



# City of Palm Coast

## Agenda

### City Council Workshop

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

**Mayor Michael Norris**  
**Vice Mayor Theresa Pontieri**  
**Council Member Charles Gambaro**  
**Council Member Ty Miller**  
**Council Member David Sullivan**

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**Tuesday, May 13, 2025**

**4:00 PM**

**City Hall - Jon Netts Community Wing**

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#### City Staff

**Lauren Johnston, Acting City Manager**

**Marcus Duffy, City Attorney**

**Kaley Cook, 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 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.
- City Council Meetings are streamed live on YouTube at <https://www.youtube.com/@PalmCoastFL>.
- It is proper meeting etiquette to silence all electronic devices, including cell phones while Council is in session.
- Any person who decides to appeal any decision of the City Council 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.

#### **A CALL TO ORDER**

#### **B PLEDGE OF ALLEGIANCE TO THE FLAG AND A MOMENT OF SILENCE**

#### **C ROLL CALL**

#### **D PUBLIC PARTICIPATION**

Public Participation shall be held in accordance with Section 286.0114 Florida Statutes. And pursuant to the City Council's Meeting Policies and Procedures:

- (1) This agenda item has a thirty (30) minute limit.
- (2) Each speaker shall at the podium, provide their name and may speak for up to 3 minutes.
- (3) The Public may provide comments to the City Council relative to matters not on the agenda at the times indicated in this Agenda. Following any comments from the public,

there may be discussion by the City Council.

(4) Public speakers may address their comments to the Council as a whole, the Mayor, or to an individual Council Member

(5) When addressing the City Council on specific, enumerated Agenda items, speakers shall:

(a) make their comments concise and to the point;

(b) not speak more than once on the same subject;

(c) not, by speech or otherwise, delay or interrupt the proceedings or the peace of the City Council;

(d) obey the orders of the Mayor or the City Council; and

(e) not make any irrelevant, impertinent or slanderous comments while addressing the City Council; which pursuant to Council rules, shall be considered disorderly.

(6) Any person who becomes disorderly or who fails to confine his or her comments to the identified subject or business, shall be cautioned by the Mayor and thereafter must conclude his or her remarks on the subject within the remaining designated time limit.

Any speaker failing to comply, as cautioned, shall be barred from making any additional comments during the meeting and may be removed, as necessary, for the remainder of the meeting.

Members of the public may make comments during the public comment portion of the meeting. Please be advised that public comment will only be permitted during the public comment portions of the agenda at the times indicated by the Chair during the meeting.

## **E PRESENTATIONS**

- 1 PRESENTATION - TRAFFIC CALMING PLAN**
- 2 PRESENTATION - SALTWATER CANAL UPDATE**
- 3 PRESENTATION - UPDATE FROM THE RESIDENTIAL DRAINAGE CITIZENS ADVISORY COMMITTEE**
- 4 PRESENTATION - COMMUNITY DEVELOPMENT RESIDENTIAL SITE INSPECTORS**
- 5 PRESENTATION - COMMERCIAL VEHICLES**
- 6 PRESENTATION - RESIDENTIAL EXTERIOR COLORS**
- 7 PRESENTATION - BACKYARD CHICKENS**
- 8 PRESENTATION - CHARTER REVIEW**
- 9 DISCUSSION - CITY MANAGER SEARCH**

**F PUBLIC PARTICIPATION**

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

**G DISCUSSION BY CITY COUNCIL OF MATTERS NOT ON THE AGENDA**

**H DISCUSSION BY CITY ATTORNEY OF MATTERS NOT ON THE AGENDA**

**I DISCUSSION BY CITY MANAGER OF MATTERS NOT ON THE AGENDA**

**J ADJOURNMENT**

**10 AGENDA WORKSHEET AND CALENDAR**

## City of Palm Coast, Florida Agenda Item

**Agenda Date:** May 13, 2025

<b>Department</b>	CONSTRUCTION MANAGEMENT & ENGINEERING	<b>Amount</b>
<b>Division</b>	ENGINEERING	<b>Account #</b>
<b>Subject:</b> PRESENTATION - TRAFFIC CALMING PLAN PRESENTATION		
<b>Presenter:</b> Vineesh Crawford, Traffic Engineer I, Consultant		
<b>Attachments:</b> <ul style="list-style-type: none"><li>1. Presentation</li><li>2. Traffic Calming Plan Report</li><li>3. Resident Correspondence</li></ul>		
<b>Background:</b> <p>Staff will present a traffic calming plan based on the pilot study and survey results.</p>		
<b>Recommended Action:</b> <b>FOR PRESENTATION ONLY</b>		

