

BOARD OF COUNTY COMMISSIONERS LEON COUNTY, FLORIDA

AGENDA

REGULAR MEETING

**Tuesday, May 27, 2014
3:00 P.M.**

County Commission Chambers
Leon County Courthouse
301 South Monroe Street
Tallahassee, FL

COUNTY COMMISSIONERS

Kristin Dozier, Chairman
District 5

Bill Proctor
District 1

Jane Sauls
District 2

John Dailey
District 3



Mary Ann Lindley, Vice Chair
At-Large

Bryan Desloge
District 4

Nick Maddox
At-Large

Vincent S. Long
County Administrator

Herbert W. A. Thiele
County Attorney

The Leon County Commission meets the second and fourth Tuesday of each month. Regularly scheduled meetings are held at 3:00 p.m. The meetings are televised on Comcast Channel 16. A tentative schedule of meetings and workshops is attached to this agenda as a "Public Notice." Selected agenda items are available on the Leon County Home Page at: www.leoncountyfl.gov. Minutes of County Commission meetings are the responsibility of the Clerk of Courts and may be found on the Clerk's Home Page at www.clerk.leon.fl.us

Please be advised that if a person decides to appeal any decision made by the Board of County Commissioners with respect to any matter considered at this meeting or hearing, such person will need a record of these proceedings, and for this purpose, such person may need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence upon which the appeal is to be based. The County does not provide or prepare such record (Sec. 286.0105, F.S.).

In accordance with Section 286.26, Florida Statutes, persons needing a special accommodation to participate in this proceeding should contact Community & Media Relations, 606-5300, or Facilities Management, 606-5000, by written or oral request at least 48 hours prior to the proceeding. 7-1-1 (TDD and Voice), via Florida Relay Service.

Board of County Commissioners
Leon County, Florida
Agenda
Regular Public Meeting
Tuesday, May 27, 2014, 3:00 p.m.

INVOCATION AND PLEDGE OF ALLEGIANCE

Commissioner Jane Sauls

AWARDS AND PRESENTATIONS

- Proclamation Celebrating the 100th Anniversary of the Cooperative Extension Service
(Chairman Kristin Dozier)

CONSENT

1. Approval of Minutes: April 22, 2014 Regular Meeting
(Clerk of the Courts/Finance/Board Secretary)
2. Approval of a Partnership with the American Heart Association to Support the 2014 Big Bend Heart Walk and Approval of \$5,000 in Funding to Support the Event
(County Administrator/County Administration)
3. Ratification of Commissioners' Appointments to the Contractors Licensing and Examination Board, Minority/Women Small Business Advisory Committee, and Science Advisory Committee
(County Administrator/County Administration/Agenda Coordinator)
4. Approval of Payment of Bills and Vouchers Submitted for May 27 2014, and Pre-Approval of Payment of Bills and Vouchers for the Period of May 28 through June 9, 2014
(County Administrator/Financial Stewardship/Office of Management & Budget)
5. Ratification of Board Actions Taken at the May 13, 2014 Workshop on Primary Healthcare
(County Administrator/Human Services and Community Partnerships/Primary Healthcare)
6. Request to Schedule the First and Only Public Hearing to Consider an Ordinance Amending Chapter 10 to Correct Scrivener's Errors and Inadvertent Inconsistencies for Tuesday, June 10, 2014 at 6:00 p.m.
(County Administrator/Public Works & Community Development/DSEM)
7. Approval of a Preliminary Engineering Agreement with CSX Transportation, Inc. for the Design of Pedestrian Crossings at Gearhart and Fred George Roads
(County Administrator/Public Works & Community Development/Public Works/Engineering)
8. Approval of Detailed Work Plan Budget for Florida Department of Agriculture and Consumer Services Arthropod/Mosquito Control State Aid
(County Administrator/Public Works & Community Development/Public Works/Operations)

9. Consideration of Approval of Memorandum of Agreement Between U.S. Marine Forces Special Operations Command and Leon County, Florida
(County Attorney)

Status Reports: *(These items are included under Consent.)*

10. Acceptance of Status Report on Leon County's Partnership with the Council on Culture and Arts Through the Division of Tourism Development and Approval of Adding Two Ad Hoc Positions on the Tourist Development Council
(County Administrator/Economic Development & Business Partnerships/Tourism Development)
11. Acceptance of the Status Report Regarding Remaining Cemetery Capacities in Leon County
(County Administrator/Public Works & Community Development/Facilities Management/Real Estate)

CONSENT ITEMS PULLED FOR DISCUSSION

CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS

3-minute limit per speaker; there will not be any discussion by the Commission

GENERAL BUSINESS

12. Authorize Staff to Negotiate a Public-Private Cooperation Agreement for Construction of a Roundabout on Bannerman Road, and Request to Schedule the First and Only Public Hearing to Consider the Public Benefits of a Public-Private Cooperation Agreement for June 10, 2014 at 6:00 p.m.
(County Attorney)
13. Acceptance of Status Report on the May 4, 2014 Club of Honest Citizens Event
(County Administrator/County Administration)
14. Consideration of the Voluntary Annexation Proposal from Victor F. Steyerma Revocable Trust to Annex Property Located at 252 Capital Circle Southwest
(County Administrator/Public Works & Community Development/DSEM/Development Services)
15. Approval of the Proposed Improvements to Lafayette Street behind the Parkway Shopping Center (Phase IV) and Amendment to the Contract Agreement with Sandco, Inc. for the Design and Construction of Lafayette Street Improvements from Seminole Drive to Winchester Lane
(County Administrator/Public Works & Community Development/Public Works/Engineering)
16. Approval of Agreement Awarding Bid to Locklear & Associates, Inc. on a Continuing-Supply Basis for Solid Waste Consulting and Engineering Services
(County Administrator/Resource Stewardship/Solid Waste)

SCHEDULED PUBLIC HEARINGS, 6:00 P.M.

17. Joint City/County Adoption Public Hearing on Cycle 2014-1 Comprehensive Plan Amendments
(County Administrator/Public Works & Community Development/PLACE/Planning)

CITIZENS TO BE HEARD ON NON-AGENDAED ITEMS

3-minute limit per speaker; Commission may discuss issues that are brought forth by speakers.

COMMENTS/DISCUSSION ITEMS

Items from the County Attorney

Items from the County Administrator

Discussion Items by Commissioners

RECEIPT AND FILE

- Capital Region Community Development District – Record of Proceedings for the March 13, 2014 Meeting
- Dove Pond Community Development District Proposed Budget Fiscal Year 2015
- Dove Pond Community Development District – Records of Proceedings of the Board of Supervisors Meeting Held on August 6, 2013

ADJOURN

*The next Regular Board of County Commissioners Meeting is scheduled for
Tuesday, June 10, 2014 at 300 p.m.*

All lobbyists appearing before the Board must pay a \$25 annual registration fee. For registration forms and/or additional information, please see the Board Secretary or visit the County website at www.leoncountyfl.gov

2014

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PUBLIC NOTICE
2014 Tentative Schedule

All Workshops, Meetings, and Public Hearings are subject to change

All sessions are held in the Commission Chambers, 5th Floor, Leon County Courthouse unless otherwise indicated. Workshops are scheduled as needed on Tuesdays from 12:00 to 3:00 p.m.

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
May 2014	Monday 26	Offices Closed	MEMORIAL DAY
	Tuesday 27	9:00 a.m. — 12:00 p.m.	FY 2014/2015 Budget Workshop <i>Rescheduled -for June 10, 2014</i>
		3:00 p.m.	Regular Meeting
		6:00 p.m.	Joint City/County Adoption Public Hearing on Cycle 2014-1 Comprehensive Plan Amendments
	Thursday 29	9:30 a.m.	Community Redevelopment Agency (CRA) City Commission Chambers
June 2014	<u>Tuesday 10</u>	9:00 a.m. – 3:00 p.m.	FY 2014/2015 Budget Workshop <i>Rescheduled from May 27, 2014</i>
		3:00 p.m.	Regular Meeting
		<u>6:00 p.m.</u>	<u>First and Only Public Hearing to Consider the Public Benefits of a Public-Private Cooperation Agreement for Construction of Bannerman Road Improvements</u>
			<u>First and Only Public Hearing to Consider an Ordinance Amending Chapter 10 to Correct Scrivener’s Errors and Inadvertent Inconsistencies</u>
			First and Only Public Hearing on the Proposed Ordinance for the Extension of the Local Government Infrastructure Surtax
	Monday 16	1:00 p.m.	Capital Region Transportation Planning Agency (CRTPA); City Commission Chambers
		3:00 — 5:00 p.m.	Intergovernmental Agency (IA) <i>Rescheduled for Monday, June 30, 2014</i>
	Tuesday 17- Friday 20	FAC Annual Conference	Hilton Bonnet Creek Orange County
	Tuesday 24	3:00 p.m.	Regular Meeting
	Thursday 26	9:30 a.m.	Community Redevelopment Agency (CRA) City Commission Chambers
	Monday 30	3:00 – 5:00 p.m.	Intergovernmental Agency Meeting; City Commission Chambers

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
July 2014	Friday 4	Offices Closed	JULY 4TH HOLIDAY
	Tuesday 8	9:00 a.m. – 3:00 p.m.	FY 2014/15 Budget Workshop
		3:00 p.m.	Regular Meeting
		6:00 p.m.	First and Only Public Hearing on Refinancing Capital Improvement Revenue Bond, Series 2005 and Proceed with RFP for Partial Refinancing of Capital Improvement Bonds, Series 2005
	Wednesday 9	9:00 a.m. – 3:00 p.m.	FY 2014/15 Budget Workshop, <i>if necessary</i>
	Thursday 10	9:30 a.m.	CRA Meeting; City Commission Chambers
	<i>Friday 11– Monday 14</i>	<i>NACo Annual Conference</i>	<i>Morial Convention Center Orleans Parish/New Orleans, Louisiana</i>
	Tuesday 22	No Meeting	BOARD RECESS
	<i>Wednesday 23</i>	<i>National Urban League Annual Conference</i>	<i>Cincinnati, Ohio</i>
August 2014	<i>Friday 8 – Sunday 10</i>	<i>Chamber of Commerce Annual Conference</i>	<i>Omni Amelia Island Plantation</i>
	Tuesday 12	No Meeting	BOARD RECESS
	Tuesday 26	No Meeting	<i>Canceled; Scheduled for September 2, 2014</i>
September 2014	Monday 1	Offices Closed	LABOR DAY HOLIDAY
	Tuesday 2	3:00 p.m.	Regular Meeting
	<i>Sunday 14– Wednesday 17</i>	<i>ICMA Annual Conference</i>	<i>Charlotte/Mecklenburg North Carolina</i>
	Monday 15	1:00 p.m.	CRTPA Meeting; City Commission Chambers
		5:00 – 8:00 p.m. 5:30 p.m.	Intergovernmental Agency (IA) Meeting FY 2015 Budget Public Hearing City Commission Chambers
	Tuesday 16	6:00 p.m.	First Public Hearing Regarding Tentative Millage Rates and Tentative Budgets for FY 2014/2015
	<i>Wednesday 17– Friday 19</i>	<i>FAC Policy Committee Conference</i>	<i>Sandestin Beach Resort Walton County</i>
	<i>Wednesday 17– Saturday 20</i>	<i>Congressional Black Caucus Annual Legislative Conference</i>	<i>Washington, D.C.</i>
	Thursday 18	4:00 p.m.	CRA Meeting; City Commission Chambers
	Tuesday 23	3:00 p.m.	Regular Meeting
		6:00 p.m.	Second Public Hearing on Adoption of Millage Rates and Budgets for FY 2014/2015

<u>Month</u>	<u>Day</u>	<u>Time</u>	<u>Meeting Type</u>
October 2014	<i>TBD</i>	<i>FAC Advanced County Commissioner Program</i>	<i>Part 1 of 3 UF Hilton, Gainesville; Alachua County</i>
	Tuesday 14	3:00 p.m.	Regular Meeting
	Monday 20	9:00 a.m. – 1:00 p.m.	Capital Region Transportation Planning Agency (CRTPA) Retreat (<i>Location TBD</i>)
	Thursday 23	9:30 a.m.	Community Redevelopment Agency (CRA) City Commission Chambers
	Tuesday 28	3:00 p.m.	Regular Meeting
November 2014			
November 2014	Monday 11	Offices Closed	VETERAN'S DAY OBSERVED
	Monday 17	1:00 p.m.	Capital Region Transportation Planning Agency (CRTPA); City Commission Chambers
	Tuesday 18	3:00 p.m.	Installation of Newly-Elected Commissioners Reorganization of the Board Regular Meeting
	Thursday 20	9:30 a.m.	Community Redevelopment Agency (CRA) City Commission Chambers
	Thursday 27	Offices Closed	THANKSGIVING DAY
	Friday 28	Offices Closed	FRIDAY AFTER THANKSGIVING DAY
December 2014			
December 2014	<i>Wednesday – 3 Friday 5</i>	<i>FAC Legislative Conference</i>	<i>Sawgrass Marriot St. John's County</i>
	<i>Wednesday 3</i>	<i>New Commissioner Workshop</i>	<i>Sawgrass Marriot St. John's County</i>
	<i>Friday 5</i>	<i>FAC Workshop</i>	<i>Sawgrass Marriot St. John's County</i>
	Monday 8	9:00 a.m. – 4:00 p.m.	Board Retreat
	Tuesday 9	3:00 p.m.	Regular Meeting
	Thursday 11	9:30 a.m.	Community Redevelopment Agency (CRA) City Commission Chambers
	Tuesday 23	No Meeting	BOARD RECESS
	Thursday 25	Offices Closed	CHRISTMAS DAY
	Friday 26	Offices Closed	FRIDAY AFTER CHRISTMAS DAY
January 2015			
January 2015	Thursday 1	Offices Closed	NEW YEAR'S DAY

Citizen Committees, Boards, and Authorities 2014 Expirations and Vacancies

www.leoncountyfl.gov/committees/expire.asp

VACANCIES

Affordable Housing Advisory Committee

Board of County Commissioners (3 appointments)

A member who represents employers within the jurisdiction

A member who is actively engaged in the banking or mortgage banking industry in connection with affordable housing

A member who represents essential services personnel, as defined in the local housing assistance plan

Joint City/County/School Board Coordinating Committee

Board of County Commissioners (1 appointment)

EXPIRATIONS

JUNE 30, 2014

Adjustment and Appeals Board

Board of County Commissioners (2 appointments)

Tallahassee City Commission (1 appointment)

CareerSource Capital Region (formerly Workforce Plus)

Board of County Commissioners (4 appointments)

Planning Commission

Board of County Commissioners (1 appointment)

Tallahassee City Commission (1 appointment)

Leon County School Board (1 appointment)

JULY 31, 2014

Big Bend Health Council, Inc.

