AND RECREATIONAL ACTIVITIES

2015-2016	Evaluate Senior Programs and Teenager activities	5.1.2.16.a	Provide a presentation to City Council the current and targeted programs for seniors and youth	Indirect Funding	100%
2017-2018	Revisit the Parks and Recreation and Parks Facilities Master Plan	5.1.2.20.a	Update the Recreation and Parks Facilities Master Plan	Indirect Funding	95%
2017-2018	Evaluate and attract special events that have a positive community and economic impact	5.1.2.21.a	Evaluate options to attract special events that have a positive community and economic impact	Indirect Funding	50%
2017-2018	Study the feasibility of developing a Palm Coast App to promote our amenities and events	5.1.2.22.a	Research apps that promote amenities and events for cities beyond Palm Coast and study the feasibility of whether any of those apps would be appropriate for Palm Coast to promote amenities and events	Indirect Funding	25%

5.2.1: IDENTIFY ENHANCEMENTS WITHIN PARK FACILITIES TO REDUCE HAZARDS

2016-2017	Evaluate existing parks for safety enhancements (for example sun shades)	5.2.1.5.b	Install shade sails at designated parks according to recommendations by the Parks Team	\$ 411,000	100%
2016-2017	Funding for Belle Terre safety improvements to be incorporated into CIP	5.2.1.6.a	Incorporate funding for Belle Terre safety improvements into CIP	Indirect Funding	100%

City Council Priorities – Strategic Action Plan Report Card

GOAL 5: QUALITY OF LIFE (CONTINUED)

To ensure a safe community for our citizens and visitors while affordable, and enjoyable options for cultural, educational, recreational, and leisure-time events

5.2.2: CONTINUE TO ENHANCE SAFETY IMPROVEMENTS AT INTERSECTIONS AND ALONG ROADWAYS

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2015-2016	Evaluate and implement safety improvement options for intersections and roadways	5.2.2.9.a	Evaluate Seminole Woods Blvd intersections for potential safety improvements	Indirect Funding	100%
2016-2017		5.2.2.9.i	Whiteview safety path and beautification and safety improvement design	\$1,665,000	5%
2016-2017		5.2.2.9.j	Belle Terre Corridor intersection safety design and construction	\$345,000	30%
2017-2018		5.2.2.9.j	Belle Terre – State Road 100 turn lane	\$395,000	See above
2017-2018		5.2.2.9.u	Complete construction of US 1 left turn lane at Wellfield Grade	Combined with Belle Terre – SR 100 turn lane budget	5%
2015-2016	Expand police presence in neighborhoods	5.2.2.10.a	Request a presentation on efforts to improve safety within neighborhoods from Flagler County Sheriff	Indirect Funding	100%
2017-2018		5.2.2.10.a	Provide a presentation from the Flagler County Sheriff's Office that details statistics and frequency of crimes and how it is being addressed	Indirect Funding	100%
2016-2017	Develop continuous street lighting plan for major roads	5.2.2.11.a	Develop a continuous street lighting plan for major roads	\$110,000	95%

5.2.4: ISO STANDARD IMPROVEMENT THROUGHOUT THE ORGANIZATION

2016-2017	Develop a plan for emergency communication upgrades in consultation with Flagler County and other partners	5.2.4.4.a	Develop a plan for emergency communication upgrades in consultation with Flagler County and other partners	Indirect Funding	50%
2016-2017		5.2.4.4.b	Work with County Technology Team on emergency communications to identify solutions for areas with poor or no reception	Indirect Funding	50%

5.3.1: SHARE RESOURCES BETWEEN ORGANIZATIONS TO BROADEN CITIZEN EXPERIENCES

2015-2016	Evaluate safety measures for transportation of students to school (bike/walk/bus stops)	5.3.1.5.d	Coordinate with Flagler Schools to integrate school bus stops with our bench master plan	Indirect Funding	100%
2017-2018		5.3.1.5.c	Present an update on the implementation of the bus-stop safety plan	Indirect Funding	0%

City Council Priorities – Strategic Action Plan Report Card

GOAL 6: WORKFORCE TALENT

To develop and implement a comprehensive plan to improve City employee skills and performance through education and training; performance management; and personal development opportunities

6.1.2: ASSESS PAY RATES AND BENEFITS TO REMAIN COMPETITIVE WITH MARKET

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2014-2015	Link performance measures to employee evaluation and merit pay	6.1.2.1.a	Establish Evaluation Team with emphasis on department representation	Indirect Funding	100%
2014-2015		6.1.2.1.b	Develop employee evaluation process linked to performance measures	Indirect Funding	100%
2014-2015	Monitor retention and cause of turn-over	6.1.2.2.a	Create an inventory of factors expressed during exit interview process	Indirect Funding	100%

6.1.3: DEVELOP AN EMPLOYEE MOTIVATION AND REWARD PROGRAM

2014-2015	Perform a City-wide survey to identify employee needs that assist with motivation targets	6.1.3.3.a	Return a 75% response rate for all City wide surveys conducted	Indirect Funding	100%
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6.3.1: ESTABLISH A PROGRAM THAT SOLICITS CUSTOMER FEEDBACK AND ENSURE FOLLOW-UP CONSULTATION

2014-2015	Track complaints and compliments throughout the organization	6.3.1.2.a	Analyze current complaint management process and allocation of staff resources to address common complaint areas	Indirect Funding	100%
2014-2015		6.3.1.2.b	Develop customer survey program	Indirect Funding	100%
2015-2016		6.3.1.2.b	Expand customer survey program to solicit feedback on matters unique to Palm Coast	Indirect Funding	100%

6.3.2: DEVELOP A REACH-OUT INITIATIVE TO ENHANCE COMMUNITY AWARENESS OF CITY SERVICES

2014-2015	Enhance communication with our citizens regarding swale system and capital improvements	6.3.2.2.a	Develop communication program for swale system/maintenance	Indirect Funding	100%
2014-2015		6.3.2.2.b	Develop communication program for annual capital improvement program	Indirect Funding	100%
2016-2017	Enhance communication with our citizens	6.3.2.2.g	Create a virtual Citizens Academy program that supplements existing Citizens Academy Program	Intern	100%
2017-2018		6.3.2.2.j	Investigate options to install and maintain informational kiosks at local high volume shopping locations	Indirect Funding	0%

City Council Priorities – Strategic Action Plan Report Card

GOAL 6: WORKFORCE TALENT (CONTINUED)

To develop and implement a comprehensive plan to improve City employee skills and performance through education and training; performance management; and personal development opportunities

6.4.1: SEEK AND SOLICIT STUDENT INTERNSHIP OPPORTUNITIES WITH EDUCATIONAL INSTITUTIONS

Fiscal Year	City Council Direction	Measure #	Action: Measurement Language	Budget	Status
2014-2015	Report on benefits of an internship program with the COPC and regional educational institutions	6.4.1.1.a	HR will meet with different departments to look at each department needs for interns and their application to City operations.	Indirect Funding	100%
2014-2015	Implement targeted internship opportunities	6.4.1.1.b	Implement targeted internship opportunities	Indirect Funding	100%

2018 Strategic Action Plan Evaluation Results



CITY COUNCIL WORKSHOP #1 – MARCH 27, 2018

Where we are:

- Council interviews conducted
- Goal is to establish SAP Priorities for potential adoption



Evaluation Process

- Conducted annually to revisit process and progress.
- City Council provided a “Leadership Guide” (Tool box).
 - Strategic Action Plan Journal
 - Citizen Survey Trend Analysis
 - Fiscal Year 2018 (FY18) Budget Letter
 - Approved FY18 CIP Budget
 - FY16 through FY18 Council Priorities’ Performance Measures



SAP Report Card – City Council Priorities

Fiscal Year	Goal 1 #PMs	Goal 2 #PMs	Goal 3 #PMs	Goal 4 #PMs	Goal 5 #PMs	Goal 6 #PMs	Total #PMs	Percent Compete
2013-2014	2	12	2	3	2	5	26	100%
2014-2015	8	2	2	0	0	10	22	95%
2015-2016	4	6	3	0	5	1	19	93%
2016-2017	0	2	7	1	5	1	16	87%
2017-2018	4	12	1	1	4	1	23	Underway
Totals:	18	34	15	5	16	18	106	

Directly Funded Council Priorities Currently Underway

	Budget	% Complete
Engage an external consultant to conduct an evaluation of existing transportation impact fees and provide a presentation of findings to City Council	\$71,200	80%
Develop continuous street lighting plan for major roads	\$110,000	95%
Conduct a feasibility study to determine the potential of expanding fiber infrastructure and revising the City's business model through a private – public partnership	\$85,000	20%

Organizing Council Feedback

Staff evaluates Strategies and budget implications.

Draft Approaches may be developed based on feedback.

Special attention to be given to “NEW”

~Structure of Upcoming Slides ~

Goal provided in full

New	Existing	Strategy	Point of Interest	Budget Consideration	Status
		1.2.2.	★ Review and pursue....		Pending CC Action

★ Indicates that two or more Council members referenced this topic

Goal 1: Expansion

To anticipate the need for additional services and infrastructure opportunities for mixed use development with goods, services, and employment

New	Existing	Strategy	Point of Interest	Budget Consideration	Status
	X	1.1.1	Emphasize importance of maintaining existing infrastructure (maintain water, sewer, drainage, roads, etc.) – Pay as You Go	X	Prev. Action by CC
	X	1.1.1	Expedite I-95 Matanzas Interchange traffic signal installation	X	Pending CC Action
	X	1.1.1	Remove Whiteview improvement project to fund I-95 Matanzas Interchange traffic signal installation	X	Pending CC Action

Goal 1: Expansion (Continued)

To anticipate the need for additional services and infrastructure opportunities for mixed use development with goods, services, and employment

New	Existing	Strategy	Point of Interest	Budget Consideration	Status
	X	1.2.2	Evaluate additional equipment to accommodate adaptive traffic light control system	X	Underway
X	X	1.2.2	Evaluate costs and capacity needs for rolling data storage for traffic monitoring cameras and park cameras	X	Pending CC Action
X		1.2.3	Ensure stronger focus on older neighborhoods – Florida Park Drive beautification and maintenance	X	Pending CC Action

Goal 2: Economic

To develop and maintain a strong economy by supporting the growth and development of new and existing businesses while creating an environment to attract new companies that align with our values

