



**AGENDA  
TREE BOARD/BEAUTIFICATION ADVISORY  
COMMITTEE MEETING  
CITY OF ST. AUGUSTINE BEACH  
TUESDAY MAY 5, 2015 7:00 PM.**

City Hall  
2200 A1A South  
St. Augustine Beach, FL 32080

- 
- I. CALL TO ORDER
  - II. PLEDGE OF ALLEGIANCE
  - III. ROLL CALL
  - IV. APPROVAL OF MINUTES OF THE MARCH 17, 2015 REGULAR MEETING AND  
APRIL 2, 2015 SPECIAL MEETING
  - V. TREE BOARD MATTERS
    - A. Review of Enforcement of City's Tree Regulations with Planning Director, Gary Larson
    - B. Review of Arbor Day 2015 and Suggestions for Next Year's Arbor Day
    - C. Update Report by Public Works Director on Implementation of the Urban Forestry Grant and Purchase of Palm Trees for Avenue of Palms Project
    - D. Other Tree Board Matters
  - VI. BEAUTIFICATION ADVISORY COMMITTEE MATTERS
    - A. Review of Proposal to Change Landscaping in Front of Alvin's Island, 3848 State Road A1A
    - B. Discussion of Beautification Projects for 2016
    - C. Discussion of Whether to Recommend City's Participation in the Sustainability Program
    - D. Other Beautification Committee Matters
  - VII. SCHEDULING DATE FOR NEXT MEETING
  - VIII. ADJOURNMENT

**NOTICES:** In accordance with Florida Statute 286.0105 "If any person decides to appeal any decision made with respect to any matter considered at this scheduled meeting or hearing, the person will need a record of the proceedings, and for such purpose the person may need 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

In accordance with the Americans with Disabilities act persons needing a special accommodation to participate in this proceeding should contact the City Manager's Office not later than seven days prior to the proceeding at the address provided, or telephone 904-471-2122, or email [sabadmin@cityofsab.org](mailto:sabadmin@cityofsab.org)

## MEMORANDUM

**TO:** Ann Palmquist, Chairman  
Linda Avery, Vice Chairman  
Tanya Frantzen  
LeaAnn Lombardi  
Joan Muller  
Mary Beth Hutchinson  
Craig Thomson  
Jeanette Smith (Alternate)

**FROM:** Max Royle, City Manager 

**DATE:** April 22, 2015

**SUBJECT:** Information for May 5<sup>th</sup> Meeting

The information below is provided in the same sequence as the topics on the agenda

### 1. Review of Enforcement of Tree Regulations

Attached as pages 6-10 are the City's current tree regulations. Gary Larson, the City's Chief Code Enforcement Officer, has been invited to your meeting to discuss enforcement of the regulations.

### 2 Review of Arbor Day 2015

Hala will be at your meeting, so that you can discuss with her the recent Arbor Day event and what may need to be changed for Arbor Day 2016

### 3 Update Report on Urban Forestry Grant

Mr. Howell will tell you about the implementation of the grant

### 4. Landscaping in Front of Alvin's Island Store

Attached as page 11 is a request from Mr. Steve Edmonds, the owner of Alvin's Island. He wants to speak with you about changing the landscaping in front of Alvin's Island

Also attached (pages 12-13) is a memo from the Public Works Director and a landscape design plan showing the A1A right-of-way on the east side of the Boulevard, opposite the triangle which is south of the Kangaroo convenience store

Mr. Edmonds will be at your meeting to explain his request in more detail and to answer your questions. We ask you to decide what landscaping plan to recommend to the Commission for the right-of-way in front of Alvin's Island

## 5. Sustainability Program

Attached as page 14 is a suggested organizational chart for a sustainability program in the City. We believe this was prepared by Mr. Craig Thomson. Also, Dr. Sandy Bond has sent an email and information (pages 15-20) about what a sustainability program is. Dr. Bond may be at your meeting to discuss what the City needs to do to have such a program.

## 6. Beautification Projects 2016

Now is the time for you to make definite recommendations to the City Commission for the FY 16 budget.

## 7 Scheduling Date for Your Next Meeting

June has five Tuesdays. The only Tuesday the meeting room won't be available for your meeting is June 16<sup>th</sup>, when the Planning Board will meet.

**Minutes of the TREE BOARD/BEAUTIFICATION ADVISORY COMMITTEE MEETING of TUESDAY, MARCH 17, 2015, held at 7:00 p.m. in the City Commission Meeting Room at City Hall, 2200 State Road A1A South, St. Augustine Beach, Florida, 32080.**

**I. CALL TO ORDER**

Chairman Ann Palmquist called the meeting to order at 7:00 p.m.

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

Present: Chairman Ann Palmquist, Vice-Chairman Linda Avery, Tanya Frantzen, LeaAnn Lombardi, Mary Beth Hutchinson, Craig Thomson, City Manager Max Royle, Public Works Director Joe Howell, Assistant Public Works Director Ken Gatchell, Event Coordinator Hala Laquidara Recording Secretary April Haskins.

Absent: Joan Muller; Jeanette Smith.

**IV. APPROVAL OF MINUTES OF TREE BOARD/BEAUTIFICATION ADVISORY COMMITTEE MEETING OF WEDNESDAY, JANUARY 14, 2015**

Chairman Palmquist **MADE A MOTION TO APPROVE THE MINUTES OF THE TREE BOARD/BEAUTIFICATION ADVISORY COMMITTEE MEETING OF WEDNESDAY, JANUARY 14, 2015.** The motion was seconded by Ms. Avery and passed 6-0 by unanimous voice-vote.

**V. ELECTION OF CHAIRMAN AND VICE CHAIRMAN FOR 2015**

Ms. Lombardi nominated Vice Chairman Avery for Chairman. Ms. Avery declined the nomination. Ms. Hutchinson made a motion that the Board keep the same officers for 2015. Ms. Palmquist seconded this motion. Mr. Royle declared that by acclamation the officers would remain the same.

**VI. TREE BOARD MATTERS**

**A. Discussion of Preparation of Arbor Day 2015**

Event Coordinator Hala Laquidara gave the Board an update on the plans for Arbor Day 2015. This year there will be twelve exhibitors with interactive displays set up in City Hall parking lot.

