



**City of Palm Coast**  
**Agenda**  
**BEAUTIFICATION AND**  
**ENVIRONMENTAL**  
**ADVISORY COMMITTEE**

City Hall  
160 Lake Avenue  
Palm Coast, FL 32164  
[www.palmcoastgov.com](http://www.palmcoastgov.com)

*Chairman Jeffery Seib*  
*Committee Member Edward Beier*  
*Committee Member Marcia Foltz*  
*Committee Member Glenn Partelow*

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**Thursday, January 24, 2019**

**5:00 PM**

**COMMUNITY WING OF CITY HALL**

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>In accordance with the Americans with Disabilities Act, persons needing assistance to participate in any of these proceedings should contact the City Clerk's Office at 386-986-3713 at least 48 hours prior to the meeting.

>Public comment on issues on the agenda or public participation shall be limited to 3 minutes.

>The City of Palm Coast is not responsible for any mechanical failure of recording equipment

>All pagers and cell phones are to remain OFF during the Committee meeting.

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

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**A CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

**B ROLL CALL**

**C MINUTES**

**1 MEETING MINUTES OF THE DECEMBER 6, 2018 BEAUTIFICATION AND ENVIRONMENTAL ADVISORY COMMITTEE MEETING**

**D OLD BUSINESS**

**2 CITY MAINTENANCE OF POND AND LAKE BANKS UPDATE**

**3 TOWN CENTER CENTRAL PARK SCULPTURE GARDEN UPDATE**

**E NEW BUSINESS**

**4 ELECTION OF A NEW VICE CHAIR**

**5 CITY POLICY FOR REVIEW OF UNDEVELOPED PROPERTY**

**6 SAWMILL CREEK PALM COAST PARK DEVELOPMENT HULETT BRANCH BUFFER**

**7 ENVIRONMENTAL REVIEW PROCESS EDUCATION**

**8 LANDSCAPE TREE PROTECTION**

**F PUBLIC PARTICIPATION**

**G DISCUSSION OF MATTERS NOT ON THE AGENDA**

**H ADJOURNMENT**

## City of Palm Coast, Florida Agenda Item

Agenda Date: January 24, 2019

<b>Department</b>	PLANNING	<b>Amount</b>
<b>Item Key</b>	5811	<b>Account</b>
		<b>#</b>
<b>Subject</b>	MEETING MINUTES OF THE DECEMBER 6, 2018 BEAUTIFICATION AND ENVIRONMENTAL ADVISORY COMMITTEE MEETING	
<b>Background :</b>		
<b>Recommended Action :</b>		
Approve as presented.		



**City of Palm Coast  
Minutes  
BEAUTIFICATION AND  
ENVIRONMENTAL  
ADVISORY COMMITTEE**

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

*Chairman Jeffery Seib  
Vice Chair Kenneth Jones  
Committee Member Edward Beier  
Committee Member Marcia Foltz  
Committee Member Glenn Partelow*

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**Thursday, December 6, 2018**

**5:00 PM**

**CITY HALL**

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**A CALL TO ORDER AND PLEDGE OF ALLEGIANCE**

*Chair Seib called to order the December 6, 2018 meeting of the Beautification and Environmental Advisory Committee (BEAC) at 5:00 PM.*

**B ROLL CALL**

*Irene Schaefer, Recording Secretary, called the roll.*

*Present and responding to the roll call were:*

*Chair Seib  
Mr. Beier  
Ms. Foltz  
Mr. Partelow*

*Absent:*

*Vice Chair Jones*

**C MINUTES**

**1 MEETING MINUTES OF THE OCTOBER 25, 2018 BEAUTIFICATION AND ENVIRONMENTAL ADVISORY COMMITTEE**

**Pass**

**Motion made to approve as presented made by Committee Member Foltz and seconded by Committee Member Beier**

**Approved - 4 - Committee Member Edward Beier, Committee Member Marcia Foltz, Chairman Jeffery Seib, Committee Member Glenn Partelow**

**D OLD BUSINESS**

**E NEW BUSINESS**

**2 TRAINING BY CITY ATTORNEY & STAFF; GOVERNMENT IN THE SUNSHINE, ROBERT'S RULES OF ORDER, PUBLIC RECORDS, ETC.**

*Mr. Ray Tyner, Planning Manager, introduced this item, as well, as Katie Reischmann, City Attorney who gave a presentation which is attached to these minutes.*

*Mr. Tyner addressed the rules that regulate the BEAC members with regard to review of development applications. He clarified that the review process lies with the Planning and Land Development Regulations Board (PLDRB) for all development applications. He also clarified that the BEAC members are wanted to be involved in City initiated projects (5 year CIP) reviews and Constitutional items (such as Comprehensive Plan).*

*Discussion among the committee members with regard to the members making for example, a recommendation to have the City start a water sampling program.*

*Discussion of adding a corridor overlay district relating to position of building, location of parking lot, and architectural requirements occurred.*

*Ms. Dawson, Landscape Architect, to share the draft of the architectural chapter for the BEAC members to review.*

*Mr. Tyner discussed his idea for having this passionate group involved in review of future environmental educational programs.*

**Received and Filed**

**F PUBLIC PARTICIPATION**

*Chair Seib opened the meeting @ 6:25PM to public comment.*

*Seeing no one approach the podium he closed the meeting to public comment @ 6:26PM.*

**G DISCUSSION OF MATTERS NOT ON THE AGENDA**

**H ADJOURNMENT**

*Motion made that the meeting be adjourned by Mr. Beier and the motion was seconded by Ms. Foltz.*