New	Existing	Strategy	Point of Interest	Budget Consideration	Status
X		2.1.2	Create a stakeholders group to create a new Vision for Town Center through a strategic approach		Pending CC Action
X		2.1.2	Create a dedicated funding mechanism to support events and programs in pursuit of innovation in Town Center. Utilize stakeholders to create funding program framework	X	Pending CC Action

Goal 2: Economic (Continued)

To develop and maintain a strong economy by supporting the growth and development of new and existing businesses while creating an environment to attract new companies that align with our values

New	Existing	Strategy	Point of Interest	Budget Consideration	Status
	X	2.12	Vision shall focus on Town Center being a multi-generational development that includes residential, entertainment, and office space that targets young professionals that does not focus on a retail component		Underway
	X	2.1.4	Identify the potential infrastructure enhancements needed to ensure the City is prepared for technology enhancements (i.e. fiber, autonomous vehicles, etc.)		Underway

Goal 2: Economic (Continued)

To develop and maintain a strong economy by supporting the growth and development of new and existing businesses while creating an environment to attract new companies that align with our values

New	Existing	Strategy	Point of Interest	Budget Consideration	Status
	X	2.1.4	Evaluate existing contracts with private companies to backhaul City Fiber		Underway
	X	2.1.4	Encourage expansion of City Fiber through a dig once ordinance to install fiber conduit with infrastructure improvements		Underway
X		2.1.4	Require that new construction incorporate a committed fiber port through building code regulations		Pending CC Action
	X	2.2.2	Encourage shopping local by encouraging businesses to advertise the impact shopping local has on them (signs)		Underway

Goal 3: Financial

To leverage our financial strengths while ensuring the City remains committed to fiscal responsibility in delivering value-added services to residents and businesses

New	Existing	Strategy	Point of Interest	Budget Consideration	Status
X		3.2.2	Develop a robust citizen engagement platform and ensure that cost-benefit analysis includes ongoing maintenance of the system	X	Pending CC Action
	X	3.2.2	Upgrade wireless metering to next level through communications via a fiber hub approach to provide real time usage monitoring	X	Underway
X		3.2.2	Evaluate opportunities to improve public facing “public records” search capabilities	X	Pending CC Action

Goal 3: Financial (Continued)

To leverage our financial strengths while ensuring the City remains committed to fiscal responsibility in delivering value-added services to residents and businesses

New	Existing	Strategy	Point of Interest	Budget Consideration	Status
X		3.2.2	Harden communications (phone/internet service) at City Hall and other City facilities to ensure continuum of services	X	Pending CC Action

Goal 5: Quality of Life

To ensure a safe community for our citizens and visitors by providing affordable, and enjoyable options for cultural, educational, recreational, and leisure-time events

New	Existing	Strategy	Point of Interest	Budget Consideration	Status
X		5.1.2	★ Incorporate a future multi-purpose Community Center in the southern extent of the City into the long-range plan. Ensure a senior services component that does not duplicate services	X	Pending CC Action
X		5.1.2	★ Pursue a comprehensive approach to expanding the Tennis Center project area for an indoor multi-use community recreation center. Utilize Town Center Vision stakeholders to identify potential	X	Pending CC Action

Goal 5: Quality of Life (Continued)

To ensure a safe community for our citizens and visitors by providing affordable, and enjoyable options for cultural, educational, recreational, and leisure-time events

New	Existing	Strategy	Point of Interest	Budget Consideration	Status
X		5.1.2	Incorporate a premier level aquatic park into the Town Center area and develop a partnership with an outside agency to operate it	X	Pending CC Action
X		5.1.2	Incorporate a park similar to Holland Park into the Town Center area	X	Pending CC Action
X		5.1.2	Provide a dedicated facility focused on teen programs (mentoring, activities, programs, career planning, etc.)	X	Pending CC Action

Goal 5: Quality of Life (Continued)

To ensure a safe community for our citizens and visitors by providing affordable, and enjoyable options for cultural, educational, recreational, and leisure-time events

New	Existing	Strategy	Point of Interest	Budget Consideration	Status
	X	5.2.1	Provide an inventory of park camera locations and extent of viewable area to determine if additional cameras are necessary		Previous CC Action
	X	5.2.2	Complete continuous street lighting plan	X	Previous CC Action
	X	5.2.2	Complete Lakeview street lighting and path improvements	X	Previous CC Action

Goal 5: Quality of Life (Continued)

To ensure a safe community for our citizens and visitors by providing affordable, and enjoyable options for cultural, educational, recreational, and leisure-time events

New	Existing	Strategy	Point of Interest	Budget Consideration	Status
X		5.2.2	Request Florida Power and Light to provide a presentation to City Council to discuss the feasibility of underground utility retrofits and mounting of equipment on utility poles		Pending CC Action

Goal 6: Workforce Talent

To develop and implement a comprehensive plan to improve City employee skills and performance through education and training; performance management; and personal development opportunities

New	Existing	Strategy	Point of Interest	Budget Consideration	Status
	X	6.1.1	Ensure proper succession planning for top management		Underway
	X	6.3.1	Improve communication regarding solid waste services and issue resolution		Underway

Next Steps

- Staff will consolidate today's feedback in preparation of next SAP Evaluation Workshop
- April 10, 2018 – SAP Evaluation Workshop #2



Questions???



2018

STRATEGIC ACTION PLAN EVALUATION

CITY COUNCIL MEMBERS' FEEDBACK

The Strategic Action Plan (SAP) Team member(s) conducted an interview session with each Council Member to discuss existing Council Priorities, Fiscal Year 2018 Capital Improvement Projects, and direction for the next the Fiscal Year and beyond. The collected feedback was consolidated and then cross-referenced with Objectives and Strategies to determine consistency with the Strategic Action Plan.

GOAL 1: EXPANSION

To anticipate the need for additional services and infrastructure to provide opportunities for mixed use development with goods, services, and employment.

OBJECTIVE 1.1: TO ENHANCE INFRASTRUCTURE IN ORDER TO MAINTAIN QUALITY NEIGHBORHOODS AND BUSINESS DISTRICTS

STRATEGY 1.1.1: PROJECTS TARGETED AS HIGHEST PRIORITY FOR REPLACEMENT SHALL BE EVALUATED FOR POTENTIAL UPGRADE AND ENHANCEMENT

- Emphasize importance of maintaining existing infrastructure (maintain water, sewer, drainage, roads, etc.) – Pay as You Go
- Expedite I-95 Matanzas Interchange traffic signal installation
- Remove Whiteview improvement project to fund I-95 Matanzas Interchange traffic signal installation

OBJECTIVE 1.2: TO ASSESS THE NEED TO EXPAND INFRASTRUCTURE FOR SUSTAINABLE GROWTH

STRATEGY 1.2.2: COORDINATE FACILITY CAPACITY UPGRADES TO MEET THE CITY'S GROWTH NEEDS APPROPRIATELY

- Evaluate additional equipment to accommodate adaptive traffic light control system
- Evaluate costs and capacity needs for rolling data storage for traffic monitoring cameras and park cameras

STRATEGY 1.2.3: KEEPING OLDER NEIGHBORHOODS ATTRACTIVE AND RELEVANT

- Ensure stronger focus on older neighborhoods – Florida Park Drive beautification and maintenance

GOAL 2: ECONOMIC

To develop and maintain a strong economy by supporting the growth and development of new and existing businesses while creating an environment to attract new companies that align with our values

OBJECTIVE 2.1: CAPITALIZE ON THE SUCCESS OF PROSPERITY 2021, WHILE FOCUSING ON NEW STRATEGIES TO IMPROVE ECONOMIC GROWTH, DIVERSIFY OUR ECONOMY, AND ATTRACT AND RETAIN SKILLED COMMUNITY WORKFORCE TALENT

STRATEGY 2.1.2: ENCOURAGE INVESTMENT IN OUR DOWNTOWN AND TARGETED AREAS

- Create a stakeholders group to create a new Vision for Town Center through a strategic approach
- Create a dedicated funding mechanism to support events and programs in pursuit of innovation in Town Center. Utilize stakeholders to create funding program framework
- Vision shall focus on Town Center being a multi-generational development that includes residential, entertainment, and office space that targets young professionals that does not focus on a retail component

STRATEGY 2.1.4: IDENTIFY OPPORTUNITIES TO EXPAND FIBER TECHNOLOGY TO STIMULATE ECONOMIC ACTIVITY.

- Identify the potential infrastructure enhancements needed to ensure the City is prepared for technology enhancements (i.e. fiber, autonomous vehicles, etc.)
- Evaluate existing contracts with private companies to backhaul City Fiber
- Encourage expansion of City Fiber through a dig once ordinance to install fiber conduit with infrastructure improvements
- Require that new construction incorporate a committed fiber port through building code regulations

OBJECTIVE 2.2: TO DEVELOP A "BRANDING AND MARKETING STRATEGY" AND ESTABLISH CRITERIA TO MEASURE SUCCESS

STRATEGY 2.2.2: DEVELOP A CAMPAIGN TO HIGHLIGHT THE CITY'S ECONOMIC STRENGTHS AND OPPORTUNITIES

- Encourage shopping local by encouraging businesses to advertise the impact shopping local has on them (signs)

GOAL 3: FINANCIAL

To leverage our financial strengths while ensuring the City remains committed to fiscal responsibility in delivering value-added services to residents and businesses

OBJECTIVE 3.2: INCREASE EFFICIENCY THROUGH ENHANCE OPERATIONS AND TECHNOLOGICAL ADVANCEMENTS

STRATEGY 3.2.2: EVALUATE CURRENT TECHNOLOGICAL OPPORTUNITIES TO REDUCE OPERATIONAL COST

- Develop a robust citizen engagement platform and ensure that cost-benefit analysis includes ongoing maintenance of the system
- Upgrade wireless metering to next level through communications via a fiber hub approach to provide real time usage monitoring
- Evaluate opportunities to improve public facing “public records” search capabilities
- Harden communications (phone/internet service) at City Hall and other City Facilities to ensure continuum of services

GOAL 4: ENVIRONMENTAL

To blend our residential and commercial properties with our “City of Parks and Trails” image to create a sustainable framework of visual appeal while caring for our land, water, air, and wildlife

- N/A

GOAL 5: QUALITY OF LIFE

To ensure a safe community for our citizens and visitors while providing affordable, and enjoyable options for cultural, educational, recreational and leisure-time events

OBJECTIVE 5.1: ENHANCE COMMUNITY AND VISITORS' RECREATIONAL OPPORTUNITIES AND EXPERIENCES AT COMMUNITY EVENTS

STRATEGY 5.1.2: PROMOTE THE VARIETY OF LOCAL LEISURE AND RECREATIONAL ACTIVITIES

- Incorporate a future multi-purpose Community Center in the southern extent of the City into the long-range plan. Ensure a senior services component that does not duplicate services
- Pursue a comprehensive approach to expanding the Tennis Center project area for an indoor multi-use community recreation center. Utilize Town Center Vision stakeholders to identify potential
- Incorporate a premier level aquatic park into the Town Center area and develop a partnership with an outside agency to operate it
- Incorporate a park similar to Holland Park into the Town Center area
- Provide a dedicated facility focused on teen programs (mentoring, activities, programs, career planning, etc.)

