



**City of Palm Coast
Minutes
Beautification and
Environmental Advisory
Committee**

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

**Chair Mary Vasilevsky
Vice Chair Sabrina Rinaldi
Committee Member Robert Branin
Committee Member Kevin Saint
Committee Member Ronald Silvers**

Thursday, July 28, 2022

5:00 PM

City Hall - Community Wing

- Public Participation shall be in accordance with Section 286.0114 Florida Statutes.
- Public comment on issues on the agenda or public participation shall be limited to 3 minutes.
- Other matters of concern may be discussed as determined by Committee during the meeting.
- If you wish to obtain more information regarding the agenda, please contact the City Clerk's Office at 386-986-3713.
- In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons needing a reasonable accommodation to participate in any of these proceedings or meeting should contact the City Clerk at 386-986-3713, at least 48 hours prior to the meeting.
- It is proper meeting etiquette to silence all electronic devices, including cell phones while meeting is in session.
- The City of Palm Coast is not responsible for any mechanical failure of recording equipment.
- Any person who decides to appeal any decision with respect to any matter considered at this meeting will need a record of the proceedings, and for such purpose, may need to hire a court reporter to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Vice Chair Rinaldi called the July 28, 2022 Beautification and Environmental Advisory Committee (BEAC) meeting to order at 5:00pm.

ROLL CALL AND DETERMINATION OF A QUORUM

Present and responding to roll call were the following:

Ronald Silvers
Sabrina Rinaldi
Robert Branin

Absent

Mary Vasilevsky
Kevin Saint

APPROVAL OF MEETING MINUTES

1 MEETING MINUTES OF THE APRIL 28, 2022 AND THE JUNE 23, 2022 BEAUTIFICATION AND ENVIRONMENTAL ADVISORY COMMITTEE MEETINGS

Pass

**Motion made to approve as presented made by Committee Member Branin
and seconded by Committee Member Silvers**

**Approved - 3 - Committee Member Ronald Silvers, Vice Chair Sabrina Rinaldi,
Committee Member Robert Branin**

PUBLIC HEARING/ACTION ITEMS

2 REVIEW OF CHAPTER 10 OF THE LAND DEVELOPMENT CODE

Mr. Ray Tyner, Deputy Chief Development Officer, introduced this evening's guests, Carmelo Morales, Storm Water Engineer III, and Dennis Leap, Site Development Manager and gave a background regarding Chapter 10 of the Land Development Code (LDC).

Chair Vasilevsky arrived at 5:08pm.

Ms. Jordan Myers, CRS, Environmental Planner, reviewed the checklist for a Subdivision Master Site Plan, which is a document that is available to an applicant to ensure all documents are provided at the time of submittal. Both Mr. Morales and Mr. Leap gave a brief description of their responsibilities on the Master Site Plan review and how a Master Site Plan is comparable to a 10,000 ft. view of the project.

Mr. Tyner addressed the BEAC members and briefly explained the different reviewers including the review process for Ms. Myers who looks at the Environmental, Flood Plain, Wetlands impacts of a Subdivision Master Site Plan project.

Ms. Myers next showed the BEAC members the Technical Site Plan checklist (extremely detailed submittal), which could follow the Subdivision Master Plan application. The Technical Site Plan provides all technical aspects of the plan, grading, storm water calculations, access points to the project, parking requirements, etc. Mr. Morales discussed that the City has a Master Storm Water Plan for the entire City and it is shared with a project's engineers. Mr. Morales also commented that St. Johns River Water Management District (SJRWMD) and Department of Environmental Protection (DEP) may also review plans based on certain criteria. Mr. Leap discussed the process for reviewing grading (including the building grading) and intersection of roads to avoid flooding, as well as piping (size and volume) on the project. Mr. Leap listed several areas that he reviews including if the project has more than 50 lots - the project requires a secondary access. He also mentioned the following items are reviewed for a Technical Site Plan, lighting pole locations and photometric plan, required sidewalk throughout the project. Mr. Leap discussed the reviews for a Preliminary Plat including legal reviews and 2nd Party reviews. Chair Vasilevsky

asked if the finished floor elevation is shown on the plans for each home. Mr. Leap stated that the finished floor elevations are reviewed by a number of reviewers at the time the building permit is submitted for the individual plots. Chair Vasilevsky asked about the time limit for the building to start construction after a preliminary plat is approved. Mr. Tyner stated that a Development Order is issued once approved and it is good for 1 year. It does have an option for up to a 2-year extension leaving a 3-year period for a Development Order. Mr. Leap discussed the Preliminary Plat approval, most developers start construction and then apply for a Final Plat which results in limited amount of the development that needs to be bonded.