Board of County Commissioners (4 appointments)

Educational Facilities Authority

Board of County Commissioners (2 appointments)

Enterprise Zone Agency Development (EZDA) Board of Commissioners

Board of County Commissioners (3 appointments)

Water Resources Committee

Commissioner - At-large II: Maddox, Nick (1 appointment)

Commissioner - District IV: Desloge, Bryan (1 appointment)

Commissioner - District V: Dozier, Kristin (1 appointment)

AUGUST 31, 2014

Code Enforcement Board

Commissioner - At-large I: Lindley, Mary Ann (1 appointment)

Commissioner - At-large II: Maddox, Nick (1 appointment)

Commissioner - District II: Sauls, Jane (1 appointment)

SEPTEMBER 30, 2014

Health Coordinating Committee

Board of County Commissioners (5 appointments)

Council on Culture & Arts

Board of County Commissioners (1 appointment)

Research and Development Authority at Innovation Park

Board of County Commissioners (2 appointments)

OCTOBER 31, 2014

Audit Advisory Committee

Board of County Commissioners (2 appointments)

Clerk of the Courts (3 appointments)

Tourist Development Council

Board of County Commissioners (3 appointments)

Tallahassee City Commission (2 appointments)

DECEMBER 31, 2014

Human Services Grants Review Committee

Commissioner - At-large I: Lindley, Mary Ann (1 appointment)

Commissioner - At-large II: Maddox, Nick (1 appointment)

Commissioner - District I: Proctor, Bill (1 appointment)

Commissioner - District II: Sauls, Jane G. (1 appointment)

Commissioner - District III: Dailey, John (1 appointment)

Commissioner - District IV: Desloge, Bryan (1 appointment)

Commissioner - District V: Dozier, Kristin (1 appointment)

Joint City/County Bicycle Working Group

Board of County Commissioners (2 appointments)

Tallahassee City Commission (4 appointments)

Library Advisory Board

Commissioner - At-large II: Maddox, Nick (1 appointment)

Commissioner - District I: Bill Proctor. (1 appointment)

Commissioner - District V: Kristin Dozier (1 appointment)


**Leon County
Board of County Commissioners**

Notes for Agenda Item #1

Leon County Board of County Commissioners

Cover Sheet for Agenda #1

May 27, 2014

To: Honorable Chairman and Members of the Board
From: Vincent S. Long, County Administrator 
Title: Approval of Minutes: April 22, 2014 Regular Meeting

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Betsy Coxen, Finance Director, Clerk of the Court & Comptroller
Lead Staff/ Project Team:	Rebecca Vause, Board Secretary

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Approve the minutes of the April 22, 2014 Regular Meeting.

Attachment:

1. Minutes-April 22, 2014 Regular Meeting

**BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA
REGULAR MEETING
April 22, 2014**

The Board of County Commissioners of Leon County, Florida, met in regular session at 3:00 p.m. with Chairman Kristin Dozier presiding. Present were Vice Chairman Mary Ann Lindley, and Commissioners Nick Maddox, Bill Proctor, John Dailey, Bryan Desloge, and Jane Sauls. Also present were County Administrator Vincent Long, County Attorney Herb Thiele, Treasury Manager Norma Parrish and Board Secretary Rebecca Vause.

Chairman Dozier called the meeting to order at 3:02 PM.

The Invocation was provided by Pastor Clarence Jackson, The Destiny Center. Commissioner Nick Maddox then led the Pledge of Allegiance.

Awards and Presentations

- Commissioner Bryan Desloge presented a Proclamation designating May 2014 as Leon County Bicycle Month. Representatives from the Bike Committee accepted the Proclamation and expressed appreciation to the Board for its support of cycling in Leon County. Pat Maurer, Commuter Services of North Florida, provided a schedule of events planned to celebrate Bike Week and invited all to attend the Celebrate Cycling Bike Festival at Cascades Park on May 10.
- Chairman Kristin Dozier presented a Proclamation Designating April 21, 2014 as “PowerTalk 21 Day”; which is part of the Mothers Against Drunk Driving (MADD), “21 Days in Support of 21” campaign. The Proclamation was accepted by Ms. Connie Russell, who stressed the importance of parents talking with their teens about alcohol.
- Lee Daniel, Tourism Development Director, provided an “Update on the Capital Cascades Concert Series”. He discussed a few issues that will be “tweaked” before the next concert, i.e., parking, food vendors, etc. Mr. Daniel expressed disappointment in ticket sales as they were half of what had been anticipated. He announced that the next concert would be held on May 16th, as part of the 3rd Annual Capital Cuisine Restaurant Week and Concert Series and performing will be Wynn Varble and Tyler Reeve, Rose Falcon and headliner Rodney Atkins. Mr. Daniel discussed strategies to address low ticket sales and shared that corporate sponsorship packages are being developed for local businesses, which he stated are essential for long term sustainability.
 - County Administrator Long stated that while plenty of positives can be taken from the first concern, he noted that the financials are important and staff is monitoring the issue closely and attempting to ascertain the type of audience to make the amphitheater sustainable.
 - Commissioner Maddox indicated that he was not overly concerned with the number of tickets sold for the first show, as most important to him was a positive experience for both the performer and patrons. He stated that he would have supported a reduced ticket price for the first couple of shows just to showcase the venue and generate excitement for the amphitheater.
 - Commissioner Dailey agreed with the idea of lower ticket prices initially. He was also very interested in learning where the audience came from, i.e., local or out of town. Mr. Daniel responded that the data had not yet been analyzed, but that information would be provided to the Board. Commissioner Dailey also cautioned about relying too much on a student crowd for the next concert as most students will be heading home for the summer very soon.
 - Commissioner Proctor suggested the possibility of a “summer concert series”, whereby residents pay a flat rate for shows during the summer. He too stated that

- he was not concerned with the financials at this time, but was pleased with the quality of the product. He also hoped that in the future ticket prices would be compatible with the market and as this is an outdoor venue, consideration should also be given to the time of year.
- Chairman Dozier commended staff for a great first time effort and stated that she had assumed that it would take a while to realize a profit. She requested an analysis on ticket pricing and was somewhat concerned about lowering ticket prices too low as patrons would get use to the discounted ticket and experience “sticker shock” when tickets are brought back to standard prices.
 - Mr. Daniel provided a demonstration of the redesigned “visittallahassee.com” website. He stated that the site has a more updated look, more content and responds to the manner in which people now use the internet, i.e., smart phones, tablets, desk top. He noted some of the new features and highlighted how web visitors can more easily search/view special events in the community as COCA’s “morethanyouthought.com” site has been incorporated into the page.
 - Chairman Dozier stated that while she liked the newly designed site, she was disappointed that COCA was not listed as a partner on the home page, but rather accessed through the special events tab. County Administrator Long stated that staff had already initiated conversations with COCA and a status report would be provided to the Board that would also include how TDC and COCA can work together in the future.
 - Mr. Daniel concluded his remarks by reporting that the month of March marked 13 consecutive months of rising hotel occupancy and was the first time in history that hotel occupancy exceeded 70% countywide.

Consent:

Commissioner Desloge moved, duly seconded by Commissioner Lindley to approve the Consent Agenda. The motion carried 7-0.

1. Approval of Minutes: March 11, 2014 Workshop on Primary Healthcare

The Board approved Option 1: Approve the minutes of the March 11, 2014 Workshop on Primary Healthcare.

2. Approval of Budget Amendment Request for Operation Thank You 2014

The Board approved Option 1: Approve the \$10,000 Budget Amendment Request to support the 2014 Operation Thank You – In Honor of World War II Veterans and Remembrance of D-Day event on June 6, 2014.

3. Ratification of Commissioners’ Appointments to the Commission on the Status of Women and Girls and Library Advisory Board

The Board approved Options 1 a-c and 2:

- 1) *Ratify Commissioners’ appointments to the Tallahassee-Leon County Commission on the Status of Women and Girls as follows:*
 - a. *Commissioner Dailey reappoints Jane Johnson.*
 - b. *Commissioner Dozier appoints Roxanne Hughes.*
 - c. *Commissioner Proctor reappoints Ada Burnette.*
- 2) *Ratify Commissioner Desloge’s appointment of Terri Jones to the Library Advisory Board.*

4. Approval of Selection of Public Financial Management, Inc. to Provide Financial Advisory Services to Leon County

The Board approved Option 1: Approve the selection of Public Financial Management, Inc. to provide financial advisory services to Leon County, and authorize the County Administrator to negotiate an Agreement in a form approved by the County Attorney.

5. Request to Reschedule the FY 2014/2015 Budget Workshop from May 27, 2014 at 9:00 a.m. – 12:00 p.m. to Tuesday, June 10, 2014 at 9:00 – 3:00 p.m.

The Board approved Option 1: Reschedule the FY 2014/2015 Budget Workshop from May 27, 2014 at 9:00 a.m. – 12:00 p.m. to Tuesday, June 10, 2014 at 9:00 a.m. – 3:00 p.m.

6. Approval of Payment of Bills and Vouchers Submitted for April 23, 2014, and Pre-Approval of Payment of Bills and Vouchers for the Period of April 23 through May 12, 2014

The Board approved Option 1: Approve the payment of bills and vouchers submitted for April 23, 2014, and Pre-Approval of Payment of Bills and Vouchers for the Period of April 23 through May 12, 2014.

7. Acceptance of a Department of Homeland Security Domestic Security Grant in the Amount of \$254,552

The Board approved Options 1 & 2: 1) Accept the Department of Homeland Security Domestic Security Grant in the amount of \$254,552, and authorize the County Administrator to execute a grant Agreement in a form approved by the County Attorney, and 2) Approve the Resolution and associated Budget Amendment Request.

8. Request to Schedule the First and Only Public Hearing on a Proposed Amendment to Article IX, Signs, of Chapter 10 of the Leon County Land Development Code for May 13, 2014 at 6:00 p.m.

The Board approved Option 1: Schedule the first and only Public Hearing on a proposed Amendment to Article IX, Signs, of Chapter 10 of the Leon County Land Development Code for May 13, 2014 at 6:00 p.m.

9. Adoption of Proposed New Policy, “Parking at County Facilities”

The Board approved Option 1: Adopt the proposed new Policy, “Parking at County Facilities”.

10. Approval of the Plat of Fallschase Village Center Subdivision for Recording in the Public Records

The Board approved Option 1: Approve the plat of Fallschase Village Center subdivision for recording in the Public Records, contingent upon staff’s final review and approval.

11. Request to Schedule First and Only Public Hearing on Adoption of a Proposed Ordinance Amending Section 7-24 of Chapter 7, Article II of the Leon County Code of Laws for Tuesday, May 13, 2014 at 6:00 p.m.

The Board approved Option 1: Schedule the first and only Public Hearing on a proposed Ordinance amending Section 7-24 of Chapter 7, Article II of the Leon County Code of Laws for Tuesday, May 13, 2014 at 6:00 p.m.

12. Acceptance of Status Report on the Club of Honest Citizens

The Board approved option 1: Accept staff's report on the Club of Honest Citizens March 27, 2014 event.

13. Acceptance of Status Update on Library Parking

The Board approved Options 1, 2, & 3: 1) Accept the status update on Main Library parking; 2) Issue individual parking cards to disabled patrons and veterans for entry into the Main Library parking lot, and 3) Make the first hour of parking free at the Main Library parking lot; a change from the existing ½ hour free.

14. Acceptance of a Status Report Regarding Leon County-Owned Real Estate

The Board approved Option 1: Accept the status report regarding Leon County-owned real estate.

15. Acceptance of Annual Action Report for the County Office of Sustainability

The Board approved Option 1: Accept the Annual Action Report from the County Office of Sustainability.

Citizens to be Heard on Non-Agendaed Items (3-minute limit per speaker; there will not be any discussion by the Commission)

- Sandra Jacobson, 3019 Windy Hill Lane, provided remarks on Consent Agenda Item #9. She asserted that many people cannot afford the parking fees and children would be hurt by hurt being able to visit the library.
- David Jacobsen, 3019 Windy Hill Lane, also provided comment on Consent Agenda Item #9. He stated that for the past 13 years the Democratic Club of North Florida has met at the library; however, should the parking fees remain they would have to seek a new venue for their meetings. He submitted that the library should not be looked upon as a revenue generating facility, but a meeting site and a place for learning. He voiced his support for Option #3.

General Business

16. Acceptance of the Commission on the Status of Women and Girls Annual Report and Approval of a Joint Leon County and City of Tallahassee Agreement with the Oasis Center for Women and Girls for Administrative Support to the Tallahassee-Leon County Commission on the Status of Women and Girls

County Administrator Long introduced the item and noted that members of the Commission on the Status of Women and Girls (Committee) were in attendance to answer any questions.

Commissioner Maddox moved, duly seconded by Commissioner Sauls, approval of Options 1 & 2: 1) Accept the Tallahassee-Leon County Commission on the Status of Women and Girls' 2013 Report on the Status of Women and Girls in Tallahassee and Leon County, and 2) Approve the Joint Leon County-City of Tallahassee Agreement with the Oasis Center for Women and Girls for Administrative Support to the Tallahassee-Leon County Commission on the Status of Women and Girls.

Chairman Dailey thanked his appointee Robin Hassler-Thompson, who has served as Chair of the Committee and will be rotating off this month.

Ms. Hassler-Thompson was invited to present a summary of the annual report. She recognized the members of the Commission on the Status of Women and Girls and thanked the Board for its support. She announced that Jessica Lowe-Minor and Marion McGee would be the new Chairman and Vice Chair, respectively.

Ms. Thompson then provided the Board with a presentation and handout entitled "A Call to Action: Improving the Status of Women and Girls in Tallahassee/Leon County 2013-2014"; which is an executive summary of the full report. The entire report can be viewed by visiting www.theoasiscenter.net.

Chairman Dozier thanked the Committee and offered her assistance to bring in other stakeholders to help implement some of the recommendations found in the report.

Commissioner Lindley touted the County's domestic violence ordinance as an example for other communities to follow and was hopeful that the Committee could help bring some improvement in the County's infant mortality rate. She also suggested that the Commission engage the local universities in their efforts to combat and address violence against women.

Ms. Thomas added that a press conference would be held to discuss the report on Friday, April 25, 2014 at 10:00 at the press center.

The motion carried 7-0.

17. Acceptance of Status Report on Various Issues Related to the Contractual Relationship with North Florida Fair Association and the Use of the Fairgrounds Property.

County Attorney Thiele introduced the item.

Commissioner Sauls moved, duly seconded by Commissioner Dailey, approval of Options 1 & 2: 1) Accept status report on County's contractual relationship with the North Florida Fair Association, Inc., and 2) Accept status report on North Florida Fair Association's proposed termination of Joint Use Agreement relating to Sheriff's Mounted Patrol Facility and livestock impoundment area. The motion carried 7-0.

18. Consideration of Options to Remedy Long-Term Inhabitation of Unpermitted Site on North Monroe Street and Okeehoopkee Road

County Attorney Thiele introduced the item.