STRATEGY 5.2.1: IDENTIFY ENHANCEMENTS WITHIN PARK FACILITIES TO REDUCE HAZARDS

- Provide an inventory of park camera locations and extent of viewable area to determine if additional cameras are necessary

OBJECTIVE 5.2: ENHANCE SAFETY MEASURES THROUGHOUT THE COMMUNITY

STRATEGY 5.2.2: CONTINUE TO ENHANCE SAFETY IMPROVEMENTS AT INTERSECTIONS AND ALONG ROADWAYS

- Complete continuous street lighting plan
- Complete Lakeview street lighting and path improvements
- Request Florida Power and Light to provide a presentation to City Council to discuss the feasibility of underground utility retrofits and mounting of equipment on utility poles

GOAL 6: WORKFORCE TALENT

To develop and implement a comprehensive plan to improve City employee skills and performance through education and training; performance management; and personal development opportunities

OBJECTIVE 6.1: TO DEVELOP A PROGRAM TO IMPROVE STAFF RETENTION AND RECOGNIZE INDIVIDUAL SKILLS AND TALENTS

STRATEGY 6.1.1: A PROGRAM TO IDENTIFY INDIVIDUAL SKILLS AND FOSTER IMPROVEMENT OF PROFESSIONAL SKILLS

- Ensure proper succession planning for top management

OBJECTIVE 6.3: TO ENHANCE AWARENESS OF CUSTOMER SERVICE AND RELATIONSHIPS WITH OUR CITIZENS

STRATEGY 6.3.1: ESTABLISH A PROGRAM THAT SOLICITS CUSTOMER FEEDBACK AND ENSURE FOLLOW-UP CONSULTATION

- Improve communication regarding solid waste services and issue resolution



Solutions Driven by Creativity and Technology



WHAT IS INNOVATION?

300,000,000 Web Results

1,000s of Definitions

“Turning an idea into a solution that adds value from a customer’s perspective.” *Nick Skillicorn*

“Innovation is staying relevant.” *Stephen Shapiro*

“Creativity is thinking of something new. Innovation is the implementation of something new.” *Paul Sloane*

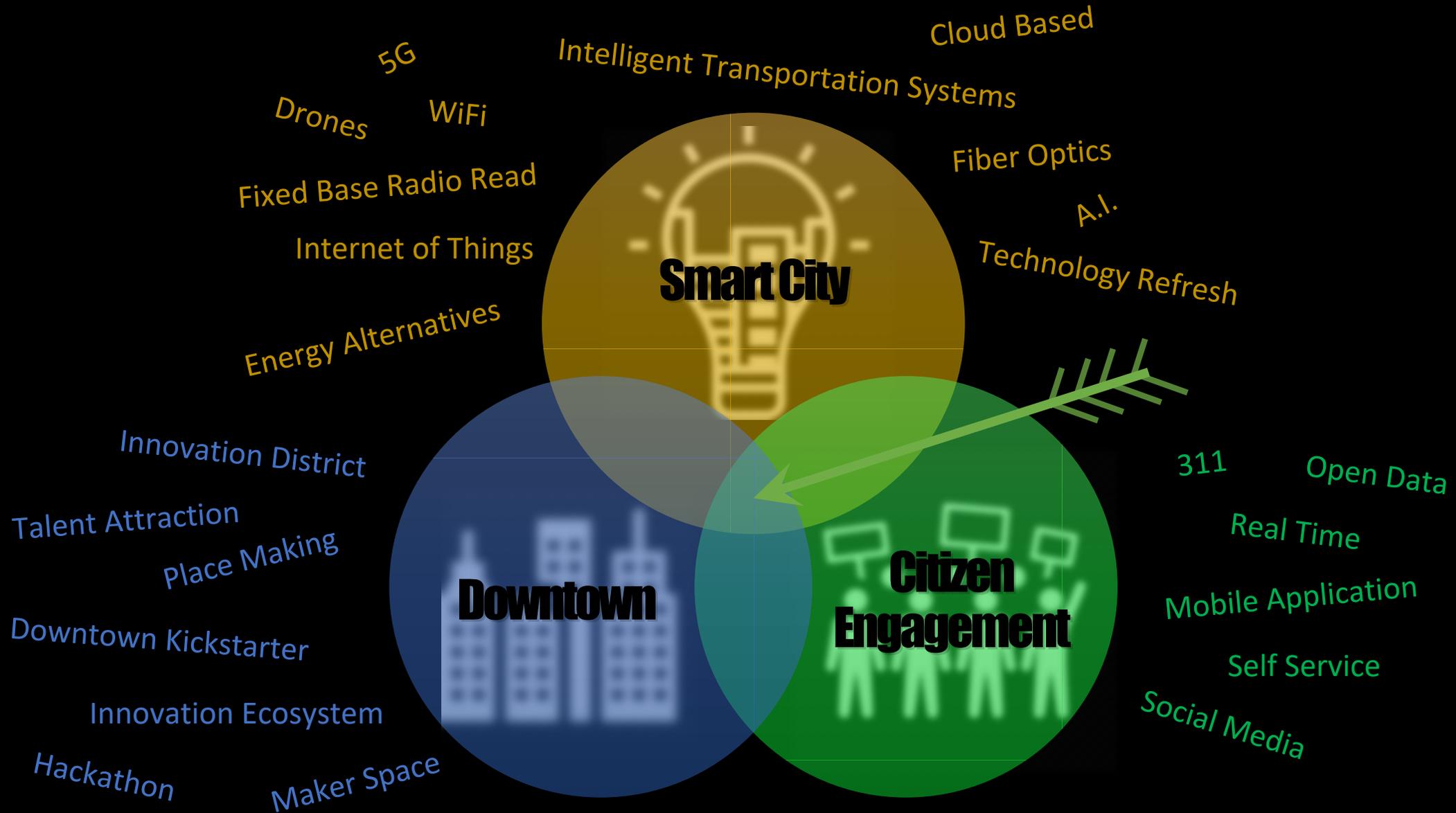


MISSION STATEMENT

Accelerate innovation that is driven by
data and technology across the
City that
benefits our community



TEAM FOCUS AREAS



 INNOVATION teamMEMBERS

Downtown

Smart City

Civic Engagement



Innovation Sherpa

Innovation Trailblazer

Technology Yoda

Technology Jedi

Web Genius

Engagement Ambassador

Design Artist



Innovation Sous Chef

Innovation Apprentice

Task Master

Process Ninja

Strategy Guru

Talent Agent

Partnership Maestro

ROLES AND SUPPORT NETWORK

Innovation Team

- *Engage
- *Collaborate
- *Partner
- *Solve

Executive Team

- *Support
- *Inform
- *React
- *Implement

City Council

- *Vision
- *Advocate
- *Decide
- *Budget



NEXT STEPS

- Innovation Roadmap
 - Downtown
 - Smart City
 - Civic Engagement
- 1-on-1 Interviews with City Council





INNOVATIONteam

Solutions Driven by Creativity and Technology



Update - Recreation and Parks Facilities Master Plan (Parks Master Plan)

*City Council Workshop
March 27, 2018*



Parks Master Plan- Presentation



- Vision
- Implementation
 - Completed Projects
 - Current Projects
 - Future Projects Funded
 - Future Projects Unfunded
- Next Steps



Find Your Florida

Parks Master Plan- Vision



- Completed and adopted by the City Council in 2008.
- Vision statement consistent with the City's Comprehensive Plan.

Palm Coast strives to be a unique and vibrant city recognized for its...

- *Exceptional quality of life,*
- *Attractive job opportunities, diversified housing, and superbly designed commercial areas,*
- *Valued natural, recreational, and cultural resources,*
- *Exemplary public facilities and services,*
- *Responsible growth and fiscal planning,*
- *Responsiveness to meeting the diverse needs of the citizens,*
- *Friendly and welcoming manner towards visitors, residents and businesses.*



Find Your Florida

Parks Master Plan- Vision



- Vision for parks and recreational facilities reflects the Vision for the community growth of Palm Coast over the next 50 years
- To implement the Vision, a series of criteria were developed to guide the development and management of the Parks system.



Parks Master Plan- Vision



Criteria - Community Identity

- *Central gathering spaces and easily-identified civic buildings for public events;*
- *Public art and signage integrated throughout the system to create sense of place;*
- *A broad range of social, cultural, recreation and wellness programs;*
- *Celebration and access to heritage resources;*
- *Parks planned as catalysts for neighborhood stabilization and/or redevelopment;*
- *Involvement and grooming of civic leaders and champions;*



Find Your Florida

Parks Master Plan- Vision



Criteria - Equitable Access

- *“Walk-to” parks easily accessible to every resident;*
- *Equitably distributed system of sports complexes and other special use facilities;*
- *Community centers easily accessible to every resident;*
- *An interconnected network of boulevards, parkways, streets, greenways and trails designed as a community-wide system of linear parks;*
- *Pedestrian, bicycle, and transit access to every public park and open space;*



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Parks Master Plan- Vision



Criteria - Protection of the Natural Environment

- *+/- 50% of parks space preserved in natural or maintained open space;*
- *Safe, convenient water access (beaches, rivers, lakes and streams);*
- *Natural areas protected as conservation lands with appropriate/equitable public access;*
- *Greenbelts surrounding urban development areas to contain sprawl and to buffer agricultural or environmental lands;*
- *Parks designed to reduce energy and water consumption, thereby serving as models for sustainable development;*



Parks Master Plan- Vision



Criteria - Responsible Planning and Administration

- *Co-location and joint use of schools, libraries and parks;*
- *Well designed and maintained facilities;*
- *Partnerships (Municipal, County, State, Federal, corporate, and non-profit);*
- *Neighborhood and community level public involvement; and*
- *A community-building mind set*



Find Your Florida

Completed Projects

New Parks

Major Renovation Projects

Additional Park Projects

Site Acquisition



Parks Master Plan – Projects Completed Since 2008



Ralph Carter Park (2009)