## City of Palm Coast, Florida Agenda Item

**Agenda Date:** May 13, 2025

<b>Department</b>	CONSTRUCTION MANAGEMENT & ENGINEERING	<b>Amount</b>
<b>Division</b>		<b>Account #</b>
<b>Subject:</b>	PRESENTATION - SALTWATER CANAL UPDATE	
<b>Presenter:</b>	Carmelo Morales, Stormwater Engineer III	
<b>Attachments:</b>	1. Presentation	
<b>Background:</b>	City Staff will present Council with an update regarding the Saltwater Canal Project.	
<b>Recommended Action:</b>	FOR PRESENTATION ONLY	

# City of Palm Coast, Florida

## Agenda Item

**Agenda Date:** May 13, 2025

<b>Department</b>	STORMWATER MANAGEMENT UTILITY	<b>Amount</b>
<b>Division</b>		<b>Account #</b>
<b>Subject:</b>	PRESENTATION - UPDATE FROM THE RESIDENTIAL DRAINAGE CITIZENS ADVISORY COMMITTEE	
<b>Presenter:</b>	Donna Stancel, Chair of the Residential Drainage Citizen Advisory Committee	
<b>Attachments:</b>	1. Presentation	
<b>Background:</b>	<p>The Residential Drainage Citizens Advisory Committee was formed in February 2024 (Resolution 2024-33). The primary objective of the Committee included investigating residential flooding issues caused by new construction, potential solutions, and possible funding opportunities.</p> <p>This presentation will provide an update to City Council on the activities of the Committee to date and discuss future actions.</p>	
<b>Recommended Action:</b>	FOR PRESENTATION ONLY	

# City of Palm Coast, Florida

## Agenda Item

**Agenda Date:** May 13, 2025

<b>Department</b>	COMMUNITY DEVELOPMENT	<b>Amount</b>
<b>Division</b>	BUILDING DIVISION	<b>Account #</b>
<b>Subject:</b> PRESENTATION - COMMUNITY DEVELOPMENT RESIDENTIAL SITE INSPECTORS		
<b>Presenter:</b> Patrick Buckley – Chief Building Official		
<b>Attachments:</b> <ol style="list-style-type: none"><li>1. Presentation</li><li>2. Final Lot Grading &amp; Drainage Certificate</li><li>3. COPC Technical Manual Revisions</li></ol>		
<b>Background:</b> <p>The City has embarked upon process changes related to residential stormwater plan review and inspections. The process changes include reorganization of a portion of the Stormwater &amp; Engineering Department via transfer of six stormwater plan review and inspection staff to a new Division within Community Development – Residential Site Development. The six FTEs include five Residential Site Inspectors and one Engineering Technician - plans examiner. The work unit performs site plan reviews and inspections for one- and two-family dwellings related to stormwater and right-of-way (ROW) standards and regulations contained in the Palm Coast Municipal Code, Land Development Code and COPC Technical Manual – Engineering Design Standards. Other process changes include:</p> <ul style="list-style-type: none"><li>• <b>Changes to Site Plans for Stormwater Design</b> – Process changes include a new requirement for Lot Grading &amp; Drainage Plans prepared by Florida licensed Professional Engineers, creating stand-alone Grading and Drainage Plans separate from Site Plans and shifting work away from Surveyors to Professional Engineers (P.E.s).</li><li>• <b>Changes to Stormwater Plan Review and Inspections</b> – Plan review will focus on review of Grading &amp; Drainage Plans to ensure P.E.s are providing a design based on criteria contained in City codes and standards. Inspections will focus on spot checking Lot Grading &amp; Drainage Certificates with actual “as-built” conditions and compliance with thirty-four checklist compliance items.</li><li>• <b>Lot Grading &amp; Drainage Certificates</b> – At conclusion of the final lot grading and installation of landscaping, the P.E. who designed the Lot Grading &amp; Drainage Plan confirms the as-built conditions match the Lot &amp; Grading &amp; Drainage Plan, provides a completed checklist indicating compliance with thirty-four different criteria and provides a certification statement in accordance with the Florida Administrative Code 61G15-18.011 – certifying the engineering services provided through the design of the Lot Grading &amp; Drainage plan and completion of the Final Lot Grading &amp; Drainage</li></ul>		

Certificate conforms to the applicable standards of practice.

**Changes to Plan Review and Inspections / Efficiencies / Service Levels** – Plan review turnaround times for Form Board Surveys and Final Lot Grading Certificates are 1 and 2 days respectively. Where appropriate, shared inspection responsibilities between Residential Site Inspectors and Building Inspectors.