Ms. Laquidara discussed with the Board the details of the food and prizes that will be awarded for the poster and poetry contests. She also requested that the Chairman run the activities in the Commission Room so that she would be free to oversee the small meeting room and parking lot.

Vice Chairman Avery stated that she and Ms. Laquidara discussed inviting the exhibitors from this year to return next year for Arbor Day 2016. She also stated that it would be helpful if the City had a set date for Arbor Day each year.

Vice Chairman Avery **MADE A MOTION TO ESTABLISH THE THIRD FRIDAY OF APRIL EACH YEAR AS ARBOR DAY. MS LOMBARI SECONDED THE MOTION.** Chairman Palmquist requested a roll call vote

**Ms. Frantzen: YES  
Ms. Hutchinson: YES  
Mr. Thomson: YES  
Ms. Palmquist: YES  
Ms. Avery: YES  
Ms. Lombari: YES**

The Motion passed 6-0.

**B. Update by Public Works Director on Implementation of the Urban Forestry Grant**

Mr. Howell updated the Board on the trees that the City has ordered with the Urban Forestry grant.

**C. Other Tree Board Matters**

Mr. Thomson began a discussion with the Board regarding the Tree Ordinance.

Mr. Thomson **MADE A MOTION TO INVITE MR. GARY LARSON, THE BUILDING OFFICIAL TO THE NEXT REGULAR MEETING TO DISCUSS INTERPERTATION AND ENFORCEMENT OF THE TREE ORDINANCE.** The motion was seconded by Ms. Lombari.

Chairman Palmquist called for a roll call vote.

**Ms. Hutchinson: YES  
Ms. Lombari: YES  
Mr. Thomson: YES  
Ms. Frantzen: YES  
Ms. Avery: YES**

THE MOTION PASSED 6-0.

**VII. BEAUTIFICATION ADVISORY COMMITTEE MATTERS**

**A. Mr. Thomson requested that there be a change in the agenda and that item Discussion of Projects for Fiscal Year 2016 Budget**

Projects cannot be decided at this time until the FY 2016 budget has been approved by the Commission.

Mr. Thomson requested that Mr. Gatchell provide a presentation at the next regular scheduled meeting pertaining to the Avenue of Palms. The Board discussed planting twenty more palm trees at various locations to be determined after Mr. Gatchell's presentation.

**Mr. Thomson MADE A MOTION THAT THE BOARD PURCHASE AND PLANT TWENTY ADDITIONAL PALM TREES ON THE AVENUE OF PALMS.**

**Ms. Lombardi MADE A MOTION TO AMEND MR. THOMSON'S MOTION TO USE ANY EXCESS FUNDS THAT MAY BE AVAILABLE FROM THE BIKE PATH PROJECT THAT HAS BEEN PREVIOUSLY APPROVED BY THE COMMITTEE FOR THE PURCHASE AND PLANTING OF ADDITIONAL PALMS.**

Chairman Palmquist called for a roll call vote on the Amendment to the Motion.

**Ms. Lombardi: YES  
Mr. Thomson: YES  
Ms Palmquist: YES  
Ms. Avery: YES  
Ms. Hutchinson: YES**

THE MOTION PASSED 6-0.

Chairman Palmquist called for a roll call vote on the Motion as Amended

**Ms. Lombardi: YES  
Mr. Thomson: YES  
Ms Palmquist: YES  
Ms. Avery: YES  
Ms. Hutchinson: YES**

THE MOTION PASSED 6-0.

**B. Discussion of Presentation of Beautification Awards for 2015**

This item was not discussed.

**C. Update Report on Placement of Educational Signs Along Bike Paths**

This item was not discussed.

**D. Discussion of Developing Nature Walk in Ocean Hammock Park**

This item was not discussed

**E. Discussion of Projects for Fiscal Year 2016 Budget**

This item was moved up on the agenda.

**F. Other Beautification Matters**

There were no other Beautification Matters.

**VIII. SCHEDULING DATE FOR NEXT MEETING**

The Tree Board/Beautification Advisory Committee agreed to hold a special meeting to finalize Arbor Day plans on Thursday, April 2, 2015, at 6:00 p.m. at City Hall.

The Tree Board/Beautification Advisory Committee agreed to hold its next regular on May 5, 2015, at 7:00 p.m. at City Hall.

**IX. ADJOURNMENT**

The meeting was adjourned at 9:15 p.m.

\_\_\_\_\_  
Chairman

ATTEST:

\_\_\_\_\_  
City Manager



**Minutes of the TREE BOARD/BEAUTIFICATION ADVISORY COMMITTEE SPECIAL MEETING THURSDAY, APRIL 2, held at 7:00 p.m. in the Meeting Room Meeting Room at City Hall, 2200 State Road A1A South, St. Augustine Beach, Florida, 32080.**

**I. CALL TO ORDER**

Chairman Ann Palmquist called the meeting to order at 6:00 p.m.

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

Present: Chairman Ann Palmquist, Vice-Chairman Linda Avery, Tanya Frantzen, , Mary Beth Hutchinson, Craig Thomson, LeaAnn Lombardi, City Manager Max Royle, Event Coordinator Hala Laquidara Recording Secretary April Haskins.

Absent: Joan Muller; Jeanette Smith.

**IV. ARBOR DAY MATTERS:**

**a. Discussions Concerning Winners of Poster and Poetry Contests**

The members selected the Winners of the Poster Contest as:

1<sup>st</sup> Place: Bridget Conner

2<sup>nd</sup> Place: Sofie Foit

3<sup>rd</sup> Place: Bridget Herod

Due to Spring Break and testing there were no entries for the Poetry Contest. Ms. Laquidara offered to contact other schools for entries.

**b. Other Arbor Day Matters**

Ms. Laquidara went over the rest of the plans for Arbor Day with the Board.

**IX. ADJOURNMENT**

The meeting was adjourned at 7:30 p.m.

ATTEST.

\_\_\_\_\_  
Chairman

\_\_\_\_\_  
City Manager

#### **Sec. 5.00.00. - Purpose.**

The purpose of this article is to establish those resources or areas of a development site that must be protected from harmful effects of development. A developer must apply the provisions of this article to a proposed development site before any other development design work is done. Application of the provisions of this article will divide a proposed development site into areas that may be developed and areas that must generally be left free of development activity. The proposed development should then be designed to fit within the areas that may be developed.