Commissioner Maddox moved, duly seconded by Commissioner Lindley, approval of Option 1: Authorize the County Attorney's Office to initiate an injunctive action to remediate the nuisance activities on the property located at the northwest intersection of North Monroe Street and Okeeheepkee Road. The motion carried 7-0.

SCHEDULED PUBLIC HEARINGS

None.

Citizens to be Heard on Non-Agendaed Items (3-minute limit per speaker; Commission may discuss issues that are brought forth by speakers.)

- Chairman Dozier confirmed that there were no speakers on Non-Agendaed Items.

Comments/Discussion Items

County Attorney Thiele:

- No issues.

County Administrator Long:

- Offered the following announcements/reminders:
 - Honor Flight will carry 77 World War II veterans to Washington, D.C. on Saturday, April 26th. The veterans are scheduled to return home Saturday evening at approximately 9:40 p.m.
 - A senior outreach ice cream social will be held Saturday, April 26th at 2:00 p.m. at the Woodville Community Center.
 - The next Club of Honest Citizens event will take place on Sunday, May 4th at 2:00 p.m. at Red Eye Coffee and the event is already overbooked.
 - The End of Session Dialogue meeting will be held on May 13th at 7:30 a.m.
 - Cristina Paredes, Intergovernmental Affairs and Special Projects Coordinator, provided the board a status report on the 2014 Legislative Session. She discussed legislation regarding fueling assistance for the disabled community and the Florida Retirement System. In addition, Ms. Paredes noted that the House and Senate are in the middle of budget conferences and staff is closely monitoring funding for the following issues: water quality, the FAMU-FSU School of Engineering, and juvenile justice.
 - Chairman Dozier commented that the County was very lucky to have Commissioner Desloge as the Florida Association of Counties President.
 - Commissioner Desloge received an update on the juvenile justice legislation.

Commissioner Discussion Items

Commissioner Proctor:

- *Commissioner Proctor moved, duly seconded by Commissioner Maddox, approval for Proclamations each for Nicole Bowden, Ms. FAMU; Tonnette Graham, FAMU Student Government Association President, and Ronnie Mackey, FAMU Student Government Association Vice-President. All three students are graduates of Rickards High School. The motion carried 7-0.*

Commissioner Dailey:

- No issues.

Commissioner Maddox:

- No issues.

Commissioner Sauls:

- No issues.

Commissioner Desloge:

- Noted that May is National Civility Month within the Florida Bar and requested a proclamation for the Florida Bar Association to acknowledge the event.
 - *Commissioner Desloge moved, duly seconded by Commissioner Dailey, approval to provide a proclamation to the Florida Bar Association in honor of National Civility Month. The motion carried 7-0.*
- *Commissioner Desloge moved, duly seconded by Commissioner Dailey, approval for a proclamation for National Tourism Week to be presented at the next Tourism Development Council meeting on May 1, 2014. The motion carried 7-0.*
- Discussed the gas station being constructed at the corner of Miccosukee and Crump Roads. He requested staff bring back an agenda item to look at other areas where this type of issue may occur so as to avoid similar concerns in the future.
 - *Commissioner Desloge moved, duly seconded by Commissioner Lindley, to direct staff to bring back an agenda item that looks at other areas where this type of issue may occur so as to avoid similar issues in the future. The motion carried 7-0.*

Vice-Chairman Lindley:

- Wished a Happy Birthday to Wayne Tedder, Director of PLACE.

Chairman Dozier:

- Thanked Gina Giacomo, Florida Parole Commission, who spent the day showing Chairman Dozier.

Receipt and File:

None.

Adjourn:

There being no further business to come before the Board, the meeting was adjourned at 4:13 p.m.

LEON COUNTY, FLORIDA

ATTEST:

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

BY: _____
Bob Inzer, Clerk of the Circuit Court
and Comptroller

**Leon County
Board of County Commissioners**


Notes for Agenda Item #2

Leon County Board of County Commissioners

Cover Sheet for Agenda #2

May 27, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of a Partnership with the American Heart Association to Support the 2014 Big Bend Heart Walk and Approval of \$5,000 in Funding to Support the Event

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Tom Quillin, Chief, Division of Emergency Medical Services
Lead Staff/ Project Team:	Chad Abrams, Deputy Chief, Division of EMS Shington Lamy, Assistant to the County Administrator

Fiscal Impact:

This item has a fiscal impact. The recommended funding of \$5,000 to support the 2014 Heart Walk would be allocated from the Emergency Medical Services (EMS) Fund contingency reserve account. There is adequate funding available to support this request.

Staff Recommendations:

- Option #1: Approve the partnership with the American Heart Association.
- Option #2: Approve the associated Budget Amendment Request to provide \$5,000 in funding to support the 2014 Big Bend Heart Walk (Attachment #1).

Report and Discussion

Background:

This item seeks Board approval of a partnership with the American Heart Association (AHA) to support the 2014 Big Bend Heart Walk and to provide \$5,000 in funding to support the event.

The Heart Walk is the AHA's signature fundraising event that supports the organization's mission of building healthier lives, free of cardiovascular disease and stroke. Nationally, Heart Walk events create more than \$95 million in funding to support AHA. The Big Bend Heart Walk is scheduled for October 11, 2014, and is expected to have more than 3,000 participants from approximately 50 companies and organizations in the community.

Partnering with the AHA to support the Big Bend Heart Walk is an essential component of the following FY 2012-16 Strategic Initiatives that the Board approved during its January 21, 2014 meeting:

- "Implement strategies to improve medical outcomes and survival rates, and to prevent injuries, including: pursue funding for community paramedic telemedicine."
- "Implement strategies to maintain and develop programs and partnerships to ensure community safety and health."
- "Support programs which advocate for AED's in public spaces."
- Provide community risk reduction programs (such as AED/CPR training)."
- "Provide Emergency Medical Services."

These particular Strategic Initiatives align with the Board's Strategic Priority – Quality of Life,

- "Provide essential public safety infrastructure and services which ensures the safety of the entire community." (Q2)
- "Maintain and further develop programs and partnerships necessary to support a healthy community, including: access to health care and community-based human services." (Q3)

Because this event so closely aligns with the Board's Strategic Priorities and its Strategic Initiatives, this year the County Administrator is serving as the Chairman of the 2014 Big Bend Heart Walk leading a team of executive leaders that include the City of Tallahassee City Manager, CEOs of Tallahassee Memorial Hospital and Capital Regional Medical Center, the Fringe Benefits Management Company CEO, the Sachs Media Group Vice-President, the Blue Cross Blue Shield CEO, and the Greater Tallahassee Chamber of Commerce President.

Analysis:

The AHA is a vital partner in the education of citizens in cardiovascular disease and stroke prevention and in cardiac arrest intervention. In fiscal year 2013, the County provided CPR and AED training to more than 2,000 citizens; increased the number of public access AEDs in the community; and, educated more than 300 citizens in stroke prevention, using strategies and materials produced by the AHA. The emergency cardiac care guidelines published by the AHA are used to guide the cardiac and stroke treatment protocols in use at the Division of Emergency Medical Services (EMS).

In addition, every EMS paramedic is required to participate in advanced cardiac life support and pediatric advanced life support training programs developed and certified by the AHA. These Heart Ready strategies have allowed the County to achieve a 33.6% return of spontaneous circulation in cardiac arrest patients, which is more than 400 times better than the 7% national average.

Partnering with the AHA to support the Big Bend Heart Walk will allow the County to engage event participants and further demonstrate the Board's commitment to leveraging and strengthening this strategic partnership. The County will be provided booth space at the event and recognition on key materials such as the Heart Walk website, T-shirts, event brochures, and signage.

Options:

1. Approve the partnership with American Heart Association.
2. Approve the associated Budget Amendment Request to provide \$5,000 in funding to support the 2014 Big Bend Heart Walk (Attachment #1).
3. Do not approve the partnership with American Heart Association.
4. Do approve the associated Budget Amendment Request to provide \$5,000 in funding to support the 2014 Big Bend Heart Walk.
5. Board direction

Recommendation:

Options #1 and #2.

Attachment:

1. Budget Amendment Request

RESOLUTION NO.

WHEREAS, the Board of County Commissioners of Leon County, Florida, approved a budget for fiscal year 2013/2014; and,

WHEREAS, the Board of County Commissioners, pursuant to Chapter 129, Florida Statutes, desires to amend the budget.

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Commissioners of Leon County, Florida, hereby amends the budget as reflected on the Departmental Budget Amendment Request Form attached hereto and incorporated herein by reference.

Adopted this 27th day of May, 2014.

LEON COUNTY, FLORIDA

BY: _____
Kristin Dozier, Chairman
Board of County Commissioners

ATTEST:
Bob Inzer, Clerk of the Court and Comptroller
Leon County, Florida

BY: _____

Approved as to Form:
Leon County Attorney's Office

BY: _____
Herbert W. A. Thiele, Esq.
County Attorney

**FISCAL YEAR 2013/2014
BUDGET AMENDMENT REQUEST**

No: BAB14025
Date: 5/16/2014

Agenda Item No: _____
Agenda Item Date: 5/27/2014

County Administrator

Deputy County Administrator

Vincent S. Long

Alan Rosenzweig

Request Detail:

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prog</i>	<i>Title</i>			
135	990	59900	599	EMS Fund Contingency Reserves	125,000	(5,000)	120,000
					Subtotal:	(5,000)	

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prog</i>	<i>Title</i>			
135	950	591135	581	Transfer to Fund 001	-	5,000	5,000
					Subtotal:	5,000	

Revenues

Account Information					Current Budget	Change	Adjusted Budget
<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prog</i>	<i>Title</i>			
001	950	381135	000	Transfer from Fund 135	-	5,000	5,000
					Subtotal:	5,000	-

Expenditures

Account Information					Current Budget	Change	Adjusted Budget
<i>Fund</i>	<i>Org</i>	<i>Acct</i>	<i>Prog</i>	<i>Title</i>			
001	820	58200	519	Aids to Private Organizations	43,000	5,000	48,000
					Subtotal:	5,000	

Purpose of Request:

This budget amendment appropriates \$5,000 in reserve contingency from the EMS fund to support a partnership with the American Heart Association for the 2014 Big Bend Heart Walk.

Group/Program Director

Senior Analyst

Scott Ross, Director, Office of Financial Stewardship

Approved By: Resolution Motion Administrator

**Leon County
Board of County Commissioners**


Notes for Agenda Item #3

Leon County Board of County Commissioners

Cover Sheet for Agenda #3

May 27, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Ratification of Commissioners' Appointments to the Contractors Licensing and Examination Board and Science Advisory Committee

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/Project Team:	Christine Coble, Agenda Coordinator

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

- Option #1: Ratify Commissioner Dozier's appointment of Ms. Jackie Wilson to the Contractors Licensing and Examination Board.
- Option #2: Ratify Commissioner Maddox's appointment of Mr. Shaddrick Haston to the Contractors Licensing and Examination Board.
- Option #3: Ratify Commissioner Maddox's reappointment of Mr. Tom Lewis to the Science Advisory Committee.

Report and Discussion

Background:

At its August 23, 2011 meeting, the Board approved the revised process for Advisory Committee appointments, which requires having a Consent item prepared for individual Commissioner appointments.

Analysis:

Contractors Licensing and Examination Board (CLEB)

Purpose: The CLEB accepts and approves or disapproves applications; administers examinations for contractors licenses; issues contractor certificates; conducts hearings; and, disciplines contractors for violations of building codes or State Statutes (Attachment #1).

Composition: The CLEB consists of seven members, with each Commissioner having one appointment. The CLEB shall include, whenever possible, one architect or engineer, one business person, one general contractor or other contractor (building & residential), one pool contractor or other contractor (building, residential, or general), and three consumer representatives who may be any resident of Leon County that is not, and has never been, a member or practitioner of a profession regulated by the CLEB or a member of any closely related profession. All members of the CLEB, except for the consumer representatives, shall be licensed in this state and actively engaged in the profession they represent.

Vacancies: The term of Ms. Helen Arnold, a Consumer Representative (Commissioner Dozier), expired March 31st. Ms. Arnold was appointed in 1993, and according to County Policy 03-15 regarding term limits, Ms. Arnold is not eligible for reappointment. An application has been submitted from Ms. Jackie Wilson, expressing interest in appointment (Attachment #2).

Additionally, Commissioner Maddox's appointment, Katherine Beck (Consumer Representative), resigned (Attachment #3). Mr. Shaddrick Haston submitted an application for appointment to the CLEB (Attachment #4).

Table 2. Contractors Licensing and Examination Board

Vacancy/Criteria	Eligible Applicant	Recommended Action
Consumer Representative (<i>Helen Arnold no longer eligible</i>)	Jackie Wilson	Commissioner Dozier makes appointment.
Consumer Representative (<i>Katherine Beck resigned</i>)	Shaddrick Haston	Commissioner Maddox makes appointment.

Science Advisory Committee (SAC)

Purpose: The SAC is responsible for evaluating scientific evidence and reporting findings and recommendations pertaining to environmental issues to the Board (Attachment #5).

Composition: The SAC consists of nine members; seven appointed by the Board, with each Commissioner having one appointment; and, two members appointed by the City. All appointees to the SAC shall be credentialed scientists.

Vacancies: The term of Tom Lewis (Commissioner Maddox) expired March 31. Mr. Lewis is eligible for and is interested in reappointment.

Table 3. Science Advisory Committee

Vacancy/Criteria	Eligible Applicant	Recommended Action
Tom Lewis	Tom Lewis	Commissioner Maddox makes appointment.

Options:

1. Ratify Commissioner Dozier's appointment of Ms. Jackie Wilson to the Contractors Licensing and Examination Board.
2. Ratify Commissioner Maddox's appointment of Mr. Shaddrick Haston to the Contractors Licensing and Examination Board.
3. Ratify Commissioner Maddox's reappointment of Mr. Tom Lewis to the Science Advisory Committee.
4. Board direction.

Recommendation:

Options #1, #2, and #3.

Attachments:

1. Eligibility and Criteria – Contractors Licensing and Examination Board (CLEB)
2. Application – Jackie Wilson (CLEB)
3. Resignation – Katherine Beck (CLEB)
4. Application – Shaddrick Haston (CLEB)
5. Eligibility and Criteria – Science Advisory Committee

Contractors Licensing and Examination Board

Responsibility:

Accepts and approves or disapproves applications; Administers Examinations for contractors licenses; Issues contractor certificates; Conducts hearings and Disciplines contractors for violations of building codes or State Statutes

Created By:

County Ordinance 74-22, Amended 9/8/1998

Appointments:

7 members. Each commissioner appoints one member. Building Inspection Department Director serves as non-voting member and keeps records of all proceedings.

