



**LAND DEVELOPMENT REGULATION ADVISORY BOARD (LDRAB)  
LANDSCAPE SUB-COMMITTEE**

**JANUARY 14, 2016 AGENDA**

**2300 NORTH JOG ROAD, CONFERENCE ROOM VC-2E-12 – 2ND FLOOR  
1:00 PM – 2:00 PM**

**A. CALL TO ORDER**

1. Additions, Substitutions and Deletions to Agenda
2. Motion to Adopt Agenda

**B. REVIEW MINUTES FROM SUBCOMMITTEE MEETING (ATTACHMENTS #1)**

1. **JULY 15, 2015**
2. **AUGUST 17, 2015**
3. **SEPTEMBER 28, 2015**
4. **OCTOBER 26, 2015**
5. **NOVEMBER 13, 2015**

**C. REVIEW VEGETATION PROTECTION RECOMMENDATIONS FROM SUBCOMMITTEE  
(ATTACHMENT #2 & #3)**

**D. REVIEW OF EXISTING ALTERNATIVE LANDSCAPE PLAN (ALP) AND PROPOSED CODE AMENDMENT  
(WILL DISCUSS AT MEETING)**

**E. LANDSCAPE - TECHNICAL MANUAL, TITLE 4, LANDSCAPE (ATTACHMENT #4)**

**F. SUMMARY OF TODAY'S DISCUSSION**

**G. FUTURE MEETING TOPICS**

**H. ADJOURN**



**LAND DEVELOPMENT REGULATION ADVISORY BOARD (LDRAB)**  
**LANDSCAPE SUB-COMMITTEE MINUTES**

JULY 15, 2015  
2300 NORTH JOG ROAD, CONFERENCE ROOM VC-2E-12 – 2ND FLOOR  
9:00 AM – 10:00 AM

**A. CALL TO ORDER**  
**9:05 AM**

**1. Introduction of Members, Staff and Interested Parties**

**Subcommittee Members:** Terrence Bailey

**Industry/public:** Joni Brinkman, Jay Bridge, Michelle Duchene, Susan Lerner, Mary Jo Agerston, Jeff Brophy, Angela Biagi, Dylan Roden, Ben Dolan, Gladys DiGirolamo, Dylan Roden, Joanne Davis, Kris Sawicki, Eddy Viera, Drew Martin

**County Staff:** Jon MacGillis, Maryann Kwok, Barbara Pinkston, Rodney Swonger, George Galle, Jon Powers, Bob Kraus, Bonnie Finneran, John Reiser, Laurie Albrecht, Carl Bengtson

**2. Additions, Substitutions and Deletions to Agenda:**

There were no additions, substitutions or deletions to the agenda.

**B. REVIEW SUMMARY FROM 5-20-2015 SUBCOMMITTEE MEETING**  
POSTPONED

**C. VEGETATION PRESERVATION AND PROTECTION**

ERM and Zoning staff gave overviews of their respective processes and responsibilities and explained the following:

- 25% relocation can be accomplished via DRO
- Trees that can't be preserved must be mitigated
- Pre-meetings should be scheduled to ensure preservation and mitigation initiatives are understood by staff and developers
- Tree surveys should be submitted
- Site Inspections should be conducted to determine whether or not trees are viable and can be relocated

The group discussed issues related to a “disconnect” between the landscape architects that prepare the plans and the construction personnel in the field. This “disconnect” results in trees slated for preservation being cut down. Industry explained that owners / developers are often hesitant to preserve / mitigate trees because of the expense. There is also no guarantee that the trees will remain viable. ERM staff advised that a penalty requiring the installation of double the amount of trees is assessed when trees are cut down in error.

The group expressed that additional steps via coordination with other agencies should be considered to ensure trees are preserved.

Staff will schedule meetings with agencies involved with clearing and vegetation preservation to coordinate efforts and processes to ensure trees are appropriately preserved, mitigated, or relocated (whichever is applicable). It was suggested that the tree survey be superimposed on the site plan at time of submittal. This would allow alternative site designs that incorporate existing trees at an early stage in the review process. The tree survey requirements will be included in the Technical Requirements Manual, and methods for tagging trees will be explored.

**D. DISCUSSION ON ALTERNATIVE LANDSCAPE PLAN (ALP) AMENDMENTS IN 2015-02 ROUND**

A form soliciting input from attendees was distributed. The form is to be returned to staff prior to the next meeting in August for consideration in the proposed amendments.