*(Ord. No. 91-7, § 2)*

#### **Sec. 5.01.00. - Trees.**

##### **Sec. 5.01.01. - Removal of trees.**

- A. It shall be unlawful for any person, organization, or corporation or any agent or representative thereof, directly or indirectly, to cut down, destroy, remove or move, or effectively destroy through damaging any existing appropriate index tree that is six (6) inches or larger in diameter (Diameter breast height, "DBH") without first obtaining a Tree Removal Permit.
- B. Removal of a tree includes any act which will cause a tree to die or decline, including but not limited to damage inflicted upon the root system by heavy machinery, changing the natural grade within the dripline of the tree, damage, including fire damage, inflicted on the tree. Loss (removal) of a tree caused by severe decline but not death shall be measured by the loss of thirty-three (33) percent or more of the canopy and branches during a period up to five (5) years following the damage. Severe pruning resulting in the removal of thirty-three (33) percent or more of the canopy and branches is also considered removal. Seasonal variation in leaf coverage will be taken into account.
- C. No authorization for the removal of a protected tree shall be granted unless the property owner or developer demonstrates the reason for removal of trees and is in accordance with the submitted site plan. All existing index trees designated as remaining in their original placement as a part of the landscape plan shall be protected during construction and land clearing from permanent damage to any part of the tree including roots, trunk and canopy. A property owner or developer shall follow the guidelines for protecting existing trees during construction and land clearing provided in the tree and landscape manual.
- D. There is hereby adopted the St. Augustine Beach Tree and Landscape Manual, a copy of which shall be on file in the office of the city manager and in the office of the director of planning and zoning.
- E. Exotic invasive. Any species of tree or plant defined as a "Category 1" pest plant by the Florida Exotic Pest Plant Council (EPPC) or invasive plant list by the Institute of Food and Agricultural Sciences of the University of Florida shall be removed upon development of the site and cannot be used in the landscaping of the site.
- F. Any tree removal request, except an individual residential site with an existing residential structure, shall include a site diagram indicating the location of the tree on the site in relation to infrastructure and other trees to be removed and preserved, the size (diameter) of the tree, the

condition (health and structure) of the tree, and the genus and species of oak tree not just the genus, for example, not "oak" but "live oak" (*Quercus virginiana*) or "laurel oak" (*Quercus laurifolia*). The tree condition shall be evaluated in writing by an ISA Certified Arborist.

(Ord. No. 91-7, § 2; Ord. No. 03-13, § 1, 7-7-03; Ord. No. 08-07, § 1, 5-5-08)

#### **Sec. 5.01.02. - Conditions for tree removal.**

- A. The city building official shall issue the permit for removal of a tree if one of the following reasons for removal is found to be present:
  - 1. The tree is diseased, injured, in danger of falling or is endangering existing structures, utility services or creates unsafe vision clearance; or
  - 2. Removal of the trees is necessary to construct proposed improvements in order to comply with a final development order issued pursuant to section 12.02.04 or 12.02.10 hereof; or
  - 3. The presence of the tree will cause a substantial likelihood of structural damage to a building.
  - 4. The tree is located in an area where a structure or improvement may be placed in accordance with other development provisions in the City Code, and retention of the trees and such that no reasonable economic use can be made of the property without removal of the tree, and the tree cannot be reasonably relocated on or off the property because of its age or size.
  - 5. The tree or tree cluster is less than twenty (20) inches DBH, is located within the primary building pad, primary roof line, primary foundation line, swimming pool and swimming pool patio pad, or the portion of the driveway within fifteen (15) feet of the garage or carport entrance and these structures cannot be relocated.
  - 6. It is found to be in the interest of the general public's health, safety and welfare that the tree or trees be removed.
  - 7. The tree is not one that is designated as a historic tree.
  - 8. The tree is not providing habitat to legislatively designated endangered or protected bird species during nesting season even though the tree meets the criteria of this section.
- B. Any tree removal shall be in compliance with the St. Augustine Beach Urban Forestry Standards and Specifications Manual.
- C. When issuing a permit, the city building official shall base the permit decision on the opinion of the city arborist. Should the city not have a city arborist, the city building official may require the applicant for a permit to submit a written opinion from a certified arborist for consideration by the city building official.
- D. The fee for obtaining a permit for removal of a tree shall be as set forth by resolution of the city commission. The fee shall also include an amount for the services of the city arborist, when applicable.
- E. As part of the application for a permit, the applicant shall certify that the applicant has read, understands and agrees to comply with the St. Augustine Beach Urban Forestry Standards and Specifications Manual.

(Ord. No. 91-7, § 2; Ord. No. 98-11, § 1, 6-1-98; Ord. No. 08-07, § 2, 5-5-08; Ord. No. 10-04, § 1, 5-3-10)

#### **Sec. 5.01.03. - Replacement.**

- A. Trees removed under the provisions of Sec. 5.01.01, Removal of trees, shall be replaced as follows: One (1) DBH inch for each DBH inch removed or a fee in lieu thereof shall be paid. Replacement trees shall be of a size three (3) inches or greater and shrubs shall follow the American National

Standards Institute "ANSI" A300 (PART 6)-2005 Transplanting Standards. Plant materials used in conformance with the provisions of this Code, shall conform to the Standard for Florida No. 1 or better as given in Grades and Standards for Nursery Plants, State of Florida, Department of Agriculture and Consumer Services, Tallahassee. Fees collected in lieu of replacement shall be placed in a fund for a tree bank. Such fees are established as follows:

1. *Individual single-family residential lots:*
  - a. Five-inch to less than ten-inch DBH, twenty-five dollars (\$25.00) per inch removed.
  - b. Ten-inch to less than twenty-inch DBH, fifty dollars (\$50.00) per inch removed.
  - c. Twenty-inch to less than thirty-inch DBH, seventy-five dollars (\$75.00) per inch removed.
  - d. Thirty-inch and greater DBH, one hundred dollars (\$100.00) per inch removed.
2. *All other developments:*
  - a. Four-inch to less than eight-inch DBH, fifty dollars (\$50.00) per inch removed.
  - b. Eight-inch to less than fifteen-inch DBH, one hundred dollars (\$100.00) per inch removed.
  - c. Sixteen-inch to less than twenty-four-inch DBH, one hundred twenty-five dollars (\$125.00) per inch removed.
  - d. Twenty-five-inch and greater DBH, one hundred fifty dollars (\$150.00) per inch removed.
  - e. Where the removed tree is a Sabal palmetto (cabbage Palm or sabal Palm), it shall be replaced by one-foot clear trunk of like palm species for each clear trunk foot removed, or by one (1) three-inch DBH replacement tree for each three (3) or fraction thereof palms removed, or, in lieu of replacement, a fee of fifteen dollars (\$15.00) per clear trunk foot removed shall be collected. Sabal palms less than five-foot clear trunks shall be valued at seventy-five dollars (\$75.00).
  - f. Index trees removed illegally without a permit are subject to a three to one (3:1) replacement, i.e., three (3) inches replacement for each one (1) inch removed, or fees payable to the tree bank in subsections A.1. and 2., above, will be tripled.
  - g. The city manager, or his or her designee, may waive the requirements for replacement described in this section under one (1) or more of the conditions listed in section 5.01.02, conditions for tree removal.
- B. In respect to removal of trees to allow construction of improvements on property, and as a condition to granting of a permit, replacement shall be required of only those trees located outside of the footprint of the building and paved driveway or parking areas to be constructed; provided, however, that replacement shall be required of trees located within the footprint of the building and paved driveway or parking area to the extent that the lot or lots for which a permit is sought shall fail to meet the minimum requirements set forth below. The applicant, however, shall not be required to replace such trees if credits allowed for trees which are preserved meet the following minimum requirements:
  1. Minimum six (6) credits for lots of under ten thousand (10,000) square feet in area.
  2. Minimum twelve (12) credits for lots of ten thousand (10,000) square feet in area.
  3. One (1) additional credit for every one thousand (1,000) square feet in excess of ten thousand (10,000) square feet of lot area.
- C. Credit for trees.
  1. Trees which are replaced shall received credit against landscape requirements according to

the following schedule:

*Juvenile trees:* Between one and one-fourth (1¼) inches and two (2) inches in caliper at six (6) inches above ground: ½ credit.

*Small trees:* Between two (2) inches and six (6) inches in caliper at six (6) inches above ground: 1 credit.

*Medium trees:* Between six (6) inches and twelve (12) inches in caliper at six (6) inches above ground: 2 credits.

2. Trees which are preserved shall receive credit against the landscape requirements according to the following schedule:

*Large trees:* Greater than twelve (12) inches but less than twenty-four (24) inches DBH: 4 credits.

*Large trees:* Greater than twenty-four (24) inches DBH: 5 credits.

*Medium trees:* Between six (6) inches and twelve (12) inches DBH: 2 credits.

*Small trees:* Between two (2) inches and six (6) inches DBH: 1 credit.

- D. The owner of any lot within the city that does not have at least one (1) index tree in the front setback area as a condition for the issuance of a building permit for any structure on such lot shall be required to plant one (1) index tree no less than three (3) inches DBH. Any tree planted shall be classified as moderately to highly salt tolerant. Recommended species for replacement are found in the Replacement Tree List and Landscape Manual, Section 5.01.04. Protection of root structure of index and specimen trees.

(Ord. No. 91-7, § 2, Ord. No. 99-16, § 1, 10-4-99; Ord. No. 03-13, § 2, 7-7-03; Ord. No. 08-07, § 3, 5-5-08)

#### **Sec. 5.01.04. - Reserved.**

#### **Editor's note—**

Section 4 of Ord. No. 08-07, adopted May 5, 2008, deleted § 5.01.04, protection of root structure of index and specimen trees, and relocated said provisions to the St. Augustine Beach Tree and Landscape Manual, on file in the office of the city clerk.

#### **Sec. 5.01.05. - After-the-fact permits.**

- A. Any person who shall remove a tree without first having applied for and received a permit therefor as required by section 5.01.01.B. of these Land Development Regulations, shall within thirty (30) days after notice by the building official, apply for and obtain an after-the-fact permit for each tree removed. The fee for each permit shall be five hundred dollars (\$500.00) to offset the cost to the city of investigation and enforcement of the city's ordinances relating to tree removal and landscaping plus the appropriate fee in lieu of replacement in section 5.01.03.A.1. and 2. Failure to obtain a permit within thirty (30) days after service of notice, unless stayed as hereafter provided, shall constitute a continuing violation of this ordinance and shall subject the violator to a fine of up to two hundred fifty dollars (\$250.00) for the first day and five hundred dollars (\$500.00) for each day thereafter, to be levied by the local code enforcement board as authorized by general law. The determination by the building official that a tree has been removed without a permit may be appealed to the comprehensive planning and zoning board within thirty (30) days after service of the notice.

- B. Notice of the requirement to obtain an after-the-fact permit shall be given by the building official to the owner of the property upon which the removed tree shall have been located as shown by the most recent tax rolls of St. Johns County by hand delivery or by certified mail addressed to the owner at the address as shown by such tax rolls. In the event that removal of the tree shall appear to have been done in conjunction with the construction of an improvement for which a building permit has been issued, such notice may be given by certified mail to the owner as shown by the building permit or notice of commencement.
- C. An appeal taken within thirty (30) days of the service of the notice given by the building official shall stay the requirements of obtaining an after-the-fact permit until there has been a final determination of the comprehensive planning and zoning board. The planning and zoning board shall only have authority to determine if the after-the-fact permit is required pursuant to the provisions of this section. In the event the comprehensive planning and zoning board shall determine that a permit is required, it may, upon a showing of good cause, make a recommendation to the city commission that the fee for the after-the-fact permit be reduced. The granting of a reduction of the fee for the after-the-fact permit by the city commission shall be a matter of legislative grace by the city commission and not as a matter of right.
- D. The issuance of an after-the-fact permit, as herein required, shall not relieve the owner of the property upon which a removed tree shall have been located from the requirement of replacement or compliance with the landscaping provisions of these Land Development Regulations.

*(Ord. No. 02-07, § 1, 7-1-02; Ord. No. 08-07, § 5, 5-5-08)*

#### **Sec. 5.01.06. - Tree maintenance.**

Pruning standards for all tree work done in the city shall follow American National Standards Institute (ANSI) A300, part 1 "pruning standards" as well as ANSI Z133.1-2000 standards for safety. The owner, tenant and their agents including personnel and companies who do the tree work shall be jointly and severally responsible for following these pruning specifications and responsible for tree damage or loss. No topping cuts or lions-tailing cuts (over-lifting) will be permitted.