1. General/Residential/Pool Contractor At Large I
2. Building/General/Residential/Pool Contractor
3. Business Person
4. Architect or Engineer
5. Consumer Representative
6. Consumer Representative
7. Consumer Representative

Terms:

3 years. Terms expire March 31. Number of terms allowed not specified in the Ordinance. No member may serve more than three consecutive terms. Vacancies filled for remainder of unexpired term.

Eligibility Criteria:

The contractors licensing and examination board shall consist of seven members to be appointed by the Board of County Commissioners. Such board shall include whenever possible, one architect or engineer, one business person, one general contractor or other contractor (building & residential) who is registered or certified under Section 489.105(3)(a) (c). F.S., one pool contractor or other contractor (building, residential, or general) who is registered or certified under Section 489.105(3)(d) (o). F.S., and three consumer representatives who may be any resident of Leon County that is not, and has never been, a member or practitioner of a profession regulated by the contractors licensing and examination board or a member of any closely related profession. All members of the board, except for the consumer representatives, shall be licensed in this state and actively engaged in the profession they represent on such board. All members shall be voters registered in the County.

Schedule:

First Thursday of each month, 4:30 p.m.; Renaissance Building, 2nd Floor Conference Room
435 N. Macomb Street

Contact Person/Staff:

Ed Jarriel, Building Inspector, Growth and Environmental Management
Jessica Koon, Contractors Licensing Board Administrator
435 N. Macomb Street, 2nd Floor
Tallahassee, FL 32301
606-1300; 606-1301 - Fax

CLEB Attorney
Laura Youmans, Asst. County Attorney
301 S. Monroe St.
Tallahassee, FL 32301
606-2500

Members:

<p>Arnold, Helen</p> <p>No longer eligible.</p>	<p>Begin Term: 4/26/2011</p> <p>End Term: 3/31/2014</p> <p>Type: three years</p>	<p>Original Date: 4/13/1993</p> <hr/> <p>Appointed by: Kristin Dozier Commissioner Dist. 5</p>	<p>Category of Consumer Representative</p> <p>Email: arnoldh@leonschools.net</p>
<p>Utermohle, Jack</p>	<p>Begin Term: 5/22/2012</p> <p>End Term: 3/31/2015</p> <p>Type: three years</p>	<p>Original Date: 9/22/2009</p> <hr/> <p>Appointed by: Mary Ann Lindley Commissioner At-large</p>	<p>Category: Pool Contractor</p> <p>Email: jackutermohle@yahoo.com</p>
<p>Jackson, Royce Van Van Jackson Construction Company, Inc.</p>	<p>Begin Term: 4/10/2012</p> <p>End Term: 3/31/2015</p> <p>Type: three years</p>	<p>Original Date: 6/9/2009</p> <hr/> <p>Appointed by: John Dailey Commissioner Dist. 3</p>	<p>Category: General Contractor</p> <p>Email: vjcc@comcast.net</p>
<p>Muldrow, William</p>	<p>Begin Term: 4/10/2012</p> <p>End Term: 3/31/2015</p> <p>Type: three years</p>	<p>Original Date: 3/25/1997</p> <hr/> <p>Appointed by: Bill Proctor Commissioner Dist. 1</p>	<p>Category of Building Contractor</p> <p>Email: williammuldrow@hotmail.com</p>
<p>Beck, Katherine</p> <p>Resigned</p>	<p>Begin Term: 4/13/2010</p> <p>End Term: 3/31/2016</p> <p>Type: three years</p>	<p>Original Date: 4/10/2001</p> <hr/> <p>Appointed by: Nick Maddox Commissioner At-large</p>	<p>Category of Consumer Representative</p> <p>Email: kbeck@beckconsultinggggroup.us</p>
<p>Hodges, Stephen Tallahassee Construction Company, Inc.</p>	<p>Begin Term: 4/13/2010</p> <p>End Term: 3/31/2016</p> <p>Type: three years</p>	<p>Original Date: 7/22/2003</p> <hr/> <p>Appointed by: Jane G. Sauls Commissioner District 2</p>	<p>Category of Business Person</p> <p>Email: stephenhodges@earthlink.net</p>
<p>Bullard, Robert</p>	<p>Begin Term: 6/26/2012</p> <p>End Term: 3/31/2017</p> <p>Type: three years</p>	<p>Original Date: 3/22/2005</p> <hr/> <p>Appointed by: Bryan Desloge Commissioner Dist. 4</p>	<p>Category of Consumer Representative</p> <p>Email: bcbullard@comcast.net</p>

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

**It is the applicant's responsibility to keep this information current.
To advise the County of any changes please contact Christine Coble
by telephone at 606-5300 or by e-mail at CobleC@leoncountyfl.gov**



Applications will be discarded if no appointment is made after two years.

Name: Jackie Wilson		Date: 08-May-2014
Home Phone: (850) 980-1414	Work Phone: (850)228-8661X	Email: jwilson@tlhtech.com; jackiekw@aol.com
Occupation: SALES EXECUTIVE		Employer: TALLAHASSEE TECHNOLOGY GROUP. INC.
Preferred mailing location: Home Address Work Address: PO BOX 13672		
City/State/Zip: TALLAHASSEE FL 32317		
Home Address 1010 MIMOSA DR		
City/State/Zip: TALLAHASSEE FL 32312		
Do you live in Leon County? Yes If yes, do you live within the City limits? Yes		
Do you own property in Leon County? Yes If yes, is it located within the City limits? Yes		
For how many years have you lived in and/or owned property in Leon County? 40.00years		
Are you currently serving on a County Advisory Committee? No		
If yes, on what Committee(s) are you a member?		
Have you served on any previous Leon County committees? No		
If yes, on what Committee(s) are you a member?		
Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference		
1st Choice: Contractors Licensing and Examination Board 2nd Choice:		
What cultural arts organization do you represent, if any?		
If not interested in any specific Committee(s), are you interested in a specific subject matter? If yes, please note those areas in which you are interested:		
<u>If you are appointed to a Committee, you are expected to attend regular meetings.</u>		
How many days permonth would you be willing to commit for Committee work? 2 to 3		
And for how many months would you be willing to commit that amount of time? 6 or more		
What time of day would be best for you to attend Committee meetings? Day, Night		
(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.		
Race: Caucasian	Sex: Female	Age: 61
Disabled? No	District:	

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in Leon County; any charitable or community activities in which you participate; and reasons for your choice of the Committee indicated on this Application.

*21 YEARS AS CEO OF THE TALLAHASSEE BUILDERS ASSOCIATION (1985-2006)
 *OWNED A PLUMBING COMPANY FOR 10 YEARS (1972-1981)
 *MEMBER OF THE TALLAHASSEE CHAPTER OF THE NATIONAL ASSOCIATION OF WOMEN IN CONSTRUCTION FOR 36 YEARS (SINCE 1978)
 *PREVIOUS MEMBER OF THE TALLAHASSEE HOUSING FOUNDATION
 *ASSISTED IN THE ORGANIZATION AND START-UP OF BOTH THE ASSOCIATED BUILDERS AND CONTRACTORS, INC. NORTH FLORIDA NORTH FLORIDA CHAPTER AMND THE LOCAL PLUMBING HEATING & COOLING CONTRACTORS ORGANIZATION
 *ORGANIZED THE ORIGINAL BOARD AND OPENED THE PACE CENTER FOR GIRLS (LEON)(20 YRS + AGO) AND SERVED AS CHAIR OF THE BOARD OF DIRECTORS FOR THE FIRST 15 YEARS. STILL SERVING ON THE BOARD

References (you must provide at least one personal reference who is not a family member):

Name: PAUL THOMPSON, EXEC. VP FHBA Telephone: 8502244316
Address: FLORIDA HOMEBUILDERS ASSOCIATION PARK & MONROE

Name: MARTHA PELHAM Telephone: 8503850060
Address: ASSOCIATED BUILDERS & CONTRACTORS, KILLEARN CTR BLVD

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

AS A MEMBER OF AN ADVISORY COMMITTEE, YOU WILL BE OBLIGATED TO FOLLOW ANY APPLICABLE LAWS REGARDING GOVERNMENT-IN-THE-SUNSHINE, CODE OF ETHICS FOR PUBLIC OFFICERS, AND PUBLIC RECORDS DISCLOSURE. THE CONSEQUENCES OF VIOLATING THESE APPLICABLE LAWS INCLUDE CRIMINAL PENALTIES, CIVIL FINES, AND THE VOIDING OF ANY COMMITTEE ACTION AND OF ANY SUBSEQUENT ACTION BY THE BOARD OF COUNTY COMMISSIONERS. IN ORDER TO BE FAMILIAR WITH THESE LAWS AND TO ASSIST YOU IN ANSWERING THE FOLLOWING QUESTIONS, YOU MUST COMPLETE THE ORIENTATION PUBLICATION www.leoncountyfl.gov/bcc/committees/training.asp BEFORE YOUR APPLICATION IS DEEMED COMPLETE.

Have you completed the Orientation? Yes

Are you willing to complete a financial disclosure form and/or a background check, if applicable? Yes

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? No

If yes, from whom?

Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? No

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? No

If yes, please explain.

Do you or your employer, or your spouse or child or their employers, do business with Leon County? No

If yes, please explain.

Do you have any employment or contractual relationship with Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee? No

If yes, please explain.

All statements and information provided in this application are true to the best of my knowledge.

Signature: Jackie Wilson

This application was electronically sent: 5/8/2014 3:56:49PM

From: "Kathie Beck" <kbeck@beckconsultinggroup.us>
To: <CobleC@leoncountyfl.gov>, "Jessica Lowe" <LoweJ@leoncountyfl.gov>
Date: 4/3/14 12:53 PM
Subject: LCCLB

I am sorry to inform you that I will need to resign my position on the Leon County Contractor's Licensing Board due to extenuating family health issues.

I have certainly enjoyed my service to the Board, and would hope to be considered for future advisory positions, but I cannot, in all fairness to you or myself, make the time commitment presently.

Thank you for your understanding, and best wishes to you all.

Katherine G. Beck

Beck Consulting Group, Inc.
2292-B Hampshire Way
Tallahassee, FL

Office Number: 850) 422-1011
Cell Number: 850) 566-0999
kbeck@beckconsultinggroup.us

ADVISORY COMMITTEE APPLICATION FOR BOARD APPOINTMENT

It is the applicant's responsibility to keep this information current.
To advise the County of any changes please contact Christine Coble
by telephone at 606-5300 or by e-mail at CobleC@leoncountyfl.gov



Applications will be discarded if no appointment is made after two years.

Name: Shaddrick Haston

Date: 12-Jul-2013

Home Phone: (407) 968-5111

Work Phone: (850)412-3645X

Email: shaston@gmail.com

Occupation: ATTORNEY

Employer: STATE OF FLORIDA

Preferred mailing location: Work Address

Work Address: 3747 LAUREL TRACE WAY

City/State/Zip: TALLAHASSEE FL 32303

Home Address 3747 LAUREL TRACE WAY

City/State/Zip: TALLAHASSEE FL 32303

Do you live in Leon County? Yes If yes, do you live within the City limits? No

Do you own property in Leon County? Yes If yes, is it located within the City limits? No

For how many years have you lived in and/or owned property in Leon County? 1.00 years

Are you currently serving on a County Advisory Committee? No

If yes, on what Committee(s) are you a member?

Have you served on any previous Leon County committees? No

If yes, on what Committee(s) are you a member?

Are you interested in serving on any specific Committee(s)? If yes, please indicate your preference

1st Choice: Adjustment and Appeals Board

2nd Choice: Contractors Licensing and Examination Board

What cultural arts organization do you represent, if any?

NONE

If not interested in any specific Committee(s), are you interested in a specific subject matter? If yes, please note those areas in which you are interested:

If you are appointed to a Committee, you are expected to attend regular meetings.

How many days permonth would you be willing to commit for Committee work? 1

And for how many months would you be willing to commit that amount of time? 6 or more

What time of day would be best for you to attend Committee meetings? Day, Night

(OPTIONAL) Leon County strives to meet its goals, and those contained in various federal and state laws, of maintaining a membership in its Advisory Committees that reflects the diversity of the community. Although strictly optional for Applicant, the following information is needed to meet reporting requirements and attain those goals.

Race: African American

Sex: Male

Age: 38

Disabled? No

District: District 3

In the space below briefly describe or list the following: any previous experience on other Committees; your educational background; your skills and experience you could contribute to a Committee; any of your professional licenses and/or designations and indicate how long you have held them and whether they are effective in Leon County; any charitable or community activities in which you participate; and reasons for your choice of the Committee indicated on this Application.

I AM A LICENSED ATTORNEY IN FLORIDA AND LOUISIANA. I HAVE RESIDED IN TALLAHASSEE SINCE 2007. PUBLIC SERVICE IS A GREAT OPPORTUNITY TO GIVE BACK TO THE COMMUNITY AND MY CITY. AS YOU CAN SEE FROM MY RESUME, I HAVE BEEN A PUBLIC SERVANT ALL OF MY ADULT LIFE AND CONTINUE TO SERVE ON PROFESSIONAL COMMITTEES. IN THE PAST, I HAVE SERVED ON THE FLORIDA BAR'S MILITARY AFFAIR'S COMMITTEE AND CURRENTLY ON THE FLORIDA BAR'S COMMITTEE ON CONTINUING LEGAL EDUCATION. I WELCOME THE OPPORTUNITY TO SERVE ON A COMMITTEE AND BELIEVE I CAN PROVIDE AN IMMEDIATE CONTRIBUTION TO THE SELECTED COMMITTEE.

References (you must provide at least one personal reference who is not a family member):

Name: DAVID OROPALLO Telephone: 850-412-4304
Address: 2727 MAHAN DR., TALLAHASSEE, FL

Name: ELIZABETH DUDEK Telephone: 850.412.3606
Address: 2727 MAHAN DR., TALLAHASSEE, FL

IMPORTANT LEGAL REQUIREMENTS FOR ADVISORY COMMITTEE MEMBERSHIP

AS A MEMBER OF AN ADVISORY COMMITTEE, YOU WILL BE OBLIGATED TO FOLLOW ANY APPLICABLE LAWS REGARDING GOVERNMENT-IN-THE-SUNSHINE, CODE OF ETHICS FOR PUBLIC OFFICERS, AND PUBLIC RECORDS DISCLOSURE. THE CONSEQUENCES OF VIOLATING THESE APPLICABLE LAWS INCLUDE CRIMINAL PENALTIES, CIVIL FINES, AND THE VOIDING OF ANY COMMITTEE ACTION AND OF ANY SUBSEQUENT ACTION BY THE BOARD OF COUNTY COMMISSIONERS. IN ORDER TO BE FAMILIAR WITH THESE LAWS AND TO ASSIST YOU IN ANSWERING THE FOLLOWING QUESTIONS, YOU MUST COMPLETE THE ORIENTATION PUBLICATION www.leoncountyfl.gov/bcc/committees/training.asp BEFORE YOUR APPLICATION IS DEEMED COMPLETE.