**F. ADJOURN**

The meeting adjourned at 10:00 a.m.

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**LAND DEVELOPMENT REGULATION ADVISORY BOARD (LDRAB)**  
**LANDSCAPE SUB-COMMITTEE MINUTES**

AUGUST 17, 2015  
2300 NORTH JOG ROAD, CONFERENCE ROOM VC-2E-12 – 2ND FLOOR  
9:00 AM – 10:30 AM

**A. CALL TO ORDER**  
**9:05 AM**

**1. Introduction of Members, Staff and Interested Parties**

**Subcommittee Members:** Terrence Bailey

**Industry/public:** Eddy Viera, Collene Walter, Drew Martin

**County Staff:** Maryann Kwok, Barbara Pinkston, Rodney Swonger, George Galle, Jon Powers, Dylan Battles, Carl Bengtson

**2. Additions, Substitutions and Deletions to Agenda:**

There were no additions, substitutions or deletions to the agenda.

**B. UPDATE ON 7-15-2015 SUBCOMMITTEE MEETING DISCUSSION**

**C. REVIEW DRAFT ALTERNATIVE LANDSCAPE PLAN (ALP), WAIVER AND VARIANCE AMENDMENT LANGUAGE - SUMMARY**

The group discussed the differences between ALPs, Variances, and Waivers. It was recommended that each item is sufficiently defined to ensure that the appropriate procedure will be utilized. Also discussed were shortages of plant materials which may affect a developer's ability to find plan material that meets ULDC requirements. The shortage is a result of the economic downturn which lessened the demand for these materials. This in turn makes it difficult to meet "grades and standards" as required by the ULDC.

The group also examined an artificial grass sample and discussed whether or not it should be allowed in lieu of natural grass. The group discussed cons such as lifting and paint stains that would have a negative aesthetic impact. It was decided that the artificial material could be used in limited areas subject to Type 1 Waiver approval. These areas would be internal to the site and would include interior landscape islands.

In addition a table including the various sections of Article 7 and the manner in which relief from those standards could be granted. The options included: Type I Waiver; Type II Waiver; and Variances. A great deal of flexibility was included during the last round of amendments to Article 7. As a result the majority of the standards included options without requiring any additional relief. It was decided that the Type II Waiver should be excluded from the table. The revised table will be incorporated into the proposed amendments.

**D. NEXT MEETING TOPIC**

The next meeting will be held in September and the topic will be site clearing / vegetation removal

**F. ADJOURN**

The meeting adjourned at 10:40 a.m.

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**LAND DEVELOPMENT REGULATION ADVISORY BOARD (LDRAB)**  
**LANDSCAPE SUB-COMMITTEE MINUTES**

SEPTEMBER 28, 2015  
2300 NORTH JOG ROAD, CONFERENCE ROOM VC-1E-60– 1ST FLOOR  
9:00 AM – 10:00 AM

**A. CALL TO ORDER**

**9:05 AM**

**1. Introduction of Members, Staff and Interested Parties**

**Subcommittee Members:**

**Industry/Public:** Dan Siemsen, Dylan Roden, John Reiser, Eddy Viera, Collene Walter, Leo urban, Drew Martin, Gladys DiGirolamo

**County Staff:** Maryann Kwok, Barbara Pinkston, Rodney Swonger, George Galle, Jon Powers, Mark Godwin, Carl Bengtson

**2. Additions, Substitutions and Deletions to Agenda**

**B. STAFF RECOMMENDATIONS / ACTIONS TO ENSURE REQUIRED PRESERVATION**

The group discussed several methods that would ensure the preservation of vegetation. It was suggested that the 25% set aside be delineated on the plat. It was also recommended that a condition of approval be added requiring the issuance of permits for barricades for trees slated for preservation be required. These permits would be issued prior to certain land development activities to reduce the potential impact and damage to the trees. The barricades would be inspected by the Building Division to ensure they are installed properly.

Also discussed was a template that would be utilized to identify trees and other plant material. Industry expressed concerns that the template could create potential legal concerns. Instead they preferred to provide the information needed on a plan while utilizing their own format.

Discussion was had regarding the importance of planting trees in native soil to ensure continued viability and growth promotion. Proposed standards should also include expanded drainage statements to ensure the ground is no too wet for the trees post development.

In general the group requested that Land development be more involved throughout the process as it relates to preservation.