*(Ord. No. 08-07, § 6, 5-5-08)*

#### **Sec. 5.01.07. - Tree business license.**

- A. Any person or entity engaging in any professional or commercial tree removal or pruning business activity, whether for a fee or otherwise, within the City of St. Augustine Beach, Florida, shall be licensed by applying for a license from the city building department. Even when not providing the service for a fee or in-kind, it shall be presumed that a license is required whenever the person conducting the tree removal or pruning is not the owner or tenant of the property or a relative of the owner or tenant of the property upon which the tree is being removed or pruned.
- B. The fee for becoming licensed as a tree removal or pruning business within the city shall be as set forth by resolution adopted by the city commission.
- C. As part of the application for licensure, each tree removal or pruning business shall certify that the applicant has read, understands and agrees to comply with the St. Augustine Beach Urban Forestry Standards and Specifications Manual.

*(Ord. No. 10-04, § 2, 5-3-10)*

#### **Sec. 5.02.00. - Environmentally sensitive lands.**

##### **Sec. 5.02.01. - General provisions.**

## Max Royle

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**From:** Steve Edmonds [sledmonds@live.com]  
**Sent:** Tuesday, March 31, 2015 1 48 PM  
**To:** Max Royle  
**Subject:** Landscape/ Alvins Island  
**Attachments:** Alvins Island 1.JPG, Alvins Island.JPG

Mr. Royle,

I would like to see if it was possible to remove the first tier of landscaping that is in front of the Alvin's Island Beach Wear Store? As you know we were denied access driveways from Versaggi Drive to enter the Alvin's Island store. Some of the neighbors brought up the fact that visibility was limited at the entrance to the property. I visited the site after the meeting to see for myself. I instantly realized what they were talking about. I have attached some pictures showing the vegetation and how it blocks visibility. It appears to be very counterproductive to have two sets of landscaping one in front of the other. If allowed I would like to remove the landscaping that is currently in the state right of way and replace it with St Augustine sod to match what is already there. I believe this would assist in the visibility to the entrance as well as being more pleasing to the community.

Thank you for your consideration in this matter. If you have any questions please feel free to call me.

Steve Edmonds  
(904) 424-0668

## Max Royle

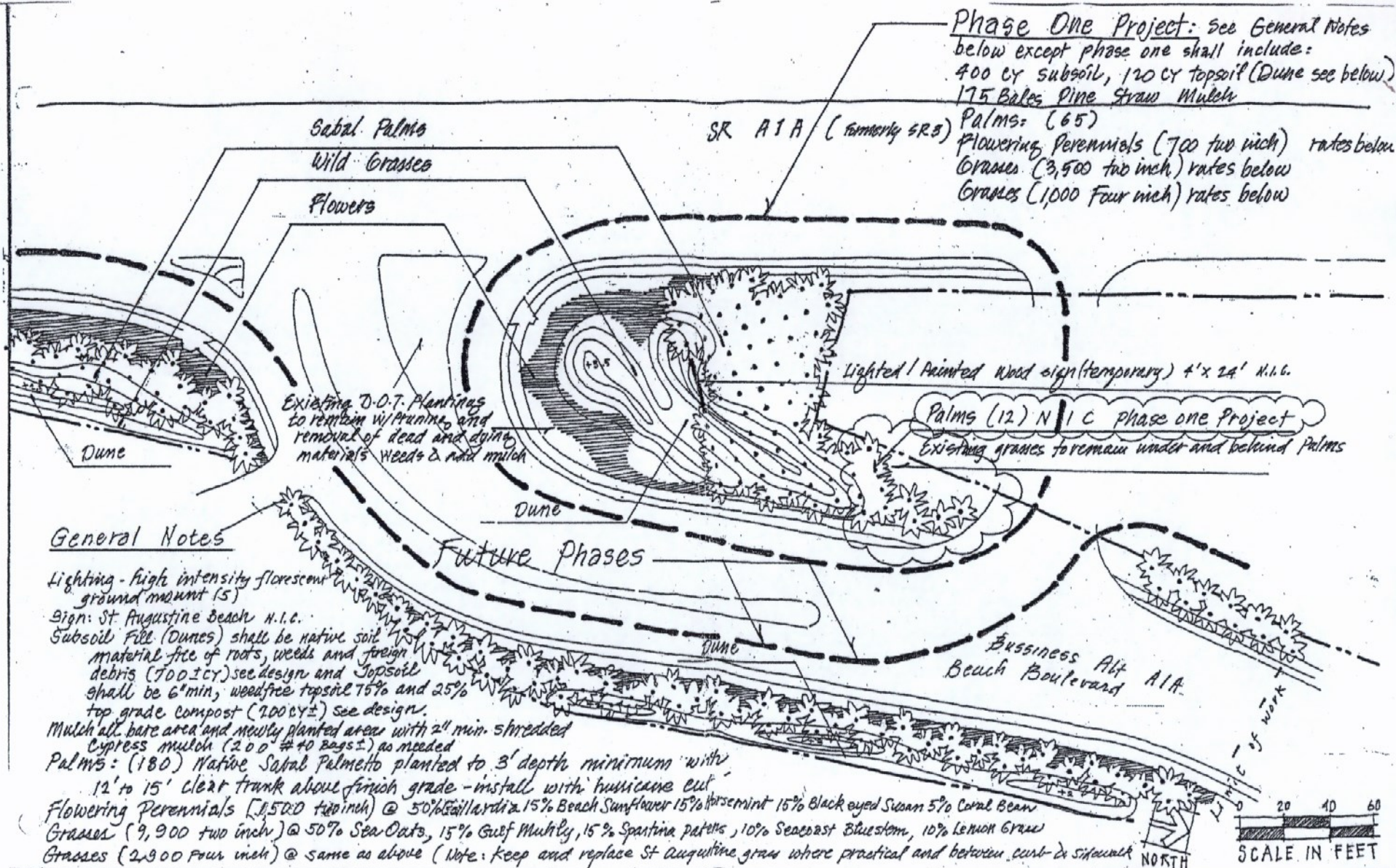
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**From:** Joseph Howell  
**Sent:** Friday, April 17, 2015 11:40 AM  
**To:** Max Royle  
**Subject:** Alvin's Island - Triangle Landscape Plan  
**Attachments:** Triangle Landscape Plan\_pg1.pdf

The plan doesn't show the full length of the R/W in front of Alvin's Island and it shows the grasses behind and under the palms, not in front like at the Triangle. It also shows the landscaping going right up to the property line where there are currently low shrubs along the parking lot. The plan calls for 30 palms and implies that the landscaping would continue to extend further to the south.

