AGENDA
CITY TREE COMMITTEE
JUNE 2, 2021
10:30 AM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

1. CALL TO ORDER / ROLL CALL

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MEETING MINUTES

3.1 Approval of Minutes for the May 19, 2021 City Tree Committee.

4. BOARD BUSINESS

4.1 Design Professionals Panel Discussion

5. PUBLIC COMMENT

6. ADJOURNMENT

7. THE NEXT REGULAR CITY TREE COMMITTEE MEETING WILL BE ON JUNE 16, 2021

All members of the public are invited to be present and be heard. Persons with disabilities requiring accommodations in order to participate in this program or activity should contact the City Clerk at (904) 310-3115 or TTY/TDD 711 (for the hearing or speech impaired). All interested parties may appear at said meeting and be heard as to the advisability of any action, which may be considered with respect to such matter. For information regarding this matter, please contact the Planning Department (904) 310-3135.

PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach

SUBJECT:

ITEM TYPE: Preliminary Subdivision Plat

REQUESTED ACTION:

SYNOPSIS:

CITY ATTORNEY COMMENTS:

Jacob Platt, Senior Planner
Kelly N. Gibson, AICP, Planning Director
Tammi E. Bach, City Attorney

Submitted By: Sylvie McCann, Administrative Coordinator

Date: May 27, 2021

MINUTES
CITY TREE COMMITTEE
REGULAR MEETING
MAY 19, 2021

1. CALL TO ORDER 10:32

ROLL CALL

PRESENT	**ABSENT**
Margaret Kirkland	Matt Meskimen
John Hillman	
David Jensen	
Lynda Bell	
Tammi Kosack	
Lisa Finkelstein	

OTHERS PRESENT
Jacob Platt, City Planner (Panel)
Mary Hamburg, City Digital Communication Specialist (Panel)
Jason Gregory, Nassau County GIS Director (Panel)
Kathy Mulcahy, GIS Systems Analyst & Programmer (Panel)
Daphne Forehand, City Planner
Taylor Hartmann, Staff Liaison
Sylvie McCann, Staff Liaison

Ms. Hartmann introduced David Neville, newly hired Urban Forester for the City.

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MEETING MINUTES

3.1 Approval of Minutes for the May 5, 2021 City Tree Meeting.

ACTION TAKEN: A motion was made by Member Kirkland, seconded by Member Kosack to approve the Minutes as presented.

Vote upon passage of the motion was taken by ayes and nays and being all ayes, carried.

4. BOARD BUSINESS

4.1 Tree Website Page and GIS panel discussion

Ms. Forehand reiterated the goals of this committee and introduced Mary Hamburg, Digital Communication Specialist for the City.

Ms. Hamburg explained role as the Digital Communication Specialist and the limitations of the City website template. She explained that the City partners with Civic Plus for the hosting and management of the website.

Member Kosack suggested that links to specific topics should lead directly to LDC referenced chapters.

Early McCall, Arborist, member of the public, mentioned that fees for mitigation should easily available for review on the first page.

Member Kirkland commented on different links that could be added to the website, such as: canopy information from The Tree Conservancy, the benefits of trees on island, tree facts, Arbor Day events, tree planting information, list of native trees, site to find arborist and ways for checking their credentials, and City regulations.

Ms. Hartmann asked about the addition of "info graphics" to the website. Ms. Hamburg explained the ADA compliance such as the closed-captioned requirements and also emphasized the cost of getting a video closed-captioned, this being $1.25 per minute.

Early McCall, arborist, member of the public, suggested adding the tree related links from the University of Florida tree information.

Member Kosack suggested looking at other municipality's tree webpages which could be added in order to make the website as user friendly as possible. She also suggested the possibility of creating an Advisory Tree Committee.

Member Hillman added that there should be a focus on creating incentives for the public to return to the webpage.

Mr. Platt, City Planner, segwayed into a presentation explaining the value of GIS (Geographic Information System mapping). He introduced the relationship with the Nassau County Property Appraiser who is the steward of the GIS and introduced both Mr. Gregory and Ms. Mulcahy.

He covered the Nassau County's Property Appraiser website's many tools such as layers and areal imagery. He emphasized that the documentation of tree planting and tree growth should be encouraged.

Member Hillman asked about the management of the growing canopy and suggested that community hours from students could be allocated by school programs for them to go and measure trees.

Member Kosack asked who would coordinate the entry of the data within the website layers.

Early McCall, arborist, member of the public, asked about the current inventory of City trees. Mr. Platt explained that for this process to be effective, all departments would have to contribute to the input and maintenance of these layers.

Member Jensen asked about growth component. It was explained that the 2021 areal layer update on the website could be available as early as June 2021. He also spoke of growth estimate canopy impact based on species.

Member Kosack spoke of other municipalities replacing caliper with percentage.

Members and panel guests then discussed the availability and usage of a County owned drone.

Member Hillman mentioned that there were 10 new trees planted in Crane Island.

Ms. Hartmann explained that citizen who plant tree are informed and encouraged by Staff to send pictures to the City's Planning department's email so new plantings can be documented.

Member Finkelstein mentioned that the education piece through outreach is essential to share information about small and large tree plantings events.

Mr. Platt spoke of Heritage trees and Champion trees being identified with specific icons on the tree layer.

Member Kirkland emphasized that work needs also to be done regarding strategies on how to engage people to go to the City webpage and find information.

Early McCall, arborist, member of the public, mentioned the challenges of lot sizes, and suggested that small size lots should be increased in order to save more trees, this through amendments to the coverage of lots in the LDC

Mr. Platt spoke of the existing Administrative Review being used and inclusive to save trees and the possibility of developing a process to change or amend the LDC.

Member Kosack spoke about maintenance and responsibility involved with all new plantings.

Members discussed the emphasis on leverage capabilities through City departments.

Member Kirkland commented on a ground water impact layer to the GIS website along with other layers that could be helpful and easily accessible.

Members agreed that symbology should be included to differentiate tree species, Champion and Heritage trees.

Members discussed defining the kind of end users in order to help pinpoint what the needs would be to improve those webpages.

Member Bell emphasized that fair condition trees should also be considered for replacement too, along with offsite planting (mitigation).

Member inquired as to who establishes the condition of the trees.

Member Kosack asked about the next potential tree assessment and spoke of the need for additional maintenance to existing trees.

The consensus was that funding for maintenance of trees should also be considered.

4.2 Design Professionals panel discussion - June 2, 2021 meeting

Ms. Hartman noted that the next meeting would include a panel discussion with Design Professionals along with Surveyors.

5. MEMBER COMMENTS

6. ADJOURNMENT 12:02 PM

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Sylvie McCann, Recording Secretary **Daphne Forehand**

PLANNING ADVISORY BOARD AGENDA ITEM
City of Fernandina Beach

SUBJECT:

ITEM TYPE: Future Land Use Map Amendment < 10 Acres

REQUESTED ACTION:

SYNOPSIS:

CITY ATTORNEY COMMENTS:

Jacob Platt, Senior Planner
Kelly N. Gibson, AICP, Planning Director
Tammi E. Bach, City Attorney

Date: May 26, 2021

Submitted By: Taylor Hartmann, Planning Technician