**C. NEXT MEETING TOPIC - ALP**

**F. ADJOURN**

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**LAND DEVELOPMENT REGULATION ADVISORY BOARD (LDRAB)**  
**LANDSCAPE SUB-COMMITTEE MINUTES**

OCTOBER 26, 2015  
2300 NORTH JOG ROAD, CONFERENCE ROOM VC-2E-12– 2ND FLOOR  
9:00 AM – 10:30 AM

**A. CALL TO ORDER**  
**9:15 AM**

**1. Introduction of Members, Staff and Interested Parties**

**Subcommittee Members:**

**Industry/Public:** Eddy Viera, Collene Walter, Leo Urban, Drew Martin, Gladys DiGirolamo, Stu Fischer

**County Staff:** Maryann Kwok, Barbara Pinkston, Rodney Swonger, George Galle, Jon Powers, Carl Bengtson

**2. Additions, Substitutions and Deletions to Agenda**

**B. REVIEW OF PROPOSED AMENDMENTS**

The group walked through the proposed amendments that had been previously discussed. Those amendments included clarifications to the following areas of Article 7: Types of Plans; Artificial Plants; Ground Treatment; and Landscape in Easements.

The majority of the meeting was spent discussing changes to the draft originally prepared by Staff related to the ALP. The original chart that included items that could be modified by utilizing: Type 1 Waivers, Type II Waivers, Type II Variances, or an ALP was changed. The group reviewed the new Table and language that in some cases considers the ALP as a supporting document for a waiver or variance. In other cases the ALP could be utilized on its own without the other processes depending on the circumstances. The group reviewed the revised: Purpose and Intent, Approval Process, Application Requirements, Allowable Modifications, and Review Standards.

Attendees were asked to review the documents and provide comments prior to our next meeting.

**C. NEXT MEETING TOPIC - ALP**

**F. ADJOURN – 10:30**

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**LAND DEVELOPMENT REGULATION ADVISORY BOARD (LDRAB)**  
**LANDSCAPE SUB-COMMITTEE MINUTES**

NOVEMBER 13, 2015  
2300 NORTH JOG ROAD, CONFERENCE ROOM VC-2E-12– 2ND FLOOR  
1:00 PM – 2:00 PM

**A. CALL TO ORDER**  
**1:05 PM**

**1. Introduction of Members, Staff and Interested Parties**

**Subcommittee Members:**

**Industry/Public:** Eddy Viera, Collene Walter, Drew Martin, Emily O’Mahoney,

**County Staff:** Maryann Kwok, Barbara Pinkston, Rodney Swonger

**2. Additions, Substitutions and Deletions to Agenda**

**B. FINAL REVIEW OF PROPOSED ALP AMENDMENTS**

Maryann Kwok presented the final proposed ALP language to the group. She explained that she had received excellent feedback on the draft. Based upon that feedback she was able to provide additional clarification and ensure the process is more streamlined. The attendees reviewed the new document and indicated that it achieved the goal of allowing more design flexibility.

**C. ADJOURN – 2:00 PM**

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# EXHIBIT C

## PRESERVATION OF TREES SUMMARY OF AMENDMENTS

1 Part 1. ULDC Art. 2.G.4.N.2, Jurisdiction, Authority and Duties [Related to Zoning Director]  
2 (page 87 of 87), is hereby amended as follows:

3 CHAPTER G DECISION MAKING BODIES

4 Section 4 STAFF OFFICIALS

5 N. Zoning Director

6 2. Jurisdiction, Authority and Duties

7 In addition to the jurisdiction, authority and duties which may be conferred upon the Zoning  
8 Director by other provisions of PBC Code, the Zoning Director shall have the following  
9 jurisdictions, authority and duties under this Code:

10 ....

- 11 i. to review and approve or deny applications for Adequate Public Facilities (Concurrency);  
12 ~~and~~  
13 j. to revoke or suspend, if necessary, any development order or permit, including a special  
14 permit, which was issued in violation of this Code-; and,  
15 k. to oversee the preservation and maintenance of vegetation not covered under the  
16 provisions of Art. 14, Environmental Standards, through design review, conditions of  
17 approval and inspections.  
18

19  
20 Part 2. ULDC Art. 7.D.2, Trees (page 19 of 50), is hereby amended as follows:

21 CHAPTER D GENERAL STANDARDS

22 Section 2 Trees

23 ....