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Parks Master Plan – Projects Completed Since 2008



Waterfront Park (2011)



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Parks Master Plan – Projects Completed Since 2008



Long Creek Nature Preserve – Phase 1 (2015)



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Parks Master Plan – Projects Completed Since 2008



Belle Terre Park Renovation (2008)



Find Your Florida

Renovation of Palm Harbor Golf Course (2010)



Parks Master Plan – Projects Completed Since 2008



Expansion of Indian Trails Sports Complex



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Parks Master Plan – Projects Completed Since 2008



Holland Park Renovation – Phase 1 (2017)



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Parks Master Plan – Projects Completed Since 2008



Shade Sails (2017)



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Parks Master Plan – Projects Completed Since 2008



Renovation and Expansion of Community Center (2018)



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Parks Master Plan – Projects Completed Since 2008



Multi-Use Path System



Find Your Florida

Parks Master Plan – Additional Park Assets



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Undeveloped Recreation/Park Sites

- Palm Coast Park/US-1 Site (2013 – 65 acres- 20+/- developable acres)
- Belle Terre Blvd./Airport Site (2015 – 3.5 acres)



Current Projects

Projects in 5-year Capital Improvements Plan (CIP)



Parks Master Plan – Current Projects



Parks and Community Center Projects

Holland Park – Phase 2 (FY '18-'19)

- Splash Park
- Shade – Dog Park, Bocce Ball
- Handball and Pickleball Courts
- Picnic Pavilion
- Fitness Station
- Addn'l Playground Structures



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Parks Master Plan – Current Projects



Parks and Community Center Projects

Long Creek Nature Preserve Phase 2 (FY '20)

- Nature Center
- Additional Trails
- Educational Kiosks



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Parks Master Plan – Current Projects



Parks and Community Center Projects

Town Center Central Park – Remaining Phases (FY '22)

- Remaining improvements need to be revisited
- Improve pedestrian connection to built environment around Park



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Parks Master Plan – Current Projects



Trail and Trail Amenities Lehigh Trail Trailhead



Conceptual Only



Find Your Florida

Parks Master Plan – Current Projects



Trail and Trail Amenities

- Graham Swamp Trail – Phase 2
(Request Grant Funding for Construction)
- Trailhead and Trail Signs



Find Your Florida

Existing Parks Rehabilitation & Renovation Projects

\$2.76 million over next 5 years

- Various Maintenance/Rehabilitation/Renovation Projects
 - Sod Replacement and Shading @ ITSC
 - Resurfacing basketball courts
 - Playground equipment replacement
 - Palm Harbor Golf Course (Washdown stations, roof replacements, etc.)
 - Park Cameras
 - Pickleball Courts



Future Projects-Funded

Projects from Rehabilitation & Renovation (R&R) Schedule

Small Projects Identified in Master Plan



Rehabilitation & Renovation (R&R) Schedule **Protecting the City's Park Facilities**

- **Complete inventory of Park Facilities and Equipment**
- **R&R Schedule for planning and budgeting purposes**
- **R&R Schedule allows opportunity for following:**
 - Update facilities based on trends and lifestyle changes
 - Repurpose parks and facilities
 - Provide more inclusionary facilities or equipment (Universal Design)
 - ADA Improvements
 - Minor expansion combined with R&R program



Parks Master Plan



R&R Schedule – Sample Page

RECREATIONAL FACILITIES REHABILITATION REPLACEMENT SCHEDULE

Name of Park	QTY.	Year of Construction	Notes on Condition	Estimated Cost Current (\$)	Rehabilitation/Replacement Schedule		
					1-5 Years	6-10 Years	> 10 Years
PARKS & COMMUNITY CENTERS							
Belle Terre Park(1)							
Handball Courts	2	1970	Resurface & Repaint as needed 5-8years	\$20,000		x	
Multi-Purpose Field	3	2007	Resurface as needed 10-15 years	\$100,000	x		
Tennis Court	3	1970	Resurface as needed 5-8years	\$45,000		x	
Gazebos	2	2007	Restoration 8-10 years or as needed	\$50,000		x	
Pavilion	1	2007		\$25,000			x
Playground	3	2007	Drainage issues / Toddler equipment discontinued	\$150,000			x
Shade Sails	1	2017		\$65,000			x
Parking Lot		2007	Resurface 20 years / Restripe 10 years / Parking Lot Lights 20 years	\$100,000			x
					\$100,000	115,000	340,000
Frieda Zamba Pool (1a)							
Pool Deck	1		Fix concrete cracks and drainage covers	\$50,000	x		
Locker/Restrooms	2	1982	Not ADA compliant, very out of date	\$1,100,000	x		
Pool Heaters							
Pavilions			Replace Shade Fabric 10 years				
Backwash System							
Administration Building							
					\$1,150,000	\$0	\$0
Bird of Paradise							
Canoe/Kayak Launch		2016				x	
					\$0	\$0	\$0
Hidden Lakes Park							
Walking Trail	2300 feet	2010	Parking Lot? Resurface Shell Trail?			x	
					\$0	\$0	\$0
Holland Park (James F. Holland Memorial Park)							
Baseball LL Field	1	2004	fields need resurface & grade/drainage	\$40,000	x		
Softball Field	1	2004	fields need resurface & grade/drainage	\$40,000	x		
Dugouts	4	2017	dugout replacement	\$50,000			x
Bleacher Coverings	5	2017	Replace Fabric 10-15 years	\$25,000			x
Multi-Purpose Fields	2	2004	fields need resurface & grade/drainage	\$80,000	x		
Playground	1	2017		\$225,000			x
Restrooms	3	2017	roof/interior remodel	\$80,000			x
Sand Volleyball	1	2017	sand replacement	\$10,000			x
Horseshoes pit	1	2017		\$5,000			x
Tennis Court	3	2017	resurfacing	\$45,000			x
Basketball Court	2	2017	resurfacing	\$15,000			x
Shuffleboard Court	2	2017	resurfacing	\$5,000			x
Musco Lighting Lamp Replacement	2	2017	Basketball Courts	\$40,000			x
Pavilions/Concession Stand	6	2017	Reroof	\$100,000			x
Concrete	1		Reroof	\$30,000			x
Parking Lot		2017	Resurface 20 years / Restripe 10 years / Parking Lot Lights 20 years	\$200,000			x
Dog Park (Big and Small)		2017	resod	\$40,000			x
					\$160,000	\$0	\$870,000



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R&R Schedule

Estimates for R&R Schedule

1-5 Years – \$4.2 million

6-10 Years - \$1.7 million

10+ Years – \$6.3 million



Parks Master Plan – Identified 10-year Projects



Neighborhood Park – Site Undetermined - \$2.75 million
(Matanzas Woods, Pine Lakes, Quail Hollow)

Park Rehabilitation

ITSC Field Lighting – Lamp Replacement - \$800,000

Palm Harbor Golf Course

Various Projects - \$300,000



Future Projects-Unfunded

Major Projects Identified in Master Plan



Parks and Community Center Projects

- Satellite Recreation/Community Center (Multi-generational Activity Center)
- Indian Trails Park (Belle Terre Pkwy. N. adjacent to Fire Station #23)
- Pocket Parks



Special Use Facilities

- Sports Complex
- Aquatic Center/Frieda Zamba Pool Renovation
- Multi-Generational Activity Center
- Tennis Center Expansion & Clubhouse
- Cultural Arts Center
- City Marina



Next Steps



- Use Vision Statement and Criteria to assist in identifying candidate projects
- Identify opportunities to combine projects that implement different elements of the Master Plan
- Incorporate R& R Program into CIP
- Incorporate Projects into Capital Improvements Plan
- Develop/Identify Additional funding source(s)



Questions?



Transportation Impact Fee Study Follow-up Workshop

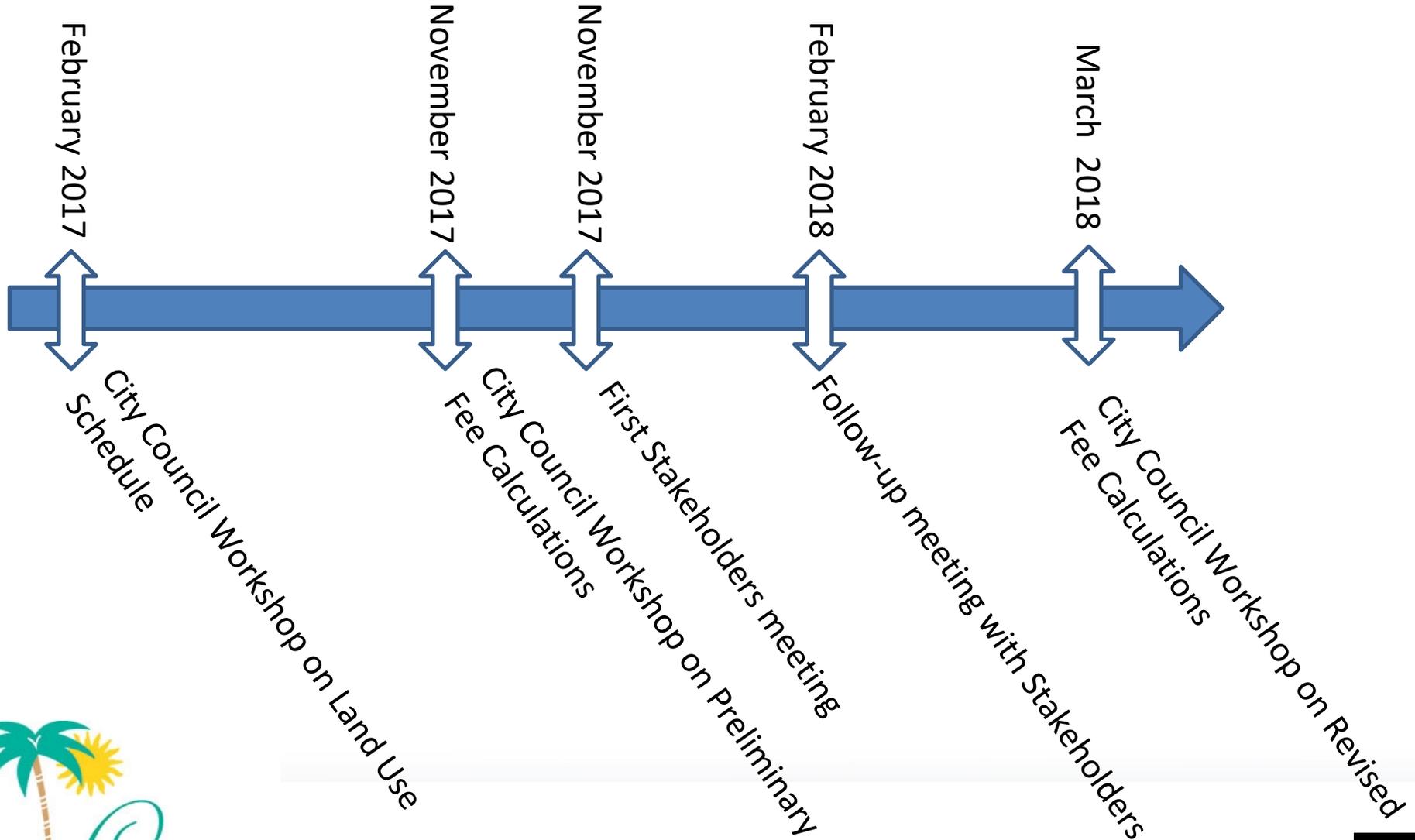
CITY COUNCIL | MARCH 2018



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Transportation Impact Fee Study Milestones