Mr. Silvers asked for clarification from Mr. Morales on the new code of 1 foot above Base Flood Elevations when you have a newer home next to an ICC home. Chair Vasilevsky asked about "recourse" for a newer home that is built next to an older home. Mr. Morales discussed the various options for this scenario to avoid flooding one's neighbor. Mr. Tyner discussed the zoning regulations regarding setbacks help to protect the stormwater and utilities easements. Mr. Leap discussed how sometimes things look good on paper and they don't work when construction begins and sometime the solutions are easy but sometime, they are not. During inspections these issues come to light and City staff will work with the contractors to adjust the plans to ensure compliance with our code.

Ms. Myers discussed Chapter 10 - Environmental section of the Land Development Code (LDC) and a copy of the chapter has been provided to each of the BEAC members. Ms. Myers stated that on a regular ITT platted lot we do not regulate wetlands in response to a question from Chair Vasilevsky. Ms. Myers and Mr. Tyner answered some questions about the effects of the how the water moves through the wetlands and the methodology for determining the wetland quality. Ms. Myers explained that a Flood Plain Elevation certificate (1' above base level elevation) is required for any existing ITT Platted lot that is creating construction in a flood plan. She further stated that no new unplatted construction can be added to the flood plan. Ms. Myers discussed the floodway (fast moving water) section of the code and how the City protects the lands around the two Floodways in the City: Big Mullberry Branch and Bulow to help prevent flooding within the City. Mr. Tyner and Ms. Myers discussed the Hewlett Branch purchase of lands to help in the maintenance of this area and to help prevent flooding. Ms. Myers discussed the City's Class 4 rating within the CRS program and that it helps save our Citizen's on their Flood Insurance rates. This rating is based on the City's treatment of the floodplains and floodways. Ms. Myers discussed the limitation of critical facilities to be developed in a floodplain unless they get FEMA certificate that shows the parcel is no longer in the floodplain. Ms. Myers discussed the wellfield limitation involving the 500 ft. setback and stormwater flows outside of the wellhead zone. Ms. Myers discussed the Listed Species requirements found in the LDC Chapter 10. Ms. Myers discussed Bearsmart Community Principles are usually added to Master Planned Developments (MPD). Mr. Tyner discussed cultural resources section of the LDC Chapter 10 and the history of the Palm Coast Park Development of Regional Impact and Town Center Development of Regional Impact.

Mr. Tyner stated that during next month's BEAC meeting, staff will cover Chapter 11 of the LDC - Landscape Chapter and he will invite our Landscape Architect, Richard Picatagi to the August 25th meeting.

Ms. Myers provide the BEAC members with a copy of our annual floodplain mailer for the members to review at their leisure.

Vice Chair Rinaldi handed the gavel to Chair Vasilevsky @ 6:32pm.

Received and Filed

PUBLIC COMMENT

Chair Vasilevsky opened the meeting to public comment at 6:31pm and seeing no one approach the podium she closed this meeting to public comment at 6:32pm.

COMMITTEE AND STAFF DISCUSSION

Vice Chair Rinaldi gave a reminder about the dedication of Turtle #17 at Mala Campra Park on Friday, August 5, 2022 @10am.

Vice Chair Rinaldi gave a reminder about the Citywide Cleanup on Sunday, July 31, 2022 @ 8am where the public will meet at Public Works, 1 Wellfield Drive.

ADJOURNMENT

Motion made that the meeting be adjourned by Mr. Silvers and the motion was seconded by Vice Chair Rinaldi. The meeting was adjourned at 6:35pm.

*Respectfully Submitted by:
Irene Schaefer, Recording Secretary*

Pass

Motion made to approve made by Committee Member Silvers and seconded by Vice Chair Rinaldi

Approved - 3 - Committee Member Ronald Silvers, Vice Chair Sabrina Rinaldi, Committee Member Robert Branin