Joe Howell, P.E.  
Public Works Director  
City of St. Augustine Beach  
2200 S.R. A1A South  
St. Augustine Beach, FL 32080  
904.471.1119 (w)  
407.590.9956 (c)

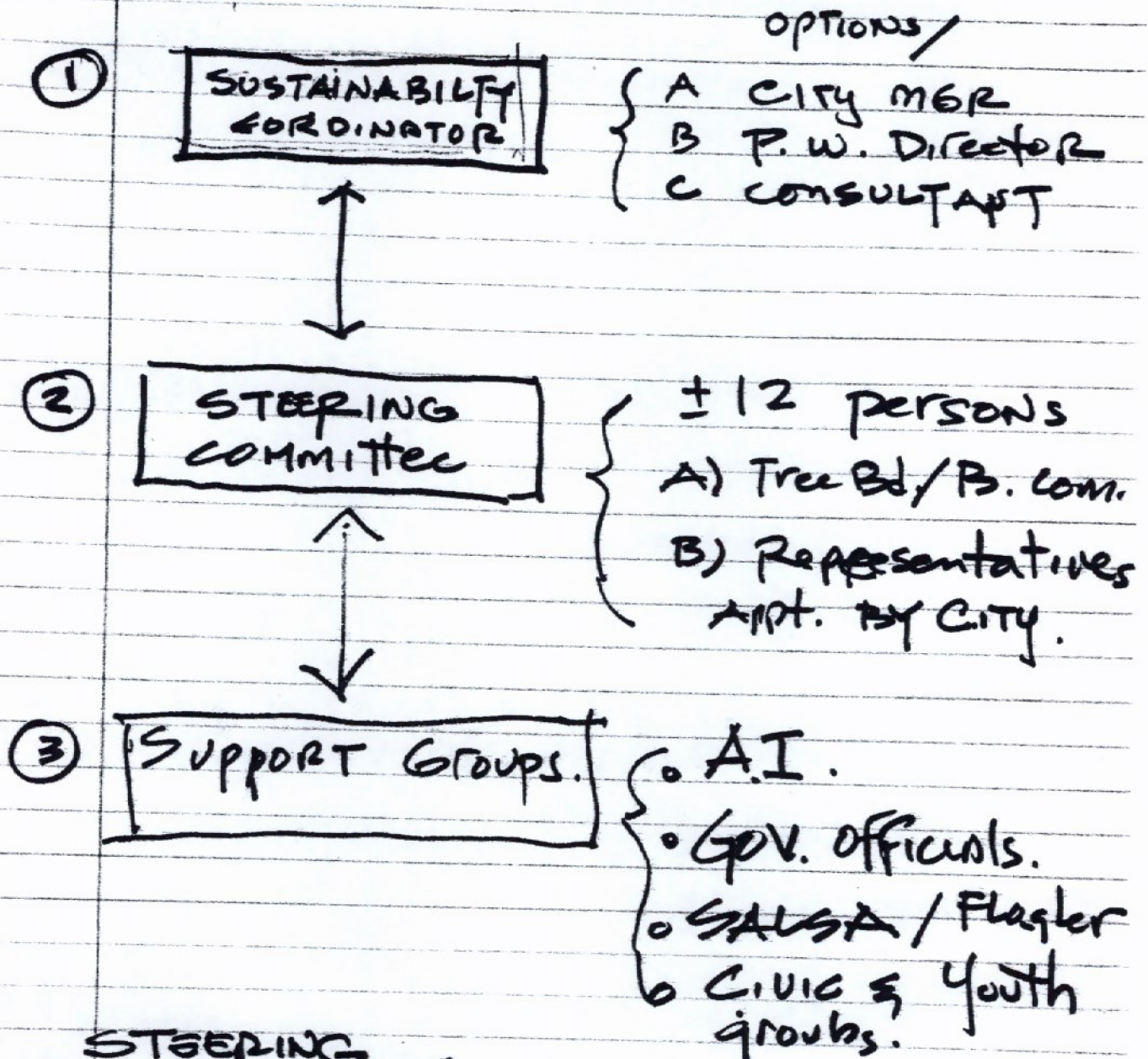






S.C.P.

# ORGANIZATIONAL CHART



STEERING  
MTGS monthly AS PART OF  
Tree Bd/Reactivation Com.

DRAFT: CT. 12/13/14

## Max Royle

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**From:** Sandy Bond [dr\_sandybond@yahoo.com]  
**Sent:** Tuesday, April 14, 2015 10:43 AM  
**To:** Max Royle  
**Cc:** craig Thomson St Augustine, Jesse Howley - Green Drinks  
**Subject:** Re: Letter to BAC  
**Attachments:** Community Rating Tools docx; StAugBeach-Alresponse2April2015 pdf

Dear Max

Yes thanks, I would like the Audubon Sustainable Program on the agenda for me to address any further questions they may have (as suggested at the commission meeting I presented at), and the attached letters sent to all committee members in advance of the 5th May meeting, together with the following:

An agreement was signed by the prior Mayor, George Edward, under the U.S. Conference of Mayors' Climate Protection Agreement: <http://www.usmayors.org/climateprotection/revise/>, that committed the City of St Augustine Beach, to take following three actions:

- Strive to meet or beat the Kyoto Protocol targets in their own communities, through actions ranging from anti-sprawl land-use policies to urban forest restoration projects to public information campaigns;
- Urge their state governments, and the federal government, to enact policies and programs to meet or beat the greenhouse gas emission reduction target suggested for the United States in the Kyoto Protocol -- 7% reduction from 1990 levels by 2012; and
- Urge the U.S. Congress to pass the bipartisan greenhouse gas reduction legislation, which would establish a national emission trading system.

