



AGENDA
CITY TREE COMMITTEE
REGULAR MEETING
JULY 7, 2021
10:30 AM
CITY HALL COMMISSION CHAMBERS
204 ASH STREET
FERNANDINA BEACH, FL 32034

- 1. CALL TO ORDER / ROLL CALL / DETERMINATION OF QUORUM**
- 2. PLEDGE OF ALLEGIANCE**
- 3. APPROVAL OF MEETING MINUTES**
 - 3.1 Approval of Minutes from the Regular Meeting of June 16, 2021
- 4. OLD BUSINESS**
- 5. NEW BUSINESS**
- 6. BOARD BUSINESS**
 - 4.1 Presentation and discussion of Working Document final draft
- 7. STAFF REPORT**
- 8. PUBLIC COMMENT**
- 9. ADJOURNMENT**

NEXT PAB REGULAR MEETING IS SCHEDULED FOR

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

Date: June 23, 2021

Submitted By: Sylvie McCann, Administrative Coordinator



**MINUTES
CITY TREE COMMITTEE
JUNE 16, 2021
10:30 AM**

1. CALL TO ORDER / ROLL CALL 10:33

PRESENT

Margaret Kirkland
Matt Meskimen
Lynda Bell

John Hillman
David Jensen
Tammi Kosack

ABSENT

Lisa Finkelstein

OTHERS PRESENT

Daphne Forehand, Staff Liaison
Taylor Hartmann, Staff Liaison
Sylvie McCann, Recording Secretary

2. PLEDGE OF ALLEGIANCE

3. APPROVAL OF MEETING MINUTES

3.1 Approval of Minutes for the Regular Meeting of June 2, 2021.

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 Distribution & discussion of Action Plan working document

Ms. Forehand introduced a rough draft of the document utilized to create the report to be presented to the City Commission.

Member Kosack asked if additional ideas could be presented after this meeting. Ms. Forehand answered in the affirmative and said that these could be emailed directly to Staff. These would also be shared with all members.

Ms. Hartmann introduced the data regarding the size of the city boundaries, the different species of shade trees and the calculation of approximate canopy coverage needed to attain a 5% increase of canopy coverage.

Ms. Kirkland brought up the point that numbers should also take into account the trees that are removed either through tree removal permits or residential development.

Member Hillman added thoughts about mitigation. Member Kirkland voiced that she wants to make sure that

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the information presented to the Commission is not misrepresenting the unaccounted lost.

She also asked about resiliency. Member Bell mentioned that these points are outside of the scope of this committee. Member Kosack mentioned that the committee could concentrate on what is attainable and achievable and finding a way to clarify and possibly disprove the goal of 5%.

Member Hillman spoke of monetary incentive put in place to encourage tree planting in communities.

Member Meskimen asked if the scope of this committee would allow suggesting a more accurate percentage.

Member Kosack mentioned that one critical information was to get the areas available for planting. Member Kirkland suggested that yearly mail outs could be initiated for residents to provide input about how to increase canopy coverage which could be mailed through Utility billing and on the included on the website.

Ms. Hartmann then moved into the Action Plans information.

Member Kirkland and Kosack asked that a professional knowledgeable tree planter be present during these planting activities.

Member Bell addressed the difficulty of maintenance and watering after planting occurs. She also spoke of the involvement of students with plantings.

Member Kosack suggested that additional staff or volunteers could help with the maintenance of new plantings. Member Bell noted that KNB would be interested in partnering with the City for this.

Member Bell suggested that there could be an alternative to hire to coordinate the volunteer efforts. She also suggested that established HOA of new community development should have a program to replace any future dying trees planted on their property.

Member Hillman suggested advertisement and marketing campaigns on Facebook. Staff would investigate if this can be budgeted through the Tree Trust Fund. He also asked if donations could also be accepted instead of actual planting actions.

Ms. Forehand moved to explain the various proposed Code-Based Changes information.

Member Kosack suggested that the Administrative Review should include steps to replace the retained tree if it dies or is removed, along with adding fines.

Member Kirkland suggested that an environmental impact study should be done on all new development.

Members encouraged bringing up the modification of setbacks on all undeveloped properties in order to minimize footprint.

Ms. Hartmann covered the newly drafted tree website page format.

Member Kosack asked that the final document for review be shared with all members on June 29th, 2021 before the last Tree Committee Meeting of June 30th, 2021.

5. PUBLIC COMMENT

6. ADJOURNMENT 12:30

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: June 23, 2021

Submitted By: Taylor Hartmann, Planning Technician