Have you completed the Orientation? No

Are you willing to complete a financial disclosure form and/or a background check, if applicable? No

Will you be receiving any compensation that is expected to influence your vote, action, or participation on a Committee? No

If yes, from whom?

Do you anticipate that you would be a stakeholder with regard to your participation on a Committee? No

Do you know of any circumstances that would result in you having to abstain from voting on a Committee due to voting conflicts? No

If yes, please explain.

Do you or your employer, or your spouse or child or their employers, do business with Leon County? No

If yes, please explain.

Do you have any employment or contractual relationship with Leon County that would create a continuing or frequently recurring conflict with regard to your participation on a Committee? No

If yes, please explain.

All statements and information provided in this application are true to the best of my knowledge.

Signature: Shad Haston

This application was electronically sent: 7/12/2013 5:53:18AM

Science Advisory Committee

Responsibility:

Evaluates scientific evidence and reports findings and recommendations pertaining to environmental issues.

Created By:

BCC established in April 1995. Amended bylaws approved 2/8/2000

Appointments:

9 members - 7 appointed by BCC, each commissioner appoints one.
2 appointed by the City

If additional government bodies desire to make appointments to the Committee, said appointments shall be of an ex-officio nature. Ex-officio members will not have voting rights, but may participate in all other proceedings of the committee.

Terms:

Terms expire March 31. Appointed members serve a two-year term and shall be eligible for Commissioner reappointment for no more than three terms, as long as they are active, interested, and adhere to the articles of the by-laws. Per the 2000 revisions to the by-laws, terms will be staggered as follows: BCC appointments representing Commission Districts I, III, and IV and City Commission appointment #1 will expire in (March) 2000. BCC appointments representing Commission Districts II, V, and the At-Large Districts and City Commission appointment #2 will expire in (March) 2001. Vacancies filled for remainder of the unexpired term.

Eligibility Criteria:

All appointees to the SAC shall be credentialed scientists.

Schedule:

Meets the first Friday of each month, 8:30 a.m., at Growth and Environmental Management Office located at 435 N. Macomb Street
Tallahassee, FL 32301

Type of Report:

Report to BCC annually.

Contact Person/Staff:

John Kraynak, Director, Environmental Services Division
Development Support & Environmental Management
435 N. Macomb Street 32301
606-1300
email: kraynakj@leoncountyfl.gov

Administrative Support:

Mechelle Cook
606-1300
cookme@leoncountyfl.gov

Lewis, Thomas	Begin Term: 1/24/2012 End Term: 3/31/2014 Type: two years	Original Date: 1/24/2012 <hr/> Appointed by: Nick Maddox	Notes: Category: Consulting Geologist Email: tlewis@chastainskillman.com
Salters, Vincent Florida State University	Begin Term: 4/22/2014 End Term: 3/31/2016 Type: two years	Original Date: 5/25/2010 <hr/> Appointed by: Bryan Desloge	Notes: Magnetic Science Email: salters@alum.mit.edu
Cook, Skip	Begin Term: 4/22/2014 End Term: 3/31/2016 Type: two years	Original Date: 4/22/2014 <hr/> Appointed by: John Dailey	Notes: Environmental Chemistry Email: Wlanding@mailers.fsu.edu
Fusaro, Ben	Begin Term: 4/22/2014 End Term: 3/31/2016 Type: two years	Original Date: 5/25/2004 <hr/> Appointed by: Jane G. Sauls	Notes: Environmental mathematician
Hannahs, Scott	Begin Term: 3/15/2011 End Term: 3/31/2015 Type: two years	Original Date: 3/19/2009 <hr/> Appointed by: Mary Ann Lindley	Notes: Research Physicist Email: sth@curg.org
Wieckowicz, Richard	Begin Term: 3/31/2011 End Term: 3/31/2015 Type: two years	Original Date: 1/1/2005 <hr/> Appointed by: City Commission	Notes: Professional Engineer (retired) tdmlbears@yahoo.com
Newburgh, Robert	Begin Term: 4/09/2013 End Term: 3/31/2015 Type: two years	Original Date: 12/9/2008 <hr/> Appointed by: Kristin Dozier	Notes: Biochemistry Email: bobnewburgh@gmail.com

Abazinge, Michael FAMU Environmental Science Institute	Begin Term: 4/9/2013 End Term: 3/31/2015 Type: two years	Original Date: 10/14/2008 <hr/> Appointed by: Bill Proctor	Notes: Environmental Science Email: michael.abazinge@famuedu
Vacant	Begin Term: End Term: Type:	Original Date: 1 <hr/> Appointed by: City Commission	Notes: Email:

**Leon County
Board of County Commissioners**


Notes for Agenda Item #4

Leon County Board of County Commissioners

Cover Sheet for Agenda #4

May 27, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Payment of Bills and Vouchers Submitted for May 27 2014, and Pre-Approval of Payment of Bills and Vouchers for the Period of May 28 through June 9, 2014

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/Project Team:	Scott Ross, Director, Office of Financial Stewardship

Fiscal Impact:

This item has a fiscal impact. All funds authorized for the issuance of these checks have been budgeted.

Staff Recommendation:

Option #1: Approve the payment of bills and vouchers submitted for May 27, 2014, and pre-approve the payment of bills and vouchers for the period of May 28 through June 9, 2014.

Title: Approval of Payment of Bills and Vouchers Submitted for May 27 2014, and Pre-Approval of Payment of Bills and Vouchers for the Period of May 28 through June 9, 2014

May 27, 2014

Page 2

Report and Discussion

This agenda item requests Board approval of the payment of bills and vouchers submitted for approval May 27, 2014 and pre-approval of payment of bills and vouchers for the period of May 28 through June 9, 2014. The Office of Financial Stewardship/Management and Budget (OMB) reviews the bills and vouchers printout, submitted for approval during the May 27, 2014 meeting, the morning of Friday, May 23, 2014. If for any reason, any of these bills are not recommended for approval, OMB will notify the Board.

Due to the Board not holding a regular meeting on the first Tuesday in June, it is advisable for the Board to pre-approve payment of the County's bills for May 28 through June 9, 2014, so that vendors and service providers will not experience hardship because of delays in payment. The OMB office will continue to review the printouts prior to payment and if for any reason questions payment, then payment will be withheld until an inquiry is made and satisfied, or until the next scheduled Board meeting. Copies of the bills/vouchers printout will be available in OMB for review.

Options:

1. Approve the payment of bills and vouchers submitted for May 27, 2014, and pre-approve the payment of bills and vouchers for the period of May 28 through June 9, 2014.
2. Do not approve the payment of bills and vouchers submitted for May 27, 2014, and pre-approve the payment of bills and vouchers for the period of May 28 through June 9, 2014.
3. Board direction.

Recommendation:

Option #1.

VSL/AR/SR/cc


**Leon County
Board of County Commissioners**

Notes for Agenda Item #5

Leon County
Board of County Commissioners
Cover Sheet for Agenda #5

May 27, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Ratification of Board Actions Taken at the May 13, 2014 Workshop on Primary Healthcare

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Candice M. Wilson, Director, Office of Human Services and Community Partnerships
Lead Staff/ Project Team:	Rosemary F. Evans, Healthcare Services Coordinator Eryn D. Calabro, Financial Compliance Manager Shington Lamy, Assistant to the County Administrator

Fiscal Impact:

This item has a fiscal impact. Annually, through the budget process, the Board allocates \$1.7 million for the provision of healthcare services in the community.

Staff Recommendation:

Option #1: Ratify Board actions taken at the May 13, 2014 Workshop on Primary Healthcare.

Report and Discussion

Background:

On January 21, 2014, the Board directed staff to schedule a workshop on primary healthcare for May 13, 2014. The purpose of this workshop was to discuss the outcomes of the Day of Dialogue, present any formal partnerships entered into between Bond Community Health Center (Bond) and Neighborhood Medical Center (NMC), and provide an analysis of options for funding the Primary Healthcare Program.

Analysis:

The Board conducted a workshop on the Primary Healthcare Program on May 13, 2014. The workshop was comprised of the following information divided into six sections.

1. Summary of the Mercer Study
2. Summary of the Day of Dialogue
3. Overview of Bond and NMC Plans and Cooperative Efforts
4. Current Primary Healthcare Program Funding and Contract Administration
5. Analysis of Options Presented at the March 11, 2014 Workshop on Primary Healthcare
6. Options for Modifying the Primary Healthcare Program Funding Process

The Board was given a summary of the Mercer report, which discusses the Affordable Care Act (ACA) and its potential impact on the CareNet program and Leon County. It was noted in the Mercer report that without the expansion of Medicaid in Florida, there still exists a coverage gap of those who are not eligible for Medicaid and are not eligible for subsidized coverage on the Federal Health Insurance Marketplace. The CareNet program serves Leon County residents in this coverage gap.

Staff provided a summary of the outcomes of the Day of Dialogue, held April 3, 2014. The Leon County Board of County Commissioners, CareNet partners, and associated community organizations participated. The Dialogue was a day-long conversation focused on enhancing the CareNet program and bringing partners together for greater collaboration. There were many ideas to come out of the discussions, which will be addressed by the Leon County's Board-appointed Community Health Coordinating Committee.

Bond and NMC have submitted their transition plans to the County and staff provided an overview of the submissions. These transition plans address the current changes to both organizations, including HRSA awarding FQHC status to NMC, which historically has been awarded to Bond. Bond and NMC met and discussed a possible merger, however these two organizations determined a merger was not feasible. NMC and Bond announced at the Day of Dialogue they had entered into a formal partnership with FAMU to address morbidity and mortality of African Americans with Type 2 diabetes.

A summary of the current primary healthcare funding was provided by staff. Leon County has funded the CareNet agencies for more than a decade to provide critical healthcare services for the uninsured. The County has implemented a web-based database to improve tracking and accuracy of the information submitted by CareNet agencies. County staff has expressed concern about the ability of Bond and NMC to satisfy their contract requirements based on numbers reported to date. There was discussion about the accuracy of some of the numbers as related to the number of encounters reported by Bond. Staff verified that the numbers were accurate as reported in the HSCP Management System the providers are required use. Staff is working with these agencies to resolve identified issues.

At the March 11, 2014 Workshop on Primary Healthcare, the Board directed staff to provide an analysis of alternate options for primary healthcare funding. Three of the options involved setting up an FQHC. Based on NMC receiving funding from HRSA for a three-year period, there are no open funding opportunities to pursue creating a new FQHC; therefore, these options are not recommended for further consideration at this time.

Given the change in status of NMC and Bond, as well as input received from the Day of Dialogue, staff presented three updated options for the Board to consider as it relates to FY 2014/15 funding:

- Option #1 modified allocations to the current CareNet agencies based on what was presented in their Non-Departmental Funding applications.
- Option #2 provided modified allocations to CMS Foundation/We Care, Apalachee Center, and FAMU Pharmacy, and set up a competitive grant process for primary care funding.
- Option #3 included modified allocations for CMS Foundation/We Care, Apalachee Center, and FAMU Pharmacy, and directed Bond and NMC to present to the County within 45 days a plan to address allocation of funds between the two organizations and to address gaps and barriers identified at the Day of Dialogue. This option would set aside funding for Bond and NMC until the results of their plan were presented to the County.

The Board approved Option #1 for Primary Healthcare Program funding for FY 2014/15. Under this option, funding is as follows:

- Bond Community Health Center: \$368,000
- Neighborhood Medical Center: \$798,097
- CMS Foundation/We Care: \$168,826
- FAMU Pharmacy/Diabetes Partnership: \$244,500
- Florida Healthy Kids: \$2,488
- Apalachee Center: \$157,671

The total Primary Healthcare Program funding for FY 2014/15 is: \$1,739,582, which is level with FY 2013/14.

Options:

1. Ratify Board actions taken at the May 13, 2014 Workshop on Primary Healthcare.
2. Do not ratify actions taken at the May 13, 2014 Workshop on Primary Healthcare.
3. Board direction.

Recommendation:

Option #1.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #6

Leon County Board of County Commissioners

Cover Sheet for Agenda #6

May 27, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Request to Schedule the First and Only Public Hearing to Consider an Ordinance Amending Chapter 10 of the Leon County Land Development Code to Correct Scrivener's Errors and Inadvertent Inconsistencies for Tuesday, June 10, 2014 at 6:00 p.m.

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Tony Park, P.E., Director, Public Works and Community Development David McDevitt, Director, Development Support & Environmental Management
Lead Staff/ Project Team:	John Kraynak, P.E. Environmental Services Director Ryan Culpepper, Development Services Director

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Schedule the first and only Public Hearing to consider an Ordinance amending Chapter 10 of the Leon County Land Development Code to correct scrivener's errors and inadvertent inconsistencies for Tuesday, June 10, 2014 at 6:00 p.m.

Title: Request to Schedule the First and Only Public Hearing to Consider an Ordinance Amending Chapter 10 of the Leon County Land Development Code, to Correct Scrivener's Errors and Inadvertent Inconsistencies for Tuesday, June 10, 2014 at 6:00 p.m.

May 27, 2014

Page 2

Report and Discussion

Background:

Over time, staff has found several errors in the Land Development Code (LDC) that need correction to ensure accuracy and continuity. Staff maintains an ongoing list of these corrections until there is a sufficient quantity to justify an Ordinance amendment. Staff has drafted a proposed Ordinance to correct the errors noted to date (Attachment #1).

Analysis:

The proposed amendments fall into several categories. The first category consists of sections that contain the incorrect Department name (either Growth or Community Development) that requires updating to reflect the Department of Development Support and Environmental Management. The second category includes incorrect code citations due to either staff error in renumbering or Municipal Code making inconsistent format changes, and the third category clarifies various inconsistencies within the code. A matrix outlining the proposed amendments is included as Attachment #2.

The proposed Ordinance is intended to correct these errors by clarifying ambiguous information, correcting spelling/grammar, reorganizing sections, correcting citations, and updating outdated terminology. As previously stated, many of these amendments are efforts to update older terminology and outdated department names referenced in the LDC, while other amendments include updates to citations that have since been revised or are no longer in effect. For example, when the Two Track Review Process was adopted, the pre-application meeting was eliminated in the review process. Several references to the pre-application meeting still exist in the LDC in other sections; therefore, those items are being updated to reflect that the optional "pre-submittal" meeting is now the standard practice.