**Recommended Action:**  
**FOR PRESENTATION AND DISCUSSION**



## City of Palm Coast, Florida Agenda Item

**Agenda Date:** May 13, 2025

<b>Department</b>	COMMUNITY DEVELOPMENT	<b>Amount</b>
<b>Division</b>	CODE ENFORCEMENT	<b>Account #</b>
<b>Subject:</b> PRESENTATION - COMMERCIAL VEHICLES		
<b>Presenter:</b> Barbara Grossman, Code Enforcement Manager		
<b>Attachments:</b> 1. Presentation		
<b>Background:</b>  At the City Council meeting on January 7, 2025, City Council requested staff provide an overview of the Commercial Vehicle Code.		
<b>Recommended Action:</b> <b>FOR PRESENTATION ONLY</b>		

# City of Palm Coast, Florida

## Agenda Item

**Agenda Date:** May 13, 2025

<b>Department</b>	COMMUNITY DEVELOPMENT	<b>Amount</b>
<b>Division</b>	PLANNING AND CODE ENFORCEMENT	<b>Account #</b>
<b>Subject:</b> PRESENTATION - RESIDENTIAL EXTERIOR COLORS		
<b>Presenter:</b> Tracey Doak, Zoning Supervisor and Barbara Grossman, Code Enforcement Manager		
<b>Attachments:</b> <ol style="list-style-type: none"><li>1. Presentation</li><li>2. Draft Ordinance</li></ol>		
<b>Background:</b> <p>At the City Council Workshop on January 14, 2025, City Council directed staff to draft an ordinance removing all Light Reflective Value (LRV) restrictions for residential exterior colors, except for the existing banned colors. The attached ordinance reflects these proposed changes. Previously, City Council requested the Planning and Land Development Regulation Board (PLDRB) and the Beautification and Environmental Advisory Committee (BEAC) review the proposed revisions. This item presents the recommendations from the PLDRB and BEAC for City Council's consideration.</p> <p><b>Summary of the February 27, 2025 BEAC Meeting</b></p> <p>The Palm Coast Beautification and Environmental Advisory Committee (BEAC) reviewed the City Council's proposed ordinance amending exterior residential color regulations. Following discussion, the BEAC reached a <b>2-2 split vote</b>, meaning no formal recommendation was made. The two dissenting votes were not necessarily against the ordinance but opposed its approval <b>without additional conditions</b> regarding specific red tones.</p> <p><b>Findings from BEAC Review:</b></p> <ul style="list-style-type: none"><li>• <b>Expansion of Allowable Colors</b> – The proposed ordinance removes most restrictions on residential exterior colors, allowing all colors except fuchsia, purple, magenta, and orange. The intent is to provide homeowners with greater flexibility in exterior paint choices.</li><li>• <b>Discussion on Additional Color Restrictions</b> – Some committee members proposed further prohibiting certain red shades (reds lacking visible brown tones) due to concerns over bright, governmental, or warning-style colors. However, defining these colors objectively remained a challenge.</li><li>• <b>Public Engagement &amp; Neighborhood Character</b> – Committee members discussed findings from the <b>2050 Comprehensive Plan outreach</b>, which indicated that</li></ul>		

residents generally preferred maintaining their neighborhood character. There was no strong public demand for a broader range of exterior colors.

- **Enforcement & Code Clarity** – Concerns were raised regarding the enforceability of color restrictions, particularly given variations in color names across manufacturers. Some members questioned whether the City should regulate aesthetics rather than focusing on health and safety concerns.
- **Role of Light Reflectance Value (LRV)** – The proposed ordinance does not incorporate LRV restrictions, which were previously discussed as a way to regulate brightness and intensity.

**BEAC Recommendation:**

- **Votes in Favor of Approval (2):** Members who supported adopting the ordinance as written, without additional restrictions.
- **Votes Against (2):** Members who wanted to **include additional prohibited colors** (specific shades of red).

Because of the **2-2 split vote**, the BEAC did not provide a formal recommendation for approval or denial. However, the opposition was based on the desire for additional conditions, not outright rejection of the ordinance.