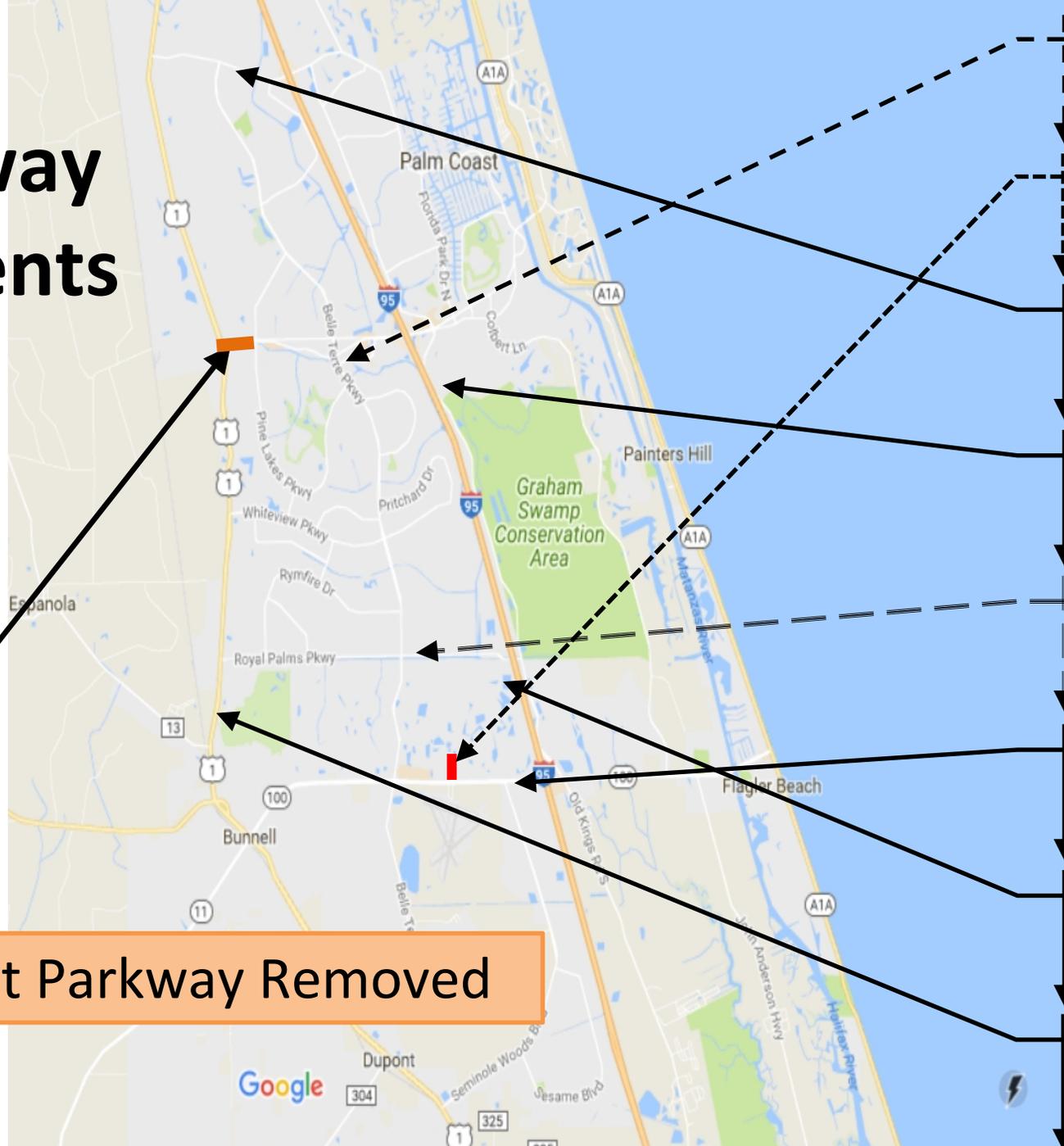


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Roadway Segments

Palm Coast Parkway Removed



Belle Terre Parkway from Pine Lakes Pkwy to Palm Coast Pkwy

Bulldog Drive from SR 100 to Central Avenue

Matanzas Woods Parkway from US 1 to Old Kings Road

Old Kings Road from Town Center Blvd to Matanzas Woods Pkwy

Royal Palms Parkway from Old Kings Road to US 1

SR 100 from Belle Terre Parkway to Old Kings Road

Town Center Blvd from Central Ave to Royal Palms Pkwy

US 1 from Espanola Road to Whiteview Parkway

Transportation Impact Fee Study Update Costs of Additional Roadway Capacity

Roadway	Segment		Improvement	Length (Mile)	Total Cost ²
	From	To			
Belle Terre Parkway ¹	Cypress Point Parkway	Palm Coast Pkwy (EB)	4L to 6L	0.12	\$742,999.62
	Pine Lakes Parkway	Cypress Point Parkway	4L to 6L	0.30	\$1,857,499.06
Bulldog Drive ¹	SR 100	Central Avenue	2L to 4L	0.53	\$3,614,641.05
Matanzas Woods Pkwy ³	US 1	SB I-95 Ramps	2L to 4L	2.01	\$14,130,000.00
Old Kings Road ¹	Town Center Boulevard	Oak Trails Boulevard	2L to 4L	3.54	\$24,143,074.21
	Oak Trails Boulevard	Utility Drive	2L to 4L	0.25	\$1,705,019.37
	Utility Drive	Palm Coast Pkwy (EB)	2L to 4L	0.62	\$4,228,448.03
	Palm Coast Parkway	Forest Grove Drive ³	2L to 4L	3.31	\$14,850,000.00
Royal Palms Parkway ¹	Town Center Boulevard	Belle Terre Pkwy	2L to 4L	1.58	\$10,775,722.39
	Belle Terre Pkwy	Rymfire Drive	2L to 4L	2.06	\$14,049,359.57
	Rymfire Drive	US 1	2L to 4L	0.67	\$4,569,451.90
SR 100 ³	Belle Terre Pkwy	Old Kings Rd	4L to 6L	2.61	\$34,870,000.00
Town Center Boulevard ¹	Central Avenue	Lake Avenue	2L to 4L	0.30	\$2,046,023.24
	Lake Avenue	Royal Palms Pkwy	2L to 4L	0.60	\$4,092,046.48
US 1 ¹	White View Pkwy	Royal Palms Pkwy	4L to 6L	1.78	\$5,974,641.40
	Espanola Rd	Royal Palms Pkwy	4L to 6L	1.07	\$3,591,497.92
					\$145,240,424.22

¹ FDOT Long Range Estimates Cost per Mile Model

² Excludes right-of-way costs

³ River to Sea 2040 LRTP Cost Estimate

Total Estimated Cost: \$145,240,424.22

Highlighted Improvements in 2040 LRTP Cost Feasible Plan

Transportation Impact Fee Study Update Costs of Additional Roadway Capacity



Traffic Signal Optimizatoin

- Estimated cost is \$3 million
- Adds 10% capacity to the following roadways:
 - Palm Coast Parkway
 - Old Kings Road
 - SR 100
 - US 1
 - Matanzas Woods Parkway



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Transportation Impact Fee **Study Update Costs of Additional Roadway Capacity**

Total Improvement Cost Estimate Summary

• Road Costs not in the LRTP	\$ 41,747,743.30
• Road Costs in the LRTP	<u>\$ 103,492,680.92</u>
• Total Roadway Segment Costs	\$ 145,240,424.22
• Intersection Costs	\$ 13,282,500.00
• Traffic Signal Optimization	<u>\$ 3,000,000.00</u>
• Total Improvement Costs	\$ 161,522,924.22



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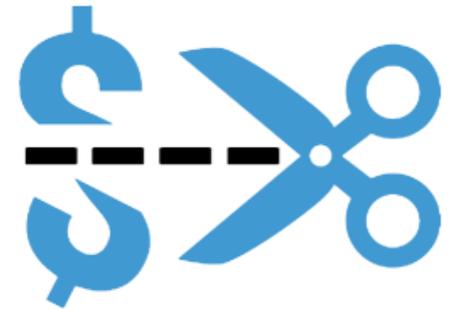


Transportation Impact Fee Study Update Costs of Additional Roadway Capacity

LRTP Cost Feasible Roads Subject to Other Funding

- Matanzas Woods Parkway
- Old Kings Road
- SR 100
- US 1

LRTP Roadways
\$103,492,680.92



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LTG

Engineering
& Planning



Transportation Impact Fee Study Update Costs of Additional Roadway Capacity

Road Improvement Cost Estimate Summary

- Road Costs not in the LRTP \$ 41,747,743.30
- Intersection Costs \$ 13,282,500.00
- Traffic Signal Optimization \$ 3,000,000.00
- Non-LRTP Improvement Costs \$ 58,030,243.30
- **10% Funding for LRTP Roadways** \$ 10,349,268.00
- **Non-LRTP and 10% Funding Costs** \$ **68,379,511.30**



Transportation Impact Fee Study Incentivization

Fee-based Economic Incentives

- Promotion of In-fill (Vested, Platted Single Family Attached or Detached) based on plat recording date
- Diversity of housing choice
 - Single Family
 - Multi-Family
 - Active Adult
- Manufacturing rate
- No Right-of-Way
- Intersections vs. Street Widening
- Multi-tenant Retail vs. Free Standing Retail



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Revised Impact Fee Calculations