24 E. Preservation of Trees

- 25 1. The Zoning Director shall have the authority to require the preservation of vegetation on-site  
26 that is not covered under Article 14.C, Vegetation Protection, subject to the following  
27 provisions:  
28 a. Applications submitted for new or modified development proposals shall use the most  
29 applicable plan to identify existing vegetation proposed to be:  
30 1) Preserved and incorporated into the site design;  
31 2) Relocated on-site; and,  
32 3) Relocated off-site.  
33 b. A Tree Survey may be required as part of the approval of the application for sites that  
34 support significant vegetation, in order to ensure the final site design incorporates the  
35 maximum number of trees.  
36 2. The Zoning Director shall have the authority to condition the approval of the development  
37 order to incorporate existing vegetation into the site design.

38 [Renumber Accordingly.]  
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Notes:

Underlined indicates new text.

~~Stricken~~ indicates text to be ~~deleted~~. ~~Stricken and italicized~~ means text to be totally or partially relocated. If being relocated destination is noted in bolded brackets [Relocated to: ].

*Italicized* indicates text to be relocated. Source is noted in bolded brackets [Relocated from: ].

.... A series of four bolded ellipses indicates language omitted to save space.

**Vegetation Protection  
Subcommittee Tasks  
7-15-15 Meeting**

Task	Lead	Recommendations	Date of Competition
<p>Meeting with Building, Zoning, and Land Development on coordination of issuance of permits to ensure Pre-Vegetation Inspections</p>	<p>Zoning-Barbara</p>	<p><b>STAFF RECOMMENDATIONS / ACTIONS TO ENSURE REQUIRED PRESERVATION</b></p> <p>The group discussed several methods that would ensure the preservation of vegetation. It was suggested that the 25% set aside be delineated on the plat. It was also recommended that a condition of approval be added requiring the issuance of permits for barricades for trees slated for preservation be required. These permits would be issued prior to certain land development activities to reduce the potential impact and damage to the trees. The barricades would be inspected by the Building Division to ensure they are installed properly.</p> <p>Also discussed was a template that would be utilized to identify trees and other plant material. Industry expressed concerns that the template could create potential legal concerns. Instead they preferred to provide the information needed on a plan while utilizing their own format.</p> <p>Discussion was had regarding the importance of planting trees in native soil to ensure continued viability and growth promotion. Proposed standards should also include expanded drainage statements to ensure the ground is no too wet for the trees post development.</p> <p>In general the group requested that Land development be more involved throughout the process as it relates to preservation.</p>	<p>9-28-15 LDRAB Subcommittee Meeting held to discuss this matter.</p>
<p>Technical Requirement                      . Survey                      . Tagging Trees                      .Current size of tree to save 2.5 bhd</p>	<p>Zoning/ERM</p>	<p>ERM and the LS Inspectors have improved their coordinated efforts regarding vegetation issues. Standardized submittal requirements for Vegetation protection. Amended the Zoning General Application to require applicant to identify vegetation protection on site, submit Tree Survey and proved finished grade.</p> <p>Also, in Winter 2016 updates to the Tech Manual will be finalized to address changes to the process for Preservation and Protection, submittal of Tree Surveys on start template, Tree Tabular Data and Tree Deposition Plan</p>	<p>Reviewed and Implemented new internal procedures for coordination between Zoning and ERM for pre-submittal site inspections, review of Zoning applications for preservation and work toward consistent ERM/Zoning Conditions related to preservation.</p>
<ul style="list-style-type: none"> <li>• ULDC Authority Article 7 Authority for Tree Preservation for DRO Plans or Building Permit</li> <li>• Penalties</li> </ul>	<p>Zoning/ERM-Barbara</p>	<p>The Zoning Director currently does not have the authority to require preservation. That falls under the scope of ERM’s responsibilities. Amending the ULDC in 2015-02 Round to add this to the Zoning Director’s authority to oversee preservation which will not conflict with Article 14 ERM authority. Also give the Zoning Director the authority to impose DRO conditions for preservation.</p> <p>2016 will continue discussion on whether or not new provision need to be added to ULDC regarding fines or whether existing provision or sufficient if consistently enforced by PBC.</p>	<p>2015-02 ULDC Amendment Round for adoption Jan 28, 2016</p>

Attachment 3

## Exhibit E

### CHAPTER B GUIDELINES, LISTS AND MANUALS

Section 1 [Preferred Species List](#)