Options:

1. Schedule the first and only Public Hearing to consider an Ordinance amending Chapter 10 to correct scrivener's errors and inadvertent inconsistencies for Tuesday, June 10, 2014 at 6:00 p.m.
2. Do not schedule the first and only Public Hearing to consider an Ordinance amending Chapter 10 of the Leon County Land Development Code to correct scrivener's errors and inadvertent inconsistencies for Tuesday, June 10, 2014 at 6:00 p.m.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. Proposed Ordinance
2. Matrix of Amendments

ORDINANCE NO. 14- _____

1
2
3 AN ORDINANCE OF THE BOARD OF COUNTY COMMISSIONERS OF
4 LEON COUNTY, FLORIDA, AMENDING CHAPTER 10 OF THE CODE
5 OF LAWS OF LEON COUNTY, FLORIDA, RELATING TO THE LAND
6 DEVELOPMENT CODE; AMENDING SECTION 10-1.101,
7 DEFINITIONS; AMENDING SECTION 10-2.301, DEVELOPMENT
8 REVIEW COMMITTEE; AMENDING SECTION 10-2.351, WAIVER OF
9 NONCONFORMING STATUS; AMENDING SECTION 10-2.402, VESTED
10 CATEGORIES; AMENDING SECTION 10-3.107, APPEALS; AMENDING
11 SECTION 10-4.202, RELATING TO PRE-DEVELOPMENT
12 ENVIRONMENTAL ANALYSIS REVIEWS; AMENDING SECTION 10-
13 4.203, RELATING TO ENVIRONMENTAL MANAGEMENT PERMIT
14 APPLICATION REQUIREMENTS AND CONDITIONS; AMENDING
15 SECTION 10-4.214, EXPIRATION AND TRANSFER OF PERMITS;
16 AMENDING SECTION 10-4.301, WATER QUALITY TREATMENT
17 STANDARDS; AMENDING SECTION 10-4.303, STORMWATER
18 MANAGEMENT DESIGN STANDARDS; AMENDING SECTION 10-
19 4.323, SPECIAL DEVELOPMENT STANDARDS FOR
20 ENVIRONMENTALLY SENSITIVE ZONES; AMENDING SECTION 10-
21 4.327, TOPOGRAPHIC ALTERATIONS; AMENDING SECTION 10-4.342,
22 GENERAL APPLICABILITY; AMENDING SECTION 10-4.357, USE OF
23 LANDSCAPE AREA; AMENDING SECTION 10-4.401,
24 REDEVELOPMENT ALLOWANCES; AMENDING SECTION 10-4.503,
25 VARIANCES; AMENDING SECTION 10-6.204, SCHEDULE OF FEES,
26 CHARGES AND EXPENSES; AMENDING SECTION 10-6.696, PLANNED
27 UNIT DEVELOPMENTS; AMENDING SECTION 10-6.803, ACCESSORY
28 USES; AMENDING SECTION 10-6.804, TEMPORARY USES;
29 AMENDING SECTION 10-6.812, COMMUNICATION ANTENNAS AND
30 COMMUNICATION ANTENNA SUPPORT STRUCTURES; AMENDING
31 SECTION 10-6.813, BROADCAST ANTENNA SUPPORT STRUCTURES;
32 AMENDING SECTION 10-6.814, OUTDOOR PAINTBALL RANGES;
33 AMENDING SECTION 10-6.815(1)P, RELATING TO RURAL SMALL-
34 SCALE PLANT NURSURIES; AMENDING SECTION 10-7.201, LIMITED
35 PARTITIONS; AMENDING SECTION 10-7.202, REVISED 2.1.9 FAMILY
36 HEIR SUBDIVISION STANDARDS; AMENDING SECTION 10-7.203,
37 SITE AND DEVELOPMENT PLANS PROPOSING SUBDIVISION OF
38 PROPERTY REQUIRING PLATTING; AMENDING SECTION 10-7.204,
39 CONSERVATION SUBDIVISION; AMENDING SECTION 10-7.402,
40 DEVELOPMENT REVIEW AND APPROVAL SYSTEM; AMENDING
41 SECTION 10-7.403, TYPE A REVIEW; AMENDING SECTION 10-7.404,
42 TYPE B REVIEW; AMENDING SECTION 10-7.405, TYPE C REVIEW;
43 AMENDING SECTION 10-7.413, ON-GOING INSPECTIONS;
44 AMENDING SECTION 10-7.525, WATER AND SEWER CHARGES;
45 AMENDING SECTION 10-7.542, PARKING STANDARDS COMMITTEE;
46 AMENDING SECTION 10-7.545, NUMBER OF OFF-STREET PARKING

1 SPACES; AMENDING SECTION 10-7.603, SUBMITAL; AMENDING
2 SECTION 10-8.106, PERMIT CERTIFICATION REQUIREMENTS;
3 AMENDING SECTION 10-8.202, CERTIFICATION FOR CERTAIN
4 CONSTRUCTION; AMENDING SECTION 10-9.303, MAXIMUM
5 NUMBER OF OFF-SITE SIGNS ALLOWED WITHIN THE
6 UNINCORPORATED COUNTY; AMENDING SECTION 10-9.306,
7 PROCEDURAL REQUIREMENTS TO OBTAIN A NEW OFF-SITE SIGN;
8 AMENDING SECTION 10-11.105, STREET NAMES; AMENDING
9 SECTION 10-11.107, ADMINISTRATION AND NUMBER ASSIGNMENT;
10 AMENDING SECTION 10-11.108, AUTHORIZATION FOR ADDRESS
11 CORRECTIONS; PROVIDING FOR CONFLICTS; PROVIDING FOR
12 SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.
13

14 BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF LEON
15 COUNTY, FLORIDA:

16
17 **SECTION 1.** Section 10-1.101 of Article I of Chapter 10 of the Code of Laws of Leon County,
18 Florida, entitled “Definitions,” is hereby amended to read as follows:
19

20 **Sec. 10-1.101. Definitions.**
21

22 * * *

23
24 *Environmentally sensitive land use matrix* shall mean a land use environmental management tool
25 which shall be maintained and made available for public use in the ~~department of growth and~~
26 ~~environmental management~~ Department of Development Support and Environmental
27 Management, and which prescribes management strategies for each of several environmental
28 constraints in relation to various land use categories and densities.
29

30 * * *

31
32 *Shade tree* shall mean any self-supporting woody plant of a species that is generally well-shaped,
33 well-branched, and well-foliated which normally grows to an overall minimum height of 35 feet
34 with a minimum average mature crown spread of 30 feet, and which is commonly accepted by
35 local horticultural and arboricultural professionals as a species which can be expected to survive
36 for at least 15 years in a healthy and vigorous growing condition over a wide range of
37 environmental conditions. A listing of suggested shade trees shall be maintained by the director
38 of ~~growth and environmental management~~ Development Support and Environmental
39 Management.
40

41 * * *

42
43 *Vested rights staff committee* shall mean a committee consisting of the following persons or their
44 designated representatives: the county attorney, the director of planning and the director
45 of ~~environmental management~~ Development Support and Environmental Management.
46

1 * * *

2
3 **SECTION 2.** Section 10-2.301 of Article II of Chapter 10 of the Code of Laws of Leon County,
4 Florida, entitled “Development Review Committee,” is hereby amended to read as follows:

5
6 **Sec. 10-2.301. Development Review Committee.**
7

8 (a) There is hereby established a development review committee (DRC) whose primary purpose
9 is to provide professional, informed review of proposed development with respect to design,
10 adequacy of public facilities, services and utilities and consistency with the Comprehensive Plan,
11 this chapter, and other applicable land development regulations.
12

13 The DRC shall advise the Board of County Commissioners, the planning commission,
14 the ~~growth and environmental management~~ Department of Development Support and
15 Environmental Management director, or designee, and the county administrator or designee
16 concerning applications for site and development plan approvals, platting, and other
17 development approval, and shall prepare studies and make recommendations on such matters as
18 are requested by the planning commission. The members of the DRC shall attend meetings of the
19 planning commission and Board of County Commissioners, as required.
20

21 (b) The DRC shall be composed of the department directors or their respective designee of the
22 following county departments:
23

- 24 (1) Tallahassee-Leon County Planning Department,
25 (2) Public works department, and
26 (3) ~~Growth and environmental management department~~ Department of Development
27 Support and Environmental Management.
28

29 * * *

30
31 **SECTION 3.** Section 10-2.351 of Article II of Chapter 10 of the Code of Laws of Leon County,
32 Florida, entitled “Waiver of nonconforming status,” is hereby amended to read as follows:
33

34 **Sec. 10-2.351. Waiver of nonconforming status.**
35

36 * * *

37
38 (d) The written certificate of the board of adjustment and appeals shall be permanently on file in
39 the office of the ~~department of growth and environmental management~~ Department of
40 Development Support and Environmental Management and a copy thereof promptly transmitted
41 to the applicant. The applicant shall provide proof that the certificate has been recorded in the
42 public records of Leon County within 30 days of the date of the certificate. Failure to record shall
43 render the certificate null and void as though it had never been issued.
44

45 * * *

1 **SECTION 4.** Section 10-2.402 of Article II of Chapter 10 of the Code of Laws of Leon County,
2 Florida, entitled “Vested Categories,” is hereby amended to read as follows:
3

4 **Sec. 10-2.402. Vested Categories.**
5

6 (a) *Presumptively vested.* The following categories were presumptively vested for the purposes
7 of consistency with the Comprehensive Plan and concurrency as specified in the Comprehensive
8 Plan and were not required to file an application to preserve their vested rights status:
9

10 (1) All nonresidential lots within a subdivision recorded as of July 16, 1990, or lots in
11 approved unrecorded subdivisions for which streets, stormwater management facilities,
12 utilities, and other infrastructure required for the development have been completed as of
13 July 16, 1990. Leon County ~~Growth and Environmental Management~~ Department of
14 Development Support and Environmental Management shall maintain a listing of such
15 exempt subdivisions.
16

17 (2) All active and valid building permits issued prior to July 17, 1990. All technically
18 complete building permit applications received by the ~~environmental management and~~
19 ~~permitting department~~ Department of Development Support and Environmental
20 Management on or before July 2, 1990, and subsequently issued, shall be vested under
21 the provisions of the Comprehensive Plan, regardless of the date of issuance.
22

23 * * *
24

25 **SECTION 5.** Section 10-3.107 of Article III of Chapter 10 of the Code of Laws of Leon
26 County, Florida, entitled “Appeals,” is hereby amended to read as follows:
27

28 **Sec. 10-3.107. Appeals.**
29

30 (a) *Process for administrative appeals.* Should an applicant seek to appeal a denial of a
31 certificate of concurrency, the appeal shall be submitted in writing, and shall include factual
32 information to document the basis for the appeal. The appeal document shall be filed with the
33 director within ten working days of receipt of notice by certified mail to the address of the
34 applicant of denial of the issuance of a certificate of concurrency or the issuance of a certificate
35 of concurrency with conditions unacceptable to the applicant. The director shall, within 30
36 calendar days, convene the concurrency appeals committee which shall render a decision on the
37 appeal within 15 working days after convening. The applicant will be provided an advance
38 notice of 15 working days before the scheduled meeting of the concurrency appeals committee
39 unless such notice is waived by the applicant.
40

41 (b) *Composition of concurrency appeals committee.* The concurrency appeals committee shall be
42 composed of the county administrator, the ~~director of growth and environmental~~
43 ~~management~~ Director of Development Support and Environmental Management and the county
44 attorney, or their designees as approved by the Board of County Commissioners.
45

1 (c) *Meetings of appeals committee.* The director shall schedule meetings of the concurrency
2 appeals committee as required to facilitate timely review of all appeals pursuant to subsection (a)
3 above and enforcement actions set forth in section 10-3.102
4

5 **SECTION 6.** Section 10-4.202(a)(2)b.7 of Article IV of Chapter 10 of the Code of Laws of
6 Leon County, Florida, related to “Pre-development environmental analysis reviews,” is hereby
7 amended to read as follows:
8

9 **Sec. 10-4.202. Pre-development environmental analysis reviews.**

10 * * *

11 7. *Cultural resources.* Significant cultural resources shall be protected in accordance with
12 section ~~10-300~~ 10-4.329. A cultural resource protection plan is required for areas
13 containing identified significant cultural resources. This plan may require a conservation
14 easement encompassing the cultural resources, provision of public access to the cultural
15 resource site, or other measures to protect, maintain, and manage the resource or to
16 mitigate for impacts to the resource.
17

18 * * *

19
20 **SECTION 7.** Section 10-4.203(c)(8) of Article IV of Chapter 10 of the Code of Laws of Leon
21 County, Florida, related to “Environmental management permit application requirements and
22 conditions,” is hereby amended to read as follows:
23

24 **Sec. 10-4.203. Environmental management permit application requirements and**
25 **conditions.**

26 * * *

27 (8) *Recording and notification of easements.* Conservation easement documents shall be
28 executed and provided with recording fees to Leon County, Department of ~~Growth and~~
29 ~~Environmental Management~~ Development Support and Environmental Management staff
30 prior to the issuance of an environmental permit. All stormwater and other easements
31 required pursuant to this article shall be recorded in the public records, and where
32 established prior to or at the time of platting or replatting shall be specifically referenced
33 in the plat to the affected property. A copy of the easement, with proof of recording, shall
34 be provided to the county administrator or designee prior to final inspection. Where
35 transfer of title to any affected parcel is proposed, it shall be the duty of the owner to
36 provide clear information, to the best of his knowledge after due diligent investigation, to
37 each prospective buyer prior to execution of any contracts, about the existence, impacts,
38 and responsibilities associated with the easements on the property. A copy of the
39 applicable easements shall be provided by the owner to each prospective purchaser prior
40 to closing, and the copy shall be initialed by the parties and attached to such closing
41 documents upon execution.