Transportation Impact Fee Study Revised Impact Fee Calculations

Additional Explanation of Impact Fee Assumptions

- Vested Single Family Detached defined by plat date
- Vested, platted Single Family Attached added as use
- Drive-thru lanes assessed separately from Building Square Footage
- Adjusted Impact Fee Improvements



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Transportation Impact Fee Preliminary Impact Fee Calculations

Revised Impact Fee Sample Calculations Comparison of Options

Use	Unit of Measure	Recommended Palm Coast Fee	Existing Palm Coast Fee
Single Family Detached	Dwelling Unit	\$2,981	\$3,124.67
Vested Single Family Detached	Dwelling Unit	\$1,632	\$3,124.67
Multifamily Apartment	Dwelling Unit	\$1,718	\$3,124.67
Warehouse	1,000 square feet	\$1,684	\$3,550.10
Office	1,000 square feet	\$3,608	\$6,724.20
Multi-tenant Retail	1,000 square feet	\$4,266	\$6,724.20
Free-standing Retail	1,000 square feet	\$6,589	\$6,724.20
Sit Down Restaurant	1,000 square feet	\$12,034	\$19,358.98
Fast Food/Fast Casual	1,000 square feet	\$19,740	\$40,547.73
Restaurant Drive Thru	Lane	\$21,889	N/A
Convenience Store	1,000 square feet	\$22,637	\$19,358.98
Vehicle Fueling Position	Per VFP	\$12,673	N/A
Bank Drive Thru Lane/ATM	Lane or ATM	\$11,674	N/A
Hotel	Room	\$1,759	\$1,834.73



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Transportation Impact Fee Preliminary Impact Fee Calculations Comparison to Volusia and St Johns Counties' Fees

Use	Unit of Measure	Recommended Palm Coast Fee	Existing Palm Coast Fee	Volusia County (2007)	St. Johns (2011)	St. Johns Proposed Fee	Notes
Single Family Detached	Dwelling Unit	\$2,981	\$3,124.67	\$2,173.88	\$5,077	\$8,409	2,000 sf house, non-vested
Multifamily Apartment	Dwelling Unit	\$1,718	\$3,124.67	\$1,506.04	\$4,105	\$6,545	1,200 sf apartment
Warehouse	1,000 square feet	\$1,684	\$3,550.10	\$860.00	\$895	\$483 *	
Office	1,000 square feet	\$3,608	\$6,724.20	\$4,320.00	\$2,456	\$2,600 *	Office < 100 KSF
Multi-tenant Retail	1,000 square feet	\$4,266	\$6,724.20	\$3,470.00	\$3,169	\$3,062 *	Shopping Center <100KSF
Hotel	Room	\$1,759	\$1,834.73	\$1,226.31	\$3,155	\$3,342 *	

- St. Johns County proposes a 40% reduction of non-residential fees as an economic development incentive. The reduction is reflected in the table.



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TRANSPORTATION IMPACT FEE - ORDINANCE

- Continue with Annual Adjustment based on FDOT construction costs
- Create Benefit District to fund specific improvements
- Update Impact Fee report/study every five-years (previously six-years)
- **Implementation Dates**

Transportation Impact Fee Ordinance

- Continue with Annual Adjustment based on FDOT construction costs
- Create Benefit District to fund specific improvements through dedicated impact fees
- Update Impact Fee report/study every five-years (previously six-years)
- **Implementation Timeframe**



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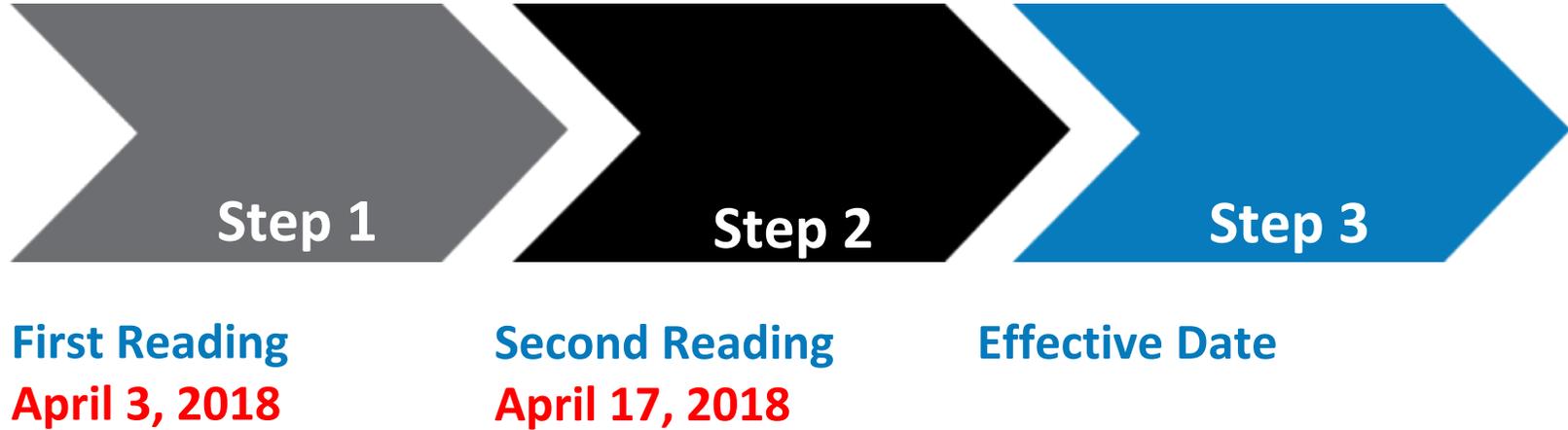
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Transportation Impact Fee Study Next Steps

Following Today's Presentation



Presented By:



Transportation Impact Fee **Questions or Comments**



Presented By:



HBA/Stakeholder Information

Scenario 3

- 50% single family detached, 50% Urban infill detached, and multifamily
 - SFDU: 9,451* \$2,981 = \$28,173,431
 - URBN: 9,450 * \$1,632 = \$15,422,400
 - MFDU: 7,641* \$1,718 = \$13,127,238
 - Total From Residential = \$56,723,069
 - Proposed Improvements = ~~\$58,030,243~~
- DIFFERENCE = (~~-\$1,307,174~~) Needed from commercial to make whole \$230 per 1000 sq. ft.*

LTG Additional Information

- + \$10,349,268 (10% LRTP) = \$68,379,511
- DIFFERENCE = (\$11,656,442) needed from commercial

Transportation Impact Fee Collections

Analysis of Impact Fee Collection History

Scenario 3:

$$\frac{\text{Residential Fees } \$56,723,069}{\text{Total Costs } \$68,379,511} = 82.9\%$$

City of Palm Coast					
Transportation Impact Fees Collected					
by Fiscal Year					
Year	Residential	Percent	Commercial	Percent	Total
2017	\$1,965,608	83%	\$411,238	17%	\$2,376,846
2016	\$1,437,838	67%	\$701,164	33%	\$2,139,002
2015	\$1,050,810	84%	\$195,391	16%	\$1,246,201
2014	\$872,830	77%	\$254,335	23%	\$1,127,165
2013	\$708,024	80%	\$177,246	20%	\$885,270
Totals	\$6,035,110	78%	\$1,739,374	22%	\$7,774,484



Presented By:



Methodology Outline

① 2040 LRTP Model determines roadway failures

② Estimated Costs for Additional Capacity \$161 million

③ Road Improvements Create 533,000 VMC

④ $\$161 \text{ million} / 533,000 \text{ VMC} = \303 VMC Rate

⑤ Other Funding Adjustment \$57 per VMC

⑥ $\$303 - \$57 = \$245 \text{ VMC Rate}$

⑦ $\text{VMT by Use} = \text{Trip Gen X Trip Length X I-95 Adj Factor X 0.5}$

⑧ $\text{Fee} = \text{VMT by Use X VMC Rate}$



Presented By:



Transportation Impact Fee Example Calculation

Single Family Detached Home Example

9.44 (average daily trips)
X 0.5 (trips attributable to residential generator)
X 5.04 (average trip length)
X 0.51 (interstate adjustment factor) = 12.13 vehicles miles traveled (VMT)

12.13 VMT X \$245.67 VMC Rate = \$2,981 per dwelling unit



Presented By:



**Proposed Ordinance(s)
Floodplain Damage Protection
&
Technical Amendments to Florida Building Code**

March 27, 2018



Overview

- Palm Coast has participated in the National Flood Insurance Program (NFIP) since 2002.
- A community must participate in NFIP for citizens to buy flood insurance and for the community to be eligible for federal disaster assistance.
- The NFIP requires participating communities to adopt and enforce regulations that meet or exceed minimal NFIP standards.
- Communities are encouraged to participate in Community Rating System (CRS) program to reduce risk and flood insurance premiums for citizens.



Floodplain Management Timeline

Date	Activity	Affect on Flood Insurance Premiums
02-02-2002	Accepted into the NFIP	Citizens can secure flood insurance
05-01-2004	CRS Class 7	15% reduction*
07-17-2006	Flood Insurance Rate Map(s) Effective Date	Flood zone(s) changed
08-19-2008	Unified Land Development Code adopted	
05-01-2009	CRS Class 6	20% reduction*
11-20-2014	CRS Class 5	25% reduction*
04-13-2017	Meeting with FCARD	
05-01-2017	CRS Class 4	30% reduction*
12-31-2017	Florida Building Code Effective Date (6 th Edition)	
06-06-2018	Flood Insurance Rate Map(s) Effective Date for new maps	Flood zone(s) will change. Proposed ordinance respects new effective date.