In line with the above commitment, I see this as an opportunity for the city to benefit by becoming more sustainable and would like to somehow help support this effort. Hence my suggestion for the City to take part in the Audubon International Sustainable Communities Program that I presented earlier to the Tree Board/Beautification Committee and City Commission. However, I am not wedded to this particular program, it is just the one that colleague Jesse Howley presented to us at a SALSA meeting, that seemed appropriate. I have since researched other programs and attach the summary of these hereto.

Unfortunately, in my absence to NZ in February, after my presentation, I understand a letter, that I received a copy of, from Dr Pawlowski critiquing Audubon International and their certification program was hand delivered to all the commissioners. I believe the letter was not fully informed so I contacted Joanna Nadeau, Director of Community Programs Audubon International to seek her response to Dr Pawlowski's claims to provide a balanced viewpoint, rather than take one person's opinions at face value. I attach her response that I have also sent to Dr Pawlowski. I would hope that everyone that received a copy of Dr Pawlowski's letter will also receive a copy of the attached letter to ensure everyone is full informed. Perhaps Dr Pawlowski might suggest another program that he thinks would be more appropriate. We would certainly welcome his input and enthusiasm in helping the community to become more resilient (and sustainable) As mentioned above, I have since researched other programs that are available, and attach a summary of this research for the committee's benefit.

Whilst the City may feel they neither have the time nor funds to adopt the Audubon, or similar, program, I believe much can be done at a community level through the involvement of business and community members. A first step suggested by Audubon is a City wide baseline assessment (what the City is currently doing, not doing and areas it might improve in) that includes a survey of residents to assess their environmental awareness and what they would like to see in the community that would help it become a sustainable (environmental, social and economic) distinctive city they love to live, work and play in

I look forward to addressing any further questions the committee may have. The overarching goal is to help the community become a more sustainable, resilient city.

Kind regards

**Dr Sandy Bond**  
Phone: NZ +64 27 266 3033  
USA +1 904 315 0908  
[www.americanvaluationpartners.com/bond.html](http://www.americanvaluationpartners.com/bond.html)

**From:** Max Royle <mroyle@cityofsab.org>  
**To:** Sandy Bond <dr\_sandybond@yahoo.com>

**Sent:** Saturday, 4 April 2015 11:15 AM  
**Subject:** RE: Letter to BAC

Sandy,

The Tree Board/Beautification Advisory Committee's next meeting will be on Tuesday, May 5, 2015, at 7:00 p.m. in the Commission meeting room. If you want to speak to the Board/Committee then, please let me know. Also, please tell me what information you want provided to the Board/Committee in advance of the meeting.  
Max

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**From:** Sandy Bond [mailto:dr\_sandybond@yahoo.com]  
**Sent:** Friday, April 03, 2015 3:48 PM  
**To:** Max Royle  
**Subject:** Re: Letter to BAC

Dear Max

as you may know I have been back from NZ for over a month and would like to get the Audubon certification back on the agenda of the Beautification committee as you suggest. I would also ask that the points Joanna made in the attachment sent out earlier be distributed to give the committee a balanced perspective. I shall ask Joanna to put it on AI letterhead.

Whilst the City may feel they neither have the time nor funds to adopt the Audubon program, I believe much can be done at a community level through the involvement of community members. A first step suggested by Audubon is a City wide baseline assessment (what the City is currently doing, not doing and areas it might improve in) that includes a survey of residents to assess their environmental awareness and what they would like to see in the community that would help it become a sustainable (environmental, social and economic) distinctive city they love to live, work and play in.

I hope that we might move forward in helping make the City a more sustainable city, in whatever way we can.

I look forward to hearing back from you

Kind regards

Sandy

**Dr Sandy Bond**  
Phone: NZ +64 27 266 3033  
USA +1 904 315 0908  
[www.americanvaluationpartners.com/bond.html](http://www.americanvaluationpartners.com/bond.html)

**From:** Max Royle <mroyle@cityofsab.org>  
**To:** Sandy <dr\_sandybond@yahoo.com>  
**Sent:** Monday, 2 March 2015 3:34 PM  
**Subject:** RE: Letter to BAC

Sandy,

Mr. Pawlowski's letter isn't on the Commission's agenda tonight for discussion, as the Commission hasn't decided whether to authorize a Sustainable Communities effort. What you can do is put the AI letter on its letterhead, direct it to the Mayor and Commissioners, have someone sign it, and send it to me electronically, so that I can forward it to the Mayor and Commissioners.

Whether the Mayor or one of the Commissioners will want to discuss Mr. Pawlowski's letter and the AI's response at a future meeting, I can't say. Perhaps when you're back from New Zealand, you can come to a future Beautification Committee meeting and ask them whether they'll support the Sustainable Communities effort in light of Mr. Pawlowski's letter. The Committee's recommendation then could be provided to the Commission at a future meeting. I do think that one of the Committee's members needs to take the lead on the Sustainable Communities effort, if the Commission approves the City's participation, as I don't have the staff to do it.



April 7, 2015

Mayor Samuels and City Commissioners  
Saint Augustine Beach  
2200 AIA South  
St. Augustine, FL 32080

Dear Mayor Samuels and Honorable Commissioners,

In response to questions from BAC committee members, Dr. Sandy Bond, and City Manager Max Royle, we wish to offer St. Augustine Beach staff, elected officials, and interested community members the chance to learn more about Audubon International (AI).

The program being discussed for St. Augustine Beach is Audubon International's Sustainable Communities Program (SCP), which is the first nationwide, third-party certification program to recognize communities who demonstrated leadership in becoming more sustainable. Started as a pilot in 1998 with Eufaula, Alabama, the program has since expanded to its current membership of 20 actively participating communities across the U.S., including the City of Coconut Creek, FL, who is also a Certified Sustainable Community. Three U.S. municipalities have been certified, and another six public sector communities are working towards certification. (See enclosed list of active members)

#### **Our Organization**

- All of AI's programs encourage sustainable natural resource management regarding water, energy, wildlife, native plants, waste, and more. The staff working on each program are specifically qualified for the work they do: e.g. our Green Lodging Program is directed by staff who have expertise in green buildings and the tourism sector.
- The Audubon Cooperative Sanctuary Program (ACSP) for Golf Courses, our largest program, was launched with support from the USGA in 1991, an organization that has been a partner of AI ever since. We have over 21 corporate and nonprofit sponsors and a myriad of partner organizations that help us achieve our mission.
- Audubon International is actively registered to do business in Florida as Audubon Society of New York State, Inc., which is our official name (we do business as Audubon International). [On Sunbiz.org, look for # F03000006148.]