Section 2 [Pruning Manual](#)

Section 3 [FPL Guidelines](#)

Section 4 [Grades and Standards](#)

Section 5 [Environmental Resources Management – Best Management Practices](#)

### CHAPTER C EXISTING NATIVE TREES AND VEGETATION - PRESERVATION

This Chapter of the Technical Manual corresponds to Art.7.D.5 of the ULDC. For the purpose of this Chapter of the Technical Manual, trees, palms or any types of vegetation that are subject to preservation, mitigation, relocation on-site, relocation off-site and removal are known as **Tree or Trees**. The applicant is recommended to review the Environmental Resources Management Department's Best Management Practices (see above link) for applicable requirements or guidelines.

#### Section 1 [Tree Disposition Plan \(Template\)](#)

The Tree Disposition Plan is prepared based on the information from a Tree Survey. The Tree Disposition Plan shall include a Tree Tabular identifying the following information for each existing native or specimen Trees:

- Tag # - Assign a number to each Tree;
- Tree Species - common or botanical name;
- DBH – crown spread or diameter at 4.5 feet above grade or grey wood;
- ERM Tree – trees that are under the jurisdiction of ERM pursuant to Art.14
- Zoning Tree – trees that are under the jurisdiction of Zoning pursuant to Art.7
- Disposition –
  - Preserve (could be ERM and/or Zoning Trees);
  - Relocate on site (trees to remain but to be relocated within site, could be ERM and/or Zoning Trees);
  - Relocate off site (trees to be relocated to a site designated by ERM, could be ERM and/or Zoning Trees);
  - Mitigate on site (ERM trees. Trees are to be removed and trees are mitigated on the site using Table 7.D.2.E, Tree Credit and Replacement);
  - Mitigate off-site (ERM trees. Trees are to be removed and trees are mitigated off site using Table 7.D.2.E, Tree Credit and Replacement. ERM must designate a location for the off-site mitigated trees);

Date Article was Merged 1/12/2016

1

- o Replace on site (Zoning trees. Trees are to be removed and trees are replaced on the site using Table 7.D.2.E, Tree Credit and Replacement.

**Example of Tree Disposition Plan – Tree Schedule**

Tag#	Tree Species	DBH	ERM Tree	Zoning Tree	Proposed Disposition	ERM Mitigation Tree Count	Zoning Replacement Tree Count	Mitigation/Replacement Tree Location	Notes
1	Live Oak	14"	Yes	NA	Preserve	NA	NA	NA	Tree Barricade(See Condition of Approval)
2	Royal Palm	10'	NA	Yes	Replace on-site	NA	1	East Incompatibility Buffer Location 1	
3	Sabal Palm	12'	Yes	NA	Relocate on-site	NA	NA	West ROW Buffer Location 2	
4	Pine	8"	Yes	NA	Mitigate on-site	2	NA	Lake #2	Mitigated with different species
5	Pine	13"	Yes	NA	Mitigate on-site	3	NA	Lake #2	Mitigated with different species
6	Pine	7"	Yes	NA	Mitigated on-site	2	NA	Lake #2	Mitigated with different species

**Section 2 Tree Tagging**

- All Trees shall be tagged using either a plastic ribbon tying around the tree trunk, or a tag that is nailed to the tree trunk. The numbers shown on each tag shall correspond to the number identified on the approved Tree Tabular, Tree Survey.
- Trees to be preserved, mitigated, relocated on-site, relocated off-site or removed shall be identified using different color plastic ribbon or tag.
- For sites with clear access to trees to be preserved, Staff will accept plastic ribbon fixed to survey lath to delineate larger groupings of trees to be preserved. This is usually done by the environmental consultant.

**Section 3 Tree Barricades**

- Trees to be preserved shall be barricaded with a 3-foot high plastic mesh (orange OSHA) supported by 5-foot long rebar or 2" x 2" wood stakes.
- Trees to be preserved at a lower final grade may be protected with a 24-inch high silt fencing around the preserve areas, and the application of the 3-foot high plastic mesh, if needed.
- Trees to be preserved, but in need of hand clearing within the canopy area, can initially be taped off (to avoid putting up and taking down fencing) and then either mesh and / or the silt fence installed for final protection.
- Trees to be relocated can usually be staked and taped unless the relocation is delayed due to root pruning, then staff will need to inspect to ensure the plastic mesh is installed.