*Note: For policies issued for properties within the Special Flood Hazard Area



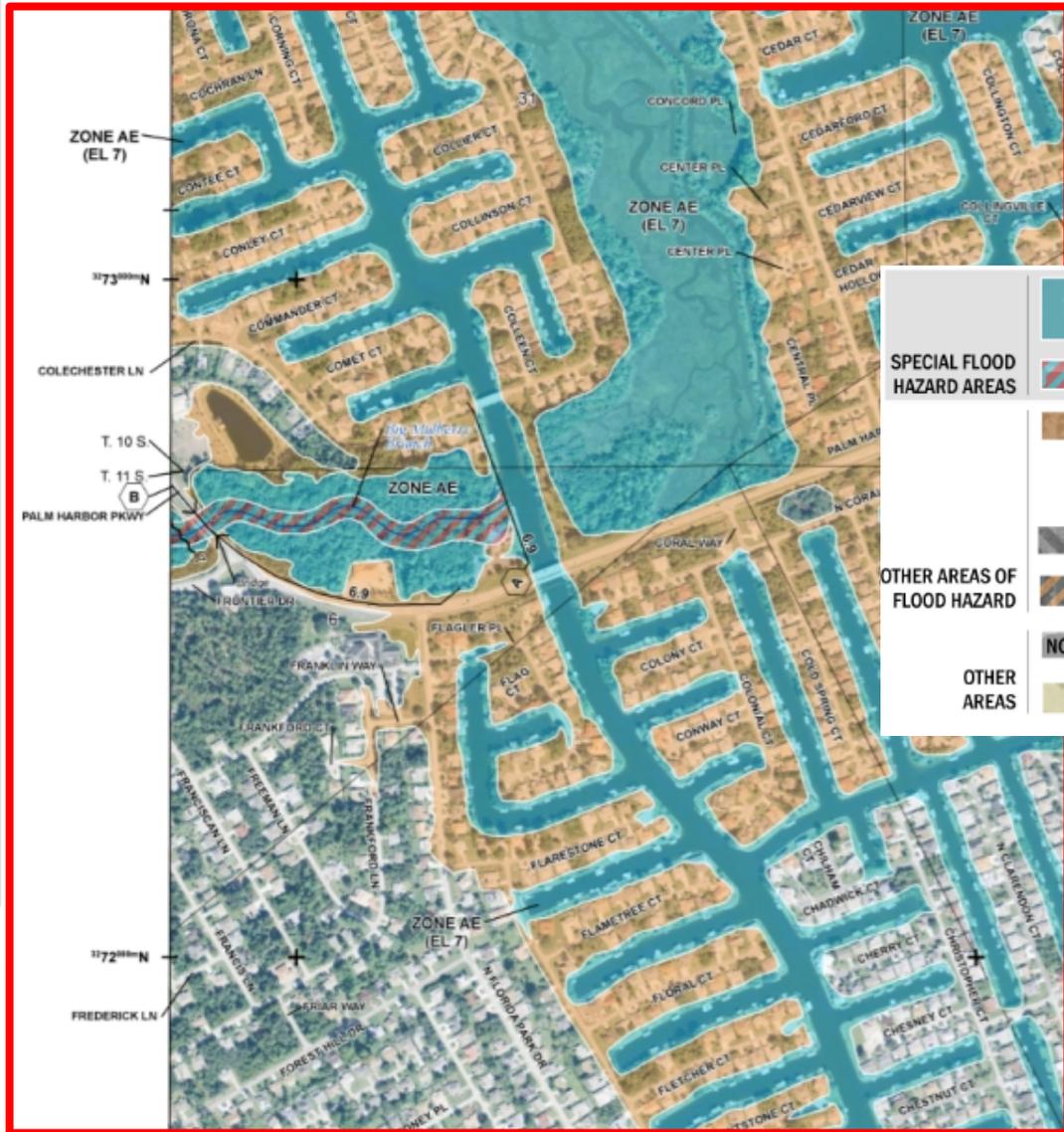
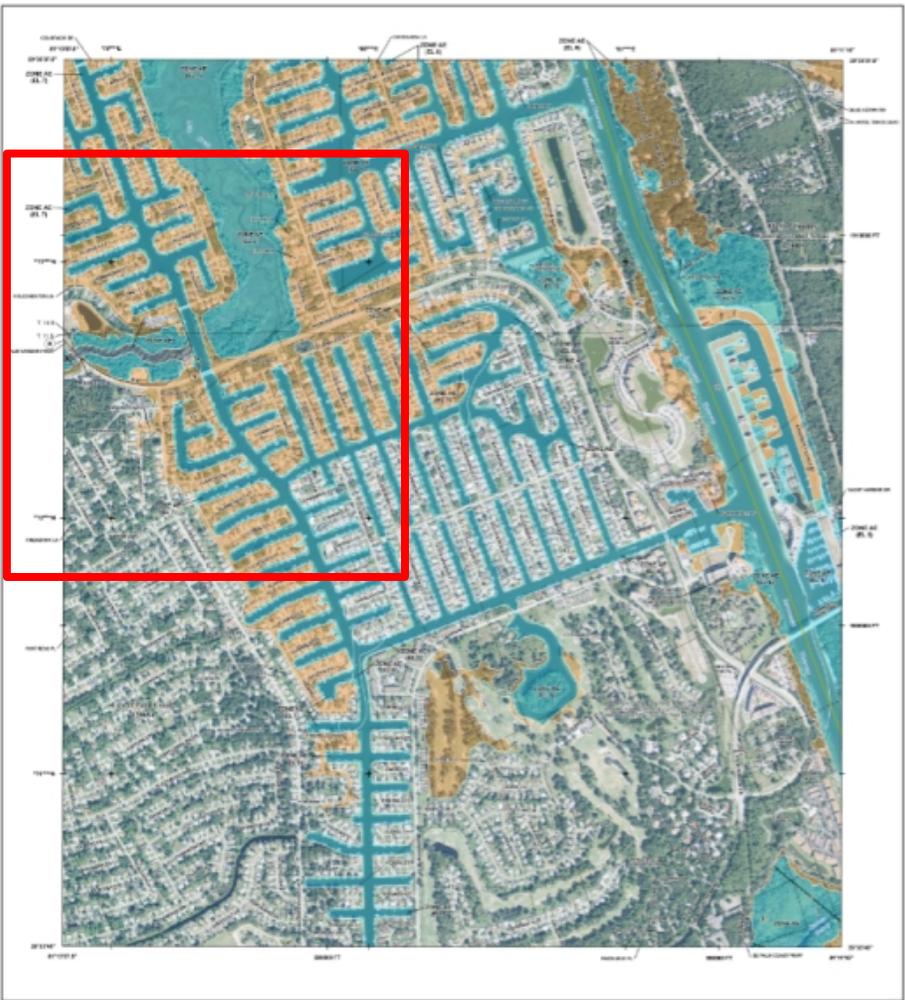
Ordinance(s) Background

- To remain consistent with the NFIP standards, it is in the public interest to adopt floodplain management regulations that are coordinated within the Florida Building Code.
- The Florida Division of Emergency Management (FDEM) has created a state model ordinance to help communities.
- FDEM provided direct consultation to assist staff with merging the model ordinance, existing regulations of the Unified Land Development Code, Florida Building Code and higher standards of the City's CRS program.

Flood zones within the City of Palm Coast

- “A” (not studied by FEMA) and “AE” (studied by FEMA) zones are “Special Flood Hazard Areas” (SFHA) that are regulatory flood zones in existing City boundaries.
- “Floodways” are regulated flood zones defined as follows.
“the channel of a river or other riverine watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than one (1) foot.”
- “X shaded” are outside SFHA with 0.2% Annual Chance of Flood
- “X” are Areas of Minimal Flood Hazard

Flood Insurance Rate Map Sample (Effective Date June 6, 2018)



SPECIAL FLOOD HAZARD AREAS

- Without Base Flood Elevation (BFE)
Zone A, V, A99
- With BFE or Depth Zone AE, AO, AH, VE, AR
- Regulatory Floodway

OTHER AREAS OF FLOOD HAZARD

- 0.2% Annual Chance Flood Hazard, Areas of 1% annual chance flood with average depth less than one foot or with drainage areas of less than one square mile Zone X
- Future Conditions 1% Annual Chance Flood Hazard Zone X
- Area with Reduced Flood Risk due to Levee See Notes Zone X
- NO SCREEN Area of Minimal Flood Hazard Zone X

OTHER AREAS

- Area of Undetermined Flood Hazard Zone D

FLOOD HAZARD INFORMATION

FOR MORE INFORMATION, VISIT www.flood.gov OR CALL 1-800-368-7277. THIS INFORMATION IS PROVIDED AS A SERVICE TO OUR CUSTOMERS. IT IS NOT INTENDED TO BE USED FOR ANY OTHER PURPOSES. FOR MORE INFORMATION, VISIT www.flood.gov OR CALL 1-800-368-7277.

NOTES TO USERS

This map is a representation of the flood hazard information available at the time of the map's production. It is not intended to be used for any other purpose. For more information, visit www.flood.gov or call 1-800-368-7277.

SCALE

1 inch = 1 mile

PANEL LOCATOR

FEMA
National Flood Insurance Program

NATIONAL FLOOD INSURANCE PROGRAM
FLOOD INSURANCE RATE MAP
FLAOR COUNTY, FLORIDA
Effective Date: June 6, 2018
Map Scale: 1" = 1 Mile
Map No.: 33022
Map Version: 18060202020
Map in Use: June 6, 2018



25-foot Floodway Setback Development Standard

Purpose:

- To minimize encroachments to protect floodplain storage and natural function

All development: Reference 10.02.07.C

- Encroachment into floodway and/or floodway setback shall require additional analysis that demonstrates that activities will not increase BFE and submit to FEMA for Conditional Letter of Map Revision

25-foot Floodway Setback (Natural Systems)



Map Provided by the GIS Division
Date: 12/21/2017

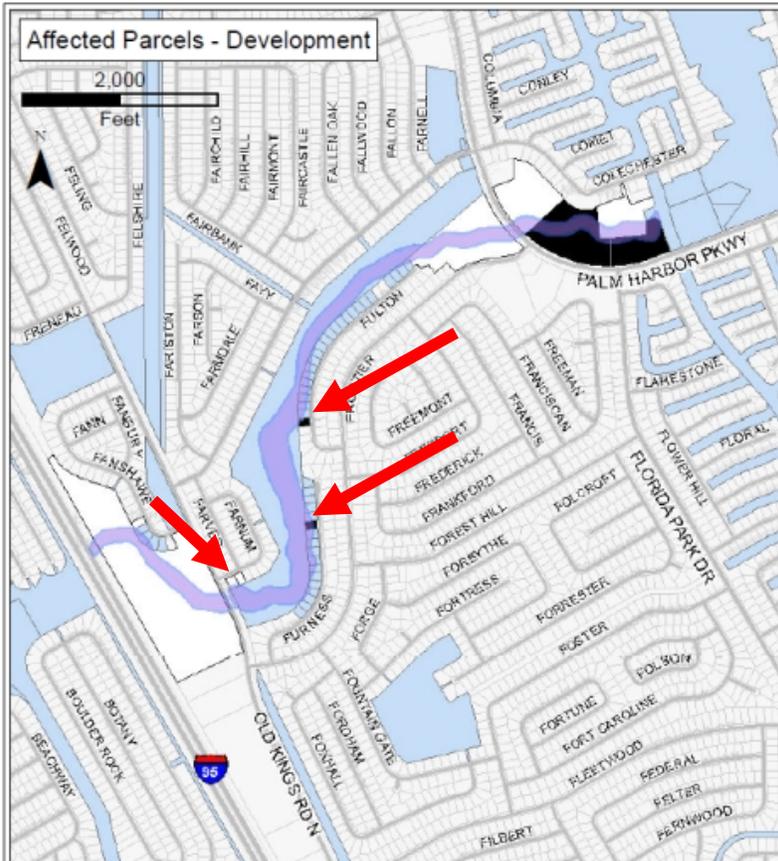
Summary Legend	
	AE Floodways
	25-Foot Buffer
	Affected Parcels (54)
Parcel Totals:	
Affected Parcels (Development)	
	Vacant (48)
	Improved (4)
Affected Parcels (Zoning)	
	COM-1 (3)
	COM-2 (1)
	DPX (3)
	EST-1 (2)
	PRS (1)
	PSP (5)
	SFR-2 (27)
	SFR-3 (9)
	CN, Annexed Area, Flagler County Zoning adopted (1)
	AC, Annexed Area, Flagler County Zoning adopted (2)