*The meeting was adjourned at 6:30PM.*

*Respectfully Submitted by:  
Irene Schaefer, Recording Secretary*

**3 ATTACHMENTS**

## City of Palm Coast, Florida Agenda Item

Agenda Date: January 24, 2019

<b>Department</b>	PLANNING	<b>Amount</b>
<b>Item Key</b>	5906	<b>Account</b>
		<b>#</b>
<b>Subject</b>	CITY MAINTENANCE OF POND AND LAKE BANKS UPDATE	
<b>Background :</b>	Update on previous motion by the Beautification and Environmental Advisory Committee.	
<b>Recommended Action :</b>	Discussion purposes only	

## City of Palm Coast, Florida Agenda Item

Agenda Date: January 24, 2019

<b>Department</b>	PLANNING	<b>Amount</b>
<b>Item Key</b>	5907	<b>Account</b>
		<b>#</b>
<b>Subject</b>	TOWN CENTER CENTRAL PARK SCULPTURE GARDEN UPDATE	
<b>Background :</b>	Update on previous recommendation from the Beautification and Environmental Advisory Committee.	
<b>Recommended Action :</b>	For discussion purposes only	



## City of Palm Coast, Florida Agenda Item

Agenda Date: January 24, 2019

<b>Department</b>	PLANNING	<b>Amount</b>
<b>Item Key</b>	5909	<b>Account</b>
		<b>#</b>
<b>Subject</b>	ELECTION OF A NEW VICE CHAIR	
<b>Background :</b> As the position has been vacated as the result of Mr. Ken Jones’ passing.		
<b>Recommended Action :</b> Elect a Vice Chair.		

## City of Palm Coast, Florida Agenda Item

Agenda Date: January 24, 2019

<b>Department</b>	PLANNING	<b>Amount</b>
<b>Item Key</b>	5908	<b>Account</b>
		<b>#</b>
<b>Subject</b>	CITY POLICY FOR REVIEW OF UNDEVELOPED PROPERTY	
<b>Background :</b>	Staff discussion of the process of reviewing undeveloped property within the City of Palm Coast. <a href="http://maps.palmcoastgov.com/Ex_FlexViewer_PropRec/">http://maps.palmcoastgov.com/Ex_FlexViewer_PropRec/</a>	
<b>Recommended Action :</b>	For discussion purposes only	

## City of Palm Coast, Florida Agenda Item

Agenda Date: January 24, 2019

<b>Department</b>	PLANNING	<b>Amount</b>
<b>Item Key</b>	5910	<b>Account</b>
		<b>#</b>
<b>Subject</b>	SAWMILL CREEK PALM COAST PARK DEVELOPMENT HULETT BRANCH BUFFER	
<b>Background :</b> One of the BEAC committee members has asked the following question: How is that area to be maintained as buffer and not converted into backyard by adjacent home owners, and actually, in the rest of Palm Coast also?		
<b>Recommended Action :</b> For discussion purposes only		

## City of Palm Coast, Florida Agenda Item

Agenda Date: January 24, 2019

<b>Department</b>	PLANNING	<b>Amount</b>
<b>Item Key</b>	5911	<b>Account</b>
		<b>#</b>
<b>Subject</b> ENVIRONMENTAL REVIEW PROCESS EDUCATION		
<b>Background :</b> One of the BEAC committee members has asked the following questions:  Does the City have an adopted I call environmental sensitive land map, where land identify as wetlands, floodplains, low drainage swamps, areas where endangered habitat live (land and water), land for major bird migration patterns or significant vegetative areas are located etc.?  Are there land use regulations adopted or comprehensive plan goals and objectives that address these areas and offer additional protections verses land clearing and filling up to the property line or wetlands?  When a staff member is reviewing a request for a large master plan rezoning, land use change or site plan can they ask for additional identification and requirements to protect the environmentally sensitive areas? What is the process in reviewing these types of land development requests?		
<b>Recommended Action :</b> For discussion purposes referencing the following three links: FLUM Map: <a href="http://maps.palmcoastgov.com/Ex_FlexViewer_PropRec/">http://maps.palmcoastgov.com/Ex_FlexViewer_PropRec/</a> Comp Plan: <a href="http://docs.palmcoastgov.com/residents/comprehensive-plan/chapter%206%20coastal%20and%20conservation%20management%20element%202035%20gops.pdf">http://docs.palmcoastgov.com/residents/comprehensive-plan/chapter%206%20coastal%20and%20conservation%20management%20element%202035%20gops.pdf</a> LDC: <a href="https://library.municode.com/fl/palm_coast/codes/land_development_code?nodeId=PACOUNLA_DECO_CH10ENCUREPR">https://library.municode.com/fl/palm_coast/codes/land_development_code?nodeId=PACOUNLA_DECO_CH10ENCUREPR</a>		

## City of Palm Coast, Florida Agenda Item

Agenda Date: January 24, 2019

<b>Department</b>	PLANNING	<b>Amount</b>
<b>Item Key</b>	5912	<b>Account</b>
		<b>#</b>
<b>Subject</b>	LANDSCAPE TREE PROTECTION	
<b>Background :</b>	<p>The following question was raised by one of the BEAC committee members: When a site plan requires the clearing of land with major tree canopy does the City get any tree mitigation money so the City can plant trees somewhere else?</p>	
<b>Recommended Action :</b>	<p>For discussion purposes only referencing the following link: <a href="https://library.municode.com/fl/palm_coast/codes/land_development_code?nodeId=PACOUNLADECO_CH11TRPRLABUIR">https://library.municode.com/fl/palm_coast/codes/land_development_code?nodeId=PACOUNLADECO_CH11TRPRLABUIR</a></p>	