42 * * *

43

1 **SECTION 8.** Section 10-4.214 of Article IV of Chapter 10 of the Code of Laws of Leon
 2 County, Florida, entitled “Expiration and transfer of permits,” is hereby amended to read as
 3 follows:
 4

5 **Sec. 10-4.214. Expiration and transfer of permits.**
 6

7 (a) *Environmental management permits.*
 8

9 (1) *Permit life.* Environmental management permits shall expire 36 months after
 10 issuance unless otherwise specified by the county administrator or designee for
 11 master planned subdivisions or phased development projects, as provided in
 12 section 10-4.203(c)(7)b., or otherwise specified in subsection ~~(4)~~e(a)(3).
 13

14 (2) *Extensions.* Permits may be extended, by request of the applicant and approval of
 15 the county administrator or designee, for successive periods of time not to exceed
 16 36 months each, provided the request is made prior to the expiration of the prior
 17 approval and provided continuous good faith efforts have been made to complete
 18 the development. After expiration, the applicant must resubmit an application for
 19 a permit and comply with all requirements in effect at the time of resubmission.
 20 Extensions will not be granted to mining and Construction and Demolition (C&D)
 21 facilities if the facility does not have an approved closure plan that meets current
 22 stormwater requirements at the time of obtaining approval for the closure plan.
 23

24 (3) *Early expiration for cause.* If no substantial and readily observable site
 25 development activity has taken place within 24 months of the issuance of the
 26 permit or, once development is started, if no such development activity occurs for
 27 any 24 consecutive months, the county administrator or designee may, after
 28 notifying the permittee and providing an opportunity for hearing, determine the
 29 permit to be expired and shall so notify the permittee. Such a permit may not
 30 thereafter be extended.
 31

32 * * *

33 **SECTION 9.** Section 10-4.301 of Article IV of Chapter 10 of the Code of Laws of Leon
 34 County, Florida, entitled “Water Quality Treatment Standards,” is hereby amended to read as
 35 follows:
 36

37 **10-4.301 Water Quality Treatment Standards.**
 38

39 * * *

40
 41 (5) *Stormwater treatment standards within the Bradfordville Study Area.* Stormwater runoff
 42 from new development in the Bradfordville Study Area shall meet the standards set forth in
 43 this section in addition to other standards within Article IV.
 44

45 (a) Stormwater runoff shall be treated to one of the following standards below:
 46

1 (i) Systems utilizing on-line dry retention only. A volume of runoff calculated as
2 four inches times the total impervious area that will be situated on the site
3 shall be retained on the site or in an approved master stormwater facility. This
4 calculation can exclude the wetted area of the pond/stormwater facility. This
5 volume of runoff shall be collected from the entire developed portion of the
6 site and directed to on-line dry retention storage. Retention can occur in
7 cisterns, ponds, shallow swales, landscaped areas, or natural areas.
8

9 (ii) Systems utilizing a combination of off-line dry retention and detention:

- 10
- 11 a. Off-line retention shall be provided with a treatment volume calculated
12 as two and one-half inches times the total impervious area on the site.
- 13 b. Detention portion of system--In addition to the dry retention volume,
14 one of the following detention options shall also be provided:
- 15 1. Dry detention systems will provide a treatment volume
16 calculated as two inches times the total impervious area on the
17 site, or
- 18 2. Wet detention system with a permanent pool volume equivalent
19 to two and nine-tenths inches times the impervious area onsite.
- 20 c. The calculation of the above volumes can exclude the wetted area of
21 the stormwater facility.
- 22 d. Runoff from the entire developed portion of the site shall be directed in
23 sequence to each of the above facilities.
24

25 (b) Drawdown requirements:

- 26
- 27 (i) For on-line dry retention (Subsection (5)(a)(i) above), the entire treatment
28 volume must recover within 72 hours.
29
- 30 (ii) For off-line dry retention (Subsection (5)(a)(ii)a. above), the entire treatment
31 volume must recover within 24 hours.
32
- 33 (iii) For dry detention systems (Subsection (5)(a)(ii)b.1.above), the treatment
34 volume must recover within 72 hours. Dry detention systems will not include
35 underdrains but will utilize an orifice or V-notch weir for drawdown. The
36 bottom of the drawdown device will be a minimum of six inches above the
37 pond bottom.
38
- 39 (iv) For wet detention systems (Subsection (5)(a)(ii)b.2. above), the bottom of the
40 weir crest will be a minimum of 12 inches above the normal water level
41 (seasonal high groundwater table elevation).
42
- 43 (v) Regardless of the method of volume recovery, the entire retention volume
44 must recover within the time frame established above unless an approved
45 continuous analysis, using Tallahassee Airport rainfall data from January 1,
46 1959 to December 31, 1998, demonstrates that the total volume retained

1 within the stormwater system over the 40-year period is greater than or equal
2 to that retained by a dry retention system as set forth in
3 subsection (4) (5)(a)(i) based on the above described recovery times. For
4 systems requiring a combination of retention and detention, this analysis
5 shall only be used for the retention portion of the system. The detention
6 portion of this combination system will still be required in full pursuant to
7 Subsection (5)(a)(ii)b.
8

9 * * *

10
11 **SECTION 10.** Section 10-4.303 of Article IV of Chapter 10 of the Code of Laws of Leon
12 County, Florida, entitled “Stormwater Management Design Standards,” is hereby amended to
13 read as follows:
14

15 **10-4.303 Stormwater Management Design Standards.**
16

17 The design and construction of stormwater management systems shall be consistent with the
18 following minimum standards:
19

20 * * *

21
22 (16) *Minimum access stabilization requirements and permitting.* It is the intent of this
23 subsection to provide stabilization of all new roadway accesses to prevent erosion,
24 sedimentation and water quality problems in surface waters.
25

- 26 a. All new roadways and ingress/egress easements that serve three or more single-
27 family residential parcels must be stabilized to prevent erosion, sedimentation and
28 water quality problems in surface waters. This stabilization requirement applies as
29 long as there are no conflicts with more stringent standards in the Code. If a conflict
30 exists, the more stringent standard shall apply.
31
32 b. A short form permit will be required provided that the roadway or ingress/egress
33 easement:
34
35 1. Has an exposed sandy soil footprint of less than 5,000 square feet, or an
36 impervious area of less than 8,000 square feet, or a graveled area of less
37 than 10,000 square feet.
38 2. Has a width of ten feet or less and constructed on grade.
39 3. Has a parallel downstream swale at least six feet in width and between 12
40 and 15 inches in depth, ditch blocked as necessary to retain at least ~~one-~~
41 ~~half inch~~ 1.125 inches of runoff from the roadway, and directed to
42 properly sized and stabilized conveyances if the swale provides a
43 concentrated discharge.
44 4. Provides no anticipated adverse impact on downstream property.
45

- 1 c. Roadways and ingress/egress easements meeting the requirements in subsection
2 (16)a. and b. above shall not be required to obtain an operating permit and property
3 owner's association as required in section 10-4.209.
4

5 * * *
6

7 **SECTION 11.** Section 10-4.323 of Article IV of Chapter 10 of the Code of Laws of Leon
8 County, Florida, entitled "Special development standards for environmentally sensitive zones,"
9 is hereby amended to read as follows:
10

11 **Sec. 10-4.323. Special development standards for environmentally sensitive zones.**
12

13 (a) *Special development standards designation.* The Board of County Commissioners may
14 designate special development standards for environmentally sensitive zones adjacent to
15 watercourses or receiving water bodies and in other environmentally sensitive areas within any
16 watershed where additional or more stringent minimum design and development standards shall
17 apply. Design and development standards shall be established to minimize the adverse
18 environmental impacts associated with both the extent of development activity and the type of
19 land uses permitted within or adjacent to sensitive environmental features such as watercourses,
20 water bodies, wetlands, and areas subject to periodic flooding.
21

22 (b) *Lake Jackson special development zone.* Special development zones adjacent to Lake
23 Jackson are hereby designated within which the following minimum design and development
24 standards shall apply, notwithstanding any less restrictive provisions in any state law or
25 regulation or local ordinance:
26

- 27 (1) *Zone A.* Wetland and floodplain ecotone, from elevation 89 feet NGVD or the
28 water's edge, whichever provides the greater area of protection, to 100 feet NGVD:
29

30 a. *Development area limitations.*
31

- 32 1. Clearing, soil disturbance, and building area shall not exceed the
33 greater of 4,000 square feet or five percent of that part of the
34 development site located within zone A above 89 feet NGVD,
35 hereafter referred to as the base square footage. For purposes of
36 calculating this base square footage, the septic tank and drainfield area
37 shall not be included and gravel driveways kept on grade will be
38 considered as 50 percent disturbed.
39 2. No cut and fill and no fill except as necessary and specifically
40 authorized for permitted impervious areas.
41 3. No structures at or below elevation 96.5 feet NGVD, unless
42 specifically approved based on compliance with the provisions of
43 section 10-4.503, or unless approved for a previously platted lot or lot
44 of record existing on January 15, 1990, when used for single-family
45 residential use. Single-family residential use includes accessory
46 structures such as pools, tennis courts, storage sheds, and gazebos

1 which are customarily incidental and subordinate to the single-family
2 dwelling.

- 3 4. Reasonable minimum clearing for docks and access to these docks
4 accessory to a single-family use may be permitted as an exception
5 when constructed in accordance with state and local permit criteria.
6

7 b. *On-site sewage disposal system standards* shall be in compliance with Chapter
8 18 of this Code.

- 9
10 1. Minimum lot size of one acre, net usable land, exclusive of all paved
11 areas, public rights-of-way, and prepared road beds within easements,
12 and exclusive of streams, lakes, drainage ditches, marshes, or other
13 such bodies of water, and wetlands as determined by the State
14 Department of Environmental Protection or the county administrator
15 or designee.
16 2. No portion of any on-site sewage disposal system shall be located
17 within 75 feet upland of elevation 89 feet NGVD, within 75 feet of any
18 water body or watercourse or the jurisdictional limit of a wetland as
19 determined by the State Department of Environmental Protection or
20 the county administrator or designee, or within any 100-year
21 floodplain area.
22 3. An existing, previously platted, lot or lot of record existing on January
23 15, 1990, when used for single-family residential use, shall be exempt
24 from the standards of this subsection (b)(1)b. but shall comply with all
25 other applicable laws, ordinances and regulations relating to septic
26 tanks. Existing septic tanks may be replaced by the same size or larger
27 units as required by other applicable laws, ordinances, and regulations
28 relating to septic tanks, except where sanitary sewer is available.
29

30 c. *Natural vegetation protection zone.* All vegetation shall be protected in a
31 natural state from the water's edge or the normal high water line, whichever
32 provides the greater area of protection, to a minimum distance of 50 feet
33 upland from elevation 89 feet NGVD, except that established lawns existing on
34 developed single-family lots prior to January 15, 1990, may continue to be
35 maintained. Annual (or less frequent) cutting of woody plants and controlled
36 burning within the natural vegetation protection zone is allowed, as well as
37 selective removal of species which are intrusive to the native species, and
38 planting of native species, such as to improve the environmental function of the
39 area.
40

41 d. *Motor vehicle prohibition.* Automobiles, motorcycles, dune buggies, or other
42 wheeled motorized or tracked vehicles shall not be allowed within any portion
43 of zone A, including any portion of lake bottom periodically exposed as a
44 result of natural or artificial drawdown, except as follows:
45

- 46 1. Entry shall be allowed into those areas which must be entered to

1 provide reasonable access to structures, to approved boat launching
2 areas, to public parks, to approved rights-of-way, or to public
3 roadways.

- 4 2. Lawn mowers shall be allowed in areas within zone A which lie
5 landward of the natural vegetation zone, and within the latter zone if
6 permitted pursuant to subsection (b)(1)C., unless otherwise prohibited
7 by this article.
8 3. Entry shall be allowed where associated with bona fide public uses,
9 such as agency research, law enforcement, and approved lake
10 restoration and management activities.

11 * * *

12
13
14 **SECTION 12.** Section 10-4.327 of Article IV of Chapter 10 of the Code of Laws of Leon
15 County, Florida, entitled “Topographic alterations,” is hereby amended to read as follows:
16

17 **Sec. 10-4.327. Topographic alterations.**

18
19 All projects involving alteration of the contour, topography, use or vegetation cover of land, shall
20 comply with the following minimum standards:
21

22 * * *

23
24 (3) *Flood zone grade change restrictions.* The wetland protection provisions of Article IV shall
25 first be complied with prior to considering the provisions of this section. It is the intent of
26 this subsection to allow selective alterations and redevelopment activities in those specific
27 portions of a floodplain meeting the definition of altered floodplain, provided that the
28 requirements of all other applicable portions of this article are met and that the applicant
29 demonstrates in the permit application that a net improvement in the hydrologic function of
30 the adjacent unaltered floodplain will result post-development.
31

32 a. No fill or other alteration shall be made to the topography or vegetative cover in any
33 floodplain. An exception to this provision is to allow up to a maximum of five percent
34 disturbance to the unaltered floodplain located on-site, if the applicant demonstrates, to
35 the satisfaction of the county administrator or designee, that there is no reasonable
36 alternative. The following provisions apply to altered floodplains and to unaltered
37 floodplains qualifying for the five percent disturbance:
38

- 39 1. Minimum fill or alteration in a floodplain may be allowed for an approved road
40 right-of-way, driveway, water management area, or septic tank, provided that
41 all other applicable state and local standards are met and that the applicant
42 demonstrates, to the satisfaction of the county administrator or designee, that
43 there is no reasonable alternative to intruding into the floodplain and that the
44 activities will not increase water stages (for the same event) on offsite
45 properties, increase water stages onsite to an extent that this could cause
46 degradation of onsite wetland vegetation, or increase flow velocities more than

1 ten percent in unhardened stream beds adjacent to the area of the alteration.

2 For newly permitted roads within the floodplain under this subsection, which
3 could be either public road rights-of-way or those that will be accepted by
4 Leon County for public dedication, the applicant shall demonstrate that at full
5 basin buildout, upstream backwater stages will be raised no more than one-half
6 foot for a ten-year flood event, no more than one foot for a 100-year flood
7 event, and no higher than one foot below the finished floor elevations of
8 existing upstream occupied structures during a 100-year flood event. If flow
9 velocities are increased to an extent that erosion of the streambed can result,
10 the streambed shall be lined or energy dissipation devices shall be installed to
11 lower flow velocities.

12 2. For projects where placement of fill is allowed in a floodprone area or in the
13 floodplain pursuant to subsection 1., compensating volume shall be provided.
14 The compensating volume required shall be located so as to mitigate the
15 ecological and hydrologic impacts of the fill.

16 3. There shall be a prohibition against the placement of fill within FEMA
17 designated floodways, except for the placement of piles, piers, or abutments as
18 required for bridge construction and such construction shall comply with the
19 provisions of subsection 1.

20 4. Where fill is to be placed within a 100-year floodplain, as deemed necessary by
21 the county administrator or designee based on technical criteria, compliance
22 with the provisions of Standards for Flood Hazard Reduction, Subsections 10-
23 8.3014736(f)(1) through (6) shall be demonstrated.

24
25 b. Fill for single-family home foundations located within the 100-year floodplain will be
26 allowed as long as it is in full compliance with the technical policy as set forth by the
27 county administrator or designee, "Policy Concerning the Placement of Fill in the
28 Floodplain on Single-family Residential Lots" or its successor. This policy only
29 applies to previously platted nonconforming lots where there is no reasonable
30 alternative to the limited placement of foundation fill. This subsection or policy shall
31 not be interpreted to facilitate in any way whatsoever the creation of new lots of record
32 that would cause a single-family home to be constructed within the 100-year
33 floodplain.

34
35 **SECTION 13.** Section 10-4.342 of Article IV of Chapter 10 of the Code of Laws of Leon
36 County, Florida, entitled "General applicability," is hereby amended to read as follows:

37
38 **Sec. 10-4.342. General applicability.**

39
40 (a) Landscaping information shall be provided in a landscape development plan as part of the
41 environmental management permit application, for all new development and redevelopment
42 in the county except as specified in subsection (b). The following requirements and
43 standards for landscaping shall apply:

44
45 (1) Minimum landscaped areas in all developed land use areas, including towers and
46 telecommunication projects, additions of 1,000 square feet or more of impervious

1 area, or where redevelopment requires additional parking, in accordance with
2 sections 10-173, 10-4.344, 10-4.347 through 10-4.355, including section 10-6.812
3 for towers and telecommunication projects.