**Summary of the February 19, 2025 PLDRB Meeting**

The Palm Coast Planning and Land Development Regulation Board (PLDRB) reviewed the City Council's proposed ordinance amending exterior residential color regulations. Following discussion, the PLDRB voted unanimously (7-0) to **recommend denial** of the ordinance, citing conflicts with the Comprehensive Plan and concerns about enforcement, neighborhood character, and lack of public demand. A summary of the Findings from PLDRB include the following:

**Findings from PLDRB Review:**

- **Incompatibility with the Comprehensive Plan** – The proposed ordinance contradicts **Comprehensive Plan Goal 1.1**, which emphasizes preserving the character of residential communities. The majority of developed lots (35,000 out of 45,000) have followed the existing regulations, and changing the ordinance would not be in the best interest of the established neighborhoods.
- **Existing Comprehensive Plan and Land Development Code Provisions Already Address Color Regulations** – **Policy 1.1.1.5.3(C)** explicitly grants the City the authority to establish standards for color, reinforcing that the current regulations are already aligned with the Comprehensive Plan's intent.
- **Lack of Supporting Data** – PLDRB members emphasized that throughout the year-long community engagement process for the **2050 Comprehensive Plan**, there was no public request for more vibrant or varied exterior colors. Instead, feedback consistently reflected a desire to maintain the existing character of the existing community. They noted that residents did not express interest in creating a more colorful or varied aesthetic, comparing such a shift to a "Disneyland" effect, which

was not in line with the community's vision.

- **Concerns Over Enforcement & Consistency** – Board members highlighted that the ordinance lacks clarity on enforceability, especially given the variations in color names across manufacturers. They expressed concerns that passing the ordinance would **not** resolve existing issues with code enforcement.
- **Potential Legal & Administrative Issues** – The broad scope of the proposed changes could create future legal challenges and complicate regulatory oversight. PLDRB members argued that any future modifications should be more limited and specific.

**PLDRB Recommendation:**

The PLDRB voted **7-0 to recommend denial** of the proposed ordinance, citing its lack of consistency with the Comprehensive Plan, lack of public demand, enforcement challenges, and legal concerns. However, PLDRB members continue to be amenable to allowing more variety of colors.

**Recommended Action:**

**FOR PRESENTATION AND DISCUSSION**

## City of Palm Coast, Florida Agenda Item

**Agenda Date:** May 13, 2025

<b>Department</b>	COMMUNITY DEVELOPMENT	<b>Amount</b>
<b>Division</b>	CODE ENFORCEMENT	<b>Account #</b>
<b>Subject:</b> PRESENTATION - BACKYARD CHICKENS		
<b>Presenter:</b> Barbara Grossman, Code Enforcement Manager		
<b>Attachments:</b> 1. Presentation		
<b>Background:</b>  At a recent City Council meeting, Council requested staff provide an overview on Backyard Chickens.		
<b>Recommended Action:</b> <b>FOR PRESENTATION ONLY</b>		

## City of Palm Coast, Florida Agenda Item

**Agenda Date:** May 13, 2025

<b>Department</b>	CITY ADMINISTRATION	<b>Amount</b>
<b>Division</b>		<b>Account #</b>
<b>Subject:</b> PRESENTATION - CHARTER REVIEW		
<b>Presenter:</b> Marcus Duffy, City Attorney		
<b>Attachments:</b> 1. Presentation		
<b>Background:</b>  As requested by City Council, Mr. Duffy will provide information and recommendations related to a Charter Review.		
<b>Recommended Action:</b> <b>FOR PRESENTATION</b>		

# City of Palm Coast, Florida

## Agenda Item

**Agenda Date:** May 13, 2025

<b>Department</b> CITY ADMINISTRATION <b>Division</b>	<b>Amount</b> <b>Account #</b>
<b>Subject:</b> DISCUSSION - CITY MANAGER SEARCH	
<b>Presenter:</b> Renina Fuller, Director of Human Resources	
<b>Attachments:</b> <ol style="list-style-type: none"><li>1. Brochure</li><li>2. Advertisement</li></ol>	
<b>Background:</b> <p>At the May 6, 2025, City Council Business Meeting, the City Council requested that staff provide the Council with the previous advertisement and brochure used in the recent City Manager Search.</p> <p>Staff is seeking direction from City Council on the educational requirements for the new advertisement and approve the budget for advertising costs.</p> <p>Advertisement Sites:</p> <ul style="list-style-type: none"><li>• International City/County Managers Association \$450</li><li>• Florida City/County Management Association – Bachelors Degree required, 30 day posting unless there is a closing date.</li><li>• National League of City \$330</li><li>• Florida Association of Counties Job Recruitment Services \$150 for 60 days</li><li>• Careers in Government \$275</li><li>• American Public Power Association \$350</li><li>• American Public Works Association \$495</li><li>• Government Jobs \$199 for 60 days</li><li>• LinkedIn Free – or \$3,000 to highlight the position</li><li>• Indeed Free – or \$3,000 to highlight the position</li></ul>	
<b>Recommended Action:</b> <b>FOR DISCUSSION AND DIRECTION</b>	