Reference:

10.02.07.C; 10.02.13.E

- Floodways are associated with man-made water courses and natural wetland systems.
- 25-foot floodway setback for Big Mulberry Branch and Bulow Creek, dynamic natural systems

25-foot Floodway Setback (Big Mulberry)



Legend

- Palm Coast City Limits
- County Parcel Boundaries
- AE Floodways
- 25-Foot Buffer
- City-owned Properties

Affected Parcels (Development)

- Vacant (46)
- Improved (4)



Map Provided by the GIS Division
Date: 1/9/2018

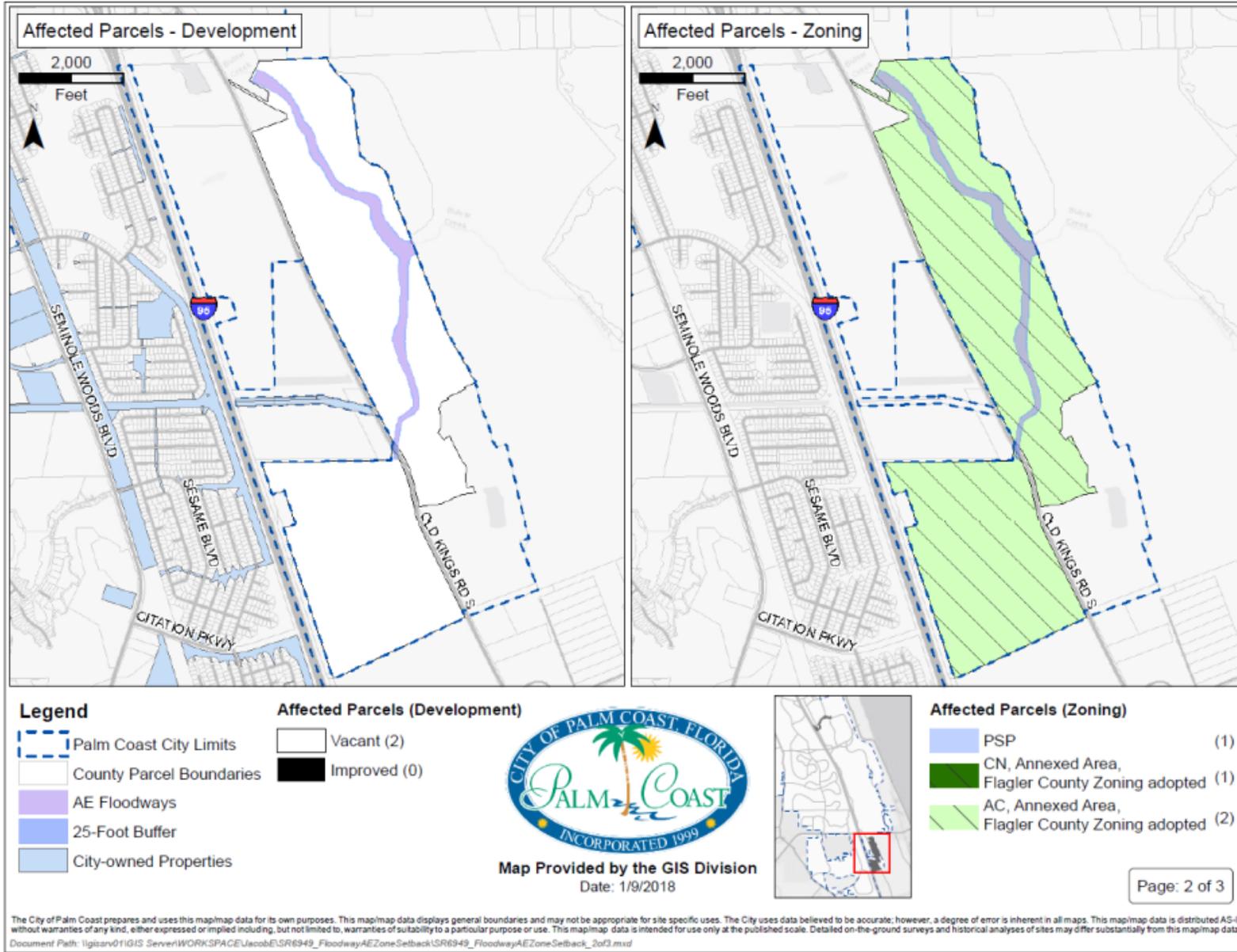


Affected Parcels (Zoning)

- COM-1 (3)
- COM-2 (1)
- DPX (3)
- EST-1 (2)
- PRS (1)
- PSP (4)
- SFR-2 (27)
- SFR-3 (9)

25-foot Floodway Setback (Bulow)

- Floodway is within Old Kings Road South proposed Master Planned Development



Clarification of Development Standards

Site Plans and Construction: Reference 10.02.07

- Establish Base Flood Elevation (BFE) data according to scale of project
- Additional analyses and certifications required based on nature and location of development (floodway, riverine flood hazard area, alteration of watercourse). The applicant shall submit the analysis to FEMA for a Letter of Map Change.

Site Improvements, Utilities and Limitations: Reference 10.02.13

- Compensatory storage for any reduction in water-holding capacity of a flood hazard area



Clarification of Development Standards

Subdivisions (Plats): Reference 10.02.12

- Establish BFE data
- Compliance with 10.02.13
- Technical data reflecting BFE and/or flood hazard boundary changes are submitted to FEMA. Prior to approval of final plat, an issued Letter of Map Change determination from FEMA is required

Clarification of Development Standards

Critical Facilities: Reference 10.02.18

- Definition includes reference to Florida Building Code Design Class based on use
- New critical facilities shall be directed away from Special Flood Hazard Areas (SFHA)
- In the event that a new critical facility is proposed within a SFHA that cannot be avoided, a Letter of Map Change determination to remove the entire project area shall be submitted to Floodplain Administrator

FCARD Feedback

Site Improvements, Utilities and Limitations: Reference 10.02.12.B.4 and 10.02.13.D

- Compensatory storage for any reduction in water-holding capacity of a flood hazard area

FCARD Feedback: Add language to compensatory storage that respects that storage can be mitigated on and offsite.

Action: Reviewed by FDEM and CRS technical experts. The two sections were modified after PLDRB last meeting and found acceptable by reviewing entities.

FCARD Feedback

10.02.12.B.4 (Subdivision Plats) & 10.02.13.D (Site Improvements, Utilities and Limitations): Any reduction in the water-holding capacity of the flood hazard area caused by development, structures, and site improvements shall be compensated such that no increase in water surface elevations, peak discharges, or velocities occurs either upstream, downstream, or in the vicinity of the site during occurrence of flood events up to and including the base flood. The compensatory storage shall be located within the same defined floodplain's hydrologic sub basin as the placement of the fill. Technical data providing evidence of the equivalency of the compensatory storage shall be submitted to the City.

FCARD Feedback

Letter of Map Change (LOMC): Definitions

- Definition inventories the types of LOMC determinations.

FCARD Feedback: Add language to better accommodate other types of LOMCs.

Action: FDEM agreed to the following. CRS technical experts are also reviewing. If accepted, the following amendment will be applied.

“An official determination issued by FEMA that amends or revises an effective flood Insurance Rate Map or Flood Insurance Study. Letters of Map Change include, but not limited to:”



Comprehensive Plan

Objective 6.1.12 – Floodplain Protection

Maintain the hydrological and ecological function of floodplain areas by reducing loss of flood storage capacity and protecting the functional value of wetlands.

Policy 6.1.12.1 – The City shall enforce land development regulations and amend the LDC, as necessary, to specify limitations to the encroachment, setbacks, buffer zones, alteration and incompatible land uses in design storm event floodplains. At a minimum, the City shall include the following criteria as the basis for the protection of 100-year floodplains.

- A. Minimization of flood damage and related losses by prohibiting new development within 100-year floodplains unless the structures use elevated lowest first floors or floodproofing, and provide compensatory storage.

Policy 6.1.12.1

- B. Protection of appropriate floodplain areas by land acquisition or conservation easements.
- C. Minimum standards for drainage from developments within 100-year floodplains to reduce impacts on adjoining properties or degradation of the quality of the receiving surface water bodies.

Policy 6.1.12.2 – The City shall continue to participate in the FEMA Community Rating System (CRS) program, which involves meeting higher than minimum National Flood Insurance Program (NFIP).

Policy 6.1.12.3 – The City's LDC shall be reviewed annually to ensure that it is consistent with the latest available regulations promulgated by the FEMA to reduce property damage and loss of life due to flooding.

Policy 6.1.12.4 – The City shall protect the natural functions of the 100-year floodplain so that the flood carrying capacity are maintained and enforcing floodplain regulations and reviewing development proposals for the presence of impacts on floodplains.

Staff Findings: The Ordinance is consistent with Comprehensive Plan Policies.



Process to Date

- ✓ January 17, 2018 PLDRB Workshop
- ✓ Three meetings conducted with Flagler County Association for Responsible Development (FCARD) stakeholders.
(April 13, 2017; January 25, 2018; and February 15, 2018)
- ✓ Staff consolidated comments and transmitted to Florida Division of Emergency Management and Community Rating System technical experts
- ✓ PLDRB Business Meeting (February 21, 2018) – Recommended that City Council Approve Ordinance Section 10.02, LDC

Questions ?