- The organization's name is apparently a point of confusion and concern for one resident. In 1987, the Audubon Society of New York State was born, or perhaps more accurately, reborn. First established nearly 100 years earlier by conservation giants Theodore Roosevelt, Frank Chapman, and John Burroughs, this original Audubon group from New York ceased meeting by the mid-1930s. Nearly five decades later, Ronald G. Dodson re-instated the charter as a 501(c)(3) not-for-profit under a broader banner of environmental education and sustainable resource management. Now, AI works with local Audubon chapters and other similar conservation organizations around the country. Enjoined by several other independent Audubon organizations, we successfully litigated the use of the Audubon Name over 20 years ago. Leadership at National Audubon Society (NAS) and at AI have discussed forging a new relationship between the organizations going forward.
- AI has won awards from the U.S. EPA for our programs' impact on pollution prevention: we were named a "PESP Champion" by the EPA's Pesticide Environmental Stewardship Program (PESP) in 2002, 2003, and 2005. We have been working recently with the EPA's Office of Sustainable Communities on outreach for the Sustainable Communities Program. In 2002, the ACSP won the Most Valuable Pollution Prevention Awards (MVP2) from the National Pollution Prevention Roundtable. We presented a panel at the American Planning Association's national conference last April as one of the Sustainable Communities Division sessions, just the latest in a long line of public presentations about the program. In 2005, AI co-hosted the "Florida Sustainable Communities Summit" in partnership with the University of Florida's Program for Resource Efficient Communities. We can provide an exhaustive list of awards, presentations made, and partnerships on request.
- Audubon International has had extensive positive press about our organization. The referenced piece by Craig Pittman in the St. Petersburg Times in 2000 is an outlier. We can provide an exhaustive list on request.
- The Global Sustainable Tourism Council (GSTC) has sanctioned us. We have not yet pursued accreditation through ANSI, but have been exploring this possibility in the last year.
- As a not for profit we undergo a comprehensive independent financial audit every year. Sunshine laws also allow for access to our finances as matter of public record.
- Many folks can account for their positive experience working with Audubon International. We have six volunteer stewards in Florida, who have experience with our programs and serve as a source of knowledge and on the ground assistance in pursuing certification. Jay Jaxon is a board member and former mayor of Eufaula, AL, who presided during the time that the town went through the AI Sustainable Communities certification. He would be happy to speak with anyone interested about his experience. He can be reached by phone at 334 695 0410 or email.

#### **The Sustainable Communities Program**

- The Sustainable Communities Program was originally developed and is now implemented by AI staff with expertise in community engagement, planning, education, and urban development. Joanna Nadeau (Director of Community Programs), who oversees the program now, holds a M.S. in City Planning from the University of Arizona and is an active member of the American Planning Association. She draws on a decade of experience coordinating and implementing community sustainability programs and supporting natural resource planning in her work with communities at AI. Other staff have extensive experience in land use dispute mediation with

certification from The Lincoln Land Institute and Pace Law Center, and specializes in land municipal/comprehensive planning. Another long-time staff person has worked on many communities from design to construction and management through the Signature Program.

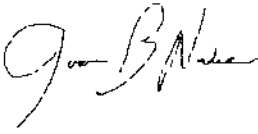
- As it was not widely promoted until 2012, the communities program is AI's smallest program in terms of membership (but largest in the scale of impact for those communities that are certified!). The golf program is often what we are best known for, but it is not all that we do!
- The term "sustainable communities for resiliency" is not one we use when explaining our Sustainable Communities program, but it appears from our research to be a term used by FEMA in terms of their approach to emergency management. AI has not had a presence at natural disaster-focused conferences, mostly because we focus on communities who voluntarily work with us in a planning capacity—we have not worked with a community that is in a disaster-response posture. We have focused on relationships with related agencies through the American Planning Association. However, relationships with FEMA staff and academics in that sector could be very beneficial. We were pleased to learn about FEMA's partnership with EPA to work with communities on resiliency, and we would love to explore how we can work with FEMA on shared goals of sustainable communities.
- AI's sustainable communities concept goes well beyond emergency management, which is just one of the 15 aspects of communities that we work with communities to address to make more sustainable. When the term resilience was used in the presentation referenced, it referred to the benefits of preserving native ecosystems. Ecosystems such as wetlands provide stormwater filtration, flood prevention, and erosion control for example, all of which help communities with resilience to natural disasters. Our programs encourage communities to preserve open space and not disrupt these natural processes through overuse of pesticides, mowing, removal of wetlands or native plants (in favor of turf). We also look at emergency management services in terms of how it uses resources (e.g. fuel use of emergency management vehicles).
- The Sustainable Communities Program is not prescriptive, but instead AI staff and the program handbooks will help provide you information about best practices in community sustainability gathered from our research and work with communities around the country. The requirements are more process-related, and you can see them in the overview packet, page 3-4. Our SCP framework provides an opportunity for the town and residents to define priorities in sustainability and choose projects that will help achieve their goals, with our help and support along the way
- For a community the size of St. Augustine Beach, fees will be:
  - a \$500 annual membership fee,
  - a one-time \$2,500 stage fee for Stage Two (Planning), and
  - travel costs for one or two staff site visits (no more than \$600 each).
  - No additional fees will be charged. (In the past, we have had a different cost model for this program.)

I would be happy to offer a webinar presentation for your community so I can explain the program and answer any additional questions people have.

If the City chooses to pursue the Sustainable Communities certification, I would be pleased to work with you to support local efforts in integrating sustainability more deeply into your community and ensuring St. Augustine Beach is a great place to live, work, and play for the future. Thank you for your interest!

Please contact me if I can provide any further assistance.

Sincerely,

A handwritten signature in black ink, appearing to read "Joanna B. Nadeau". The signature is fluid and cursive, with the first name "Joanna" being more prominent than the last name "Nadeau".

Joanna B. Nadeau  
Director of Community Programs