- 4 (2) A reforestation program, in accordance with sections 10-4.347, 10-4.349, 10-4.350,
5 and 10-4.353.
- 6 (3) Landscaped areas in off-street parking facilities and other vehicular use areas, in
7 accordance with sections 10-4.347, 10-4.348, 10-4.350 and 10-4.351.
- 8 (4) Minimum natural area, site design alternative, or other environmentally sensitive
9 areas, in accordance with sections 10-4.345, 10-4.345.1, 10-4.346, and 10-4.202.
- 10 (5) Landscape buffer requirements for uncomplimentary land use conflicts applicable to
11 all development identified in the zoning and site plan review code, section 10-7.522.
- 12 (6) Vegetation management plan. A vegetation maintenance plan for pre-development
13 vegetation in accordance with subsections 10-4.345(c) and 10-4.209(c)~~2~~, (f)(1)h.
14 and (g)(7).
- 15 (7) Bradfordville. Additional landscape requirements for the Bradfordville Study area
16 are set forth in section 10-4.386, 10-6.673(10), 10-6.674(10), 10-6.675(10), and 10-
17 6.676(10).
- 18 (8) Projects within or abutting future transportation corridors. This paragraph applies to
19 land within or abutting future transportation corridors designated on/in the future
20 right-of-way needs map and the Tallahassee-Leon County Long Range
21 Transportation Plan of the Tallahassee-Leon County Comprehensive Plan, as
22 amended. Subsection 10-7.530(h) of the Leon County Code of Laws provides that
23 green space credits and other incentives may be given to landowners who dedicate
24 property determined by the county as necessary for corridor protection. Therefore,
25 for the purpose of calculating natural area and landscape area requirements pursuant
26 to section's 10-4.344 and 10-4.345 of this chapter, the acreage of the parcel prior to
27 dedication shall be used. If land to be dedicated includes natural area that will be
28 removed in the future, the developer may replant natural area elsewhere on the site.
29 In the event that right-of-way needs restrict the parcel to the point that staff
30 determines economic use of the land is significantly reduced by the natural area
31 requirement, the County Administrator or designee may provide a functional waiver
32 of this requirement, and the terms of such waiver shall be included in the written
33 agreement required by subsection 10-7.530(h) of the Leon County Code of Laws.
34 This incentive, if applicable, shall be provided consistent with subsection 10-
35 7.530(h).

36
37 * * *

38
39 **SECTION 14.** Section 10-4.357 of Article IV of Chapter 10 of the Code of Laws of Leon
40 County, Florida, entitled "Use of landscape area," is hereby amended to read as follows:

41
42 **Sec. 10-4.357. Use of landscape area.**

43
44 No required landscape area shall be used for parking (except limited encroachment as permitted
45 in Subsection 10-4.347(1)~~(6)~~b.) or for accessway structures, garbage or trash collection or any
46 other functional use contrary to the intent and purposes of this division.

1
2 **SECTION 15.** Section 10-4.401 of Article IV of Chapter 10 of the Code of Laws of Leon
3 County, Florida, entitled “Redevelopment allowances,” is hereby amended to read as follows:
4

5 **Sec. 10-4.401. Redevelopment allowances.**
6

7 (a) In the unincorporated area of the County, when redevelopment is occurring and when the
8 demolition or removal of the principal structure or 50 percent or more of the impervious
9 surface existing on a site is occurring, it is the intent of this section to allow for the
10 following modifications to this article:
11

12 (1) *Allowances.* The following allowances apply to parcels with impervious area greater
13 than or equal to 25 percent of the parcel existing on or before January 1, 2004, if
14 there is no reduction to special development zone requirements and the requirements
15 of section 10-4.202:
16

- 17 a. Only 1/2 of the landscaping area requirements of sections 10-4.344, 10-
18 4.347(1)a., and (2) shall be applied except the minimum landscape island area
19 shall remain 400 sf.
- 20 b. Section 10-4.351(e)(4)a. (40 percent canopy coverage of parking areas) shall
21 not apply.
- 22 c. Trees preserved shall receive double the credit listed in section 10-4.349.
- 23 d. A parcel may utilize section 10-4.346 if no impacts are proposed to
24 preservation areas.
- 25 e. If no increase in impervious area is proposed, section 10-4.302 2.a. is
26 presumed to be met.
- 27 f. If full water quality treatment is provided as required by this article, then the
28 parcel may utilize 50 percent of the existing impervious in the rate control and
29 downstream analysis calculations required in section 10-4.302.
- 30 g. Site specific stormwater standards in Section’s 10-4.301(2), 10-4.301(3) and
31 10-4.301(4) may be reduced up to 50% for all previously developed areas if
32 stormwater treatment is provided by retention. The treatment volume for
33 these areas must still meet the minimum state water quality treatment
34 standards.
35

36 (2) *Variances.* Where a redevelopment site cannot meet the requirements of specific
37 stormwater management, landscape, and tree protection requirements of division 3, a
38 variance may be sought by submitting an application to Leon County ~~Growth and~~
39 ~~Environmental Management Department~~ Development Support and Environmental
40 Management in accordance with the requirements in section 10-2.347.
41

42 * * *

43
44 **SECTION 16.** Section 10-4.503 of Article IV of Chapter 10 of the Code of Laws of Leon
45 County, Florida, entitled “Variances,” is hereby amended to read as follows:
46

1 **Sec. 10-4.503. Variances.**
2

3 (a) *Authorized.* To the extent that a variance, if granted, would not be inconsistent with the
4 provision of the Comprehensive Plan, the Leon County Board of Adjustment and Appeals is
5 hereby authorized to grant variances to the specific stormwater management, landscape, and tree
6 protection requirements of division 3, except for the requirements of division 3 as they apply
7 within any wetland, water body, watercourse, floodplain, or floodway, upon filing of a written
8 petition with the Leon County Department of ~~Growth and Environmental~~
9 ~~Management~~ Development Support and Environmental Management by the property owner for
10 whose land the variance is sought, and payment of a fee for same. The board of adjustment and
11 appeals shall consider such a request at a public hearing. The procedures, criteria, and hearing
12 requirements set forth for variances in article II shall govern applications for variances under this
13 article. When all criteria for a variance have been met, based on the evidence presented, only the
14 minimum variance necessary shall be granted.
15

16 (b) *Criteria.* Applications for variances under this article may only be approved when:
17

- 18 (1) Literal enforcement of the requirements of this article would result in an
19 unnecessary and undue hardship not resulting from the actions of the property
20 owners, and
- 21 (2) Granting of the variance will not impair the attainment of the objectives of this
22 article, and
- 23 (3) Technical evidence reasonably supports the conclusion that no significant adverse
24 impacts will result from the granting of the variance, and
- 25 (4) When an application for subdivision or site and development approval has been
26 submitted.
27

28 (c) *Wetlands, water bodies, watercourses, floodplains, or floodways.* To the extent that a
29 variance, if granted, would not be inconsistent with the provision of the Comprehensive Plan,
30 only the Board of County Commissioners may grant variances to the requirements of division 3
31 as they apply within any wetland, water body, watercourse, floodplain, or floodway, upon
32 application of the property owner filed with the director and payment of a fee as established by
33 the Board of County Commissioners, in the same manner, and pursuant to the same procedures
34 and criteria, as set forth for variance requests in this section.
35

36 (d) *Public sector linear infrastructure variances.*
37

- 38 (1) *Standards and procedures.* Variances for public sector projects approved as
39 provided herein are intended to comply with Policy 1.3.11[C] of the
40 Comprehensive Plan Conservation Element, and are not limited to the maximum
41 five percent threshold associated with conservation or preservation areas.
42

- 43 a. *Development activity within a conservation or preservation overlay*
44 *district:* A governmental entity or a franchisee of a governmental entity
45 serving a public purpose may petition for a public sector linear
46 infrastructure variance pursuant to this section.

- b. *Public sector linear infrastructure systems:* Examples of public sector linear infrastructure systems include, but are not limited to transportation systems such as roads, sidewalks and bikeways, water and sewer distribution and collection systems, stormwater conveyance and impoundment systems, telecommunication lines, gas and electric distribution and transmission systems. Ancillary components or subsystems of linear infrastructure systems, which functionally must be located adjacent to or near the linear system may also request a variance under this subsection.
- c. *Department of ~~Growth and Environmental Management~~ Development Support and Environmental Management review:* A petition for a variance under this subsection shall be made after the approval of a natural features inventory and after review of an environmental impact analysis by the ~~Department of Growth and Environmental Management~~ Department of Development Support and Environmental Management, as applicable.
- d. *Mitigation:* Evaluation of other feasible alternatives and determination of appropriate mitigation shall be explored during the environmental impact analysis.

* * *

SECTION 17. Section 10-6.204 of Article VI of Chapter 10 of the Code of Laws of Leon County, Florida, entitled "Schedule of fees, charges, and expenses," is hereby amended to read as follows:

Sec. 10-6.204. Schedule of fees, charges, and expenses.

(a) The Board of County Commissioners shall establish by resolution a schedule of fees, charges, and expenses and a collection procedure for all certificates, permits, appeals, applications, and other matters pertaining to this Code. The schedule of fees shall be posted in the offices of the ~~growth and environmental management department~~ Department of Development Support and Environmental Management and the ~~planning department~~ Planning Department, and may be altered or amended by resolution of the Board of County Commissioners.

* * *

SECTION 18. Section 10-6.696 of Article VI of Chapter 10 of the Code of Laws of Leon County, Florida, entitled "Planned unit developments," is hereby amended to read as follows:

Sec. 10-6.696. Planned unit developments.

- 1. *Specific uses required by the Comprehensive Plan to be developed as planned developments or planned unit developments.*

- 1 (a) *Purpose and intent.* The purpose and intent of this subsection is to provide for the
2 required review of the uses specifically identified in the Comprehensive Plan as uses
3 to be developed as planned developments or planned unit developments. These uses
4 are ones which may have a potential adverse impact and therefore should be subject
5 to additional review.
- 6 (b) *Allowable land uses.* Those uses specifically identified in the goals, objectives, and
7 policies, the land use categories and the land development use matrix shall be
8 allowed.
- 9 (c) *Development standards.* These uses shall be subject to review and approval by the
10 Board of County Commissioners and any specific standards as shown in the
11 Comprehensive Plan, these regulations, and other applicable codes or ordinances.

12
13 2. *Planned unit development (PUD) zoning district requirements and procedures.*

- 14
15 (a) *Purpose and intent of district.* The planned unit development (PUD) zoning district
16 and associated concept plan may be used to establish types of development and
17 arrangements of land uses that are consistent with the Comprehensive Plan, but which
18 are not otherwise provided for or allowed in the zoning districts set out in this
19 chapter. The range of uses and development intensities allowed within a particular
20 PUD district, along with any corresponding development and design standards are
21 established by an associated PUD concept plan. Subsequent development within the
22 PUD district is implemented by the approval of one or more site and development
23 plans, known as PUD final plans.

24
25 The standards for creating a new PUD district and its associated concept plan set out
26 herein are intended to promote flexibility of design and permit planned diversification
27 and integration of uses and structures. The process set out herein allows the Board of
28 County Commissioners to evaluate applications to establish new PUD districts and
29 their associated concept plans, to make modifications to adopted concept plans, and to
30 render final determination as to whether applications should be approved, approved
31 with conditions, or denied. In addition, the Board of County Commissioners, may
32 through approval with conditions, establish such additional limitations and
33 regulations as it deems necessary to protect the public health, safety, and general
34 welfare. Specifically, the PUD district is intended to:

- 35
36 (1) Promote more efficient and economic uses of land.
37 (2) Provide flexibility to meet changing needs, technologies, economics, and
38 consumer preferences.
39 (3) Encourage uses of land which reduce transportation needs and which conserve
40 energy and natural resources to the maximum extent possible.

- 1 (4) Preserve to the greatest extent possible, and utilize in a harmonious fashion,
2 existing landscape features and amenities.
- 3 (5) Provide for more usable and suitably located recreational facilities, open
4 spaces and scenic areas, either commonly owned or publicly owned, than
5 would otherwise be provided under a conventional zoning district.
- 6 (6) Lower development and building costs by permitting smaller networks of
7 utilities and streets and the use of more economical building types and shared
8 facilities.
- 9 (7) Permit the combining and coordinating of land uses, building types, and
10 building relationships within a planned development, which otherwise would
11 not be provided under a conventional zoning district.
- 12

13 (b) *Planned unit development in residential preservation land use category.* In addition
14 to the provisions of this section, planned unit developments proposed for lots in a
15 recorded or unrecorded residential subdivision zoned residential preservation and
16 which directly abut an arterial or a major collector roadway shall be consistent with
17 the provisions cited in subsection 10-6.617(a)(4) of these regulations. Planned unit
18 developments proposed for interior lots in a recorded or unrecorded subdivision
19 zoned residential preservation shall be consistent with the density of the existing
20 residential development in the recorded or unrecorded subdivision as provided for in
21 subsection 10-6.617(a)(2) of these regulations. For the purpose of this section, interior
22 lots mean those lots within a recorded or unrecorded subdivision in the residential
23 preservation zoning district having sole legal access via the roadway network internal
24 to the subdivision and said roadway network was specifically constructed as part of
25 the subdivision roadway network.

26
27 (c) *Establishment of a new PUD district and adoption of an associated concept plan.*

28
29 (1) *Eligibility for application.* Applications for establishment of a new PUD
30 zoning district shall demonstrate compliance with the following minimum
31 eligibility criteria:

- 32 a. *Minimum area for a PUD zoning district.* The minimum area required
33 for an application to a PUD district shall be five acres, except where
34 the proposed use is required to be approved as a planned unit
35 development by the Comprehensive Plan wherein, there shall be no
36 minimum area required.
- 37 b. *Configuration of the PUD zoning district.* The PUD zoning district
38 shall consist of a single discrete area of land of sufficient width and
39 depth to accommodate the proposed use.

1 c. *Unified control/ownership.* All properties included for the purpose of
2 application to amend the official zoning map to create a PUD district
3 shall be under the ownership or control of the applicant.

4 (2) *Review process.* The approval of a PUD zoning map amendment and
5 associated concept plan application rests with the Board of County
6 Commissioners. An application for a PUD zoning district shall include a PUD
7 concept plan; a PUD zoning district shall not be established unless and until
8 an associated implementing PUD concept plan is approved by the Board of
9 County Commissioners. Review of an application for a PUD zoning map
10 amendment and associated concept plan shall undergo the following
11 sequence:

12 a. *Pre-application conference.* An application for a pre-application
13 conference shall be submitted in accordance with established policies
14 and procedures.

15 b. *PUD concept plan application.* A PUD concept plan application shall
16 be submitted in accordance with the submittal requirements set forth in
17 subsection (3) of this section.

18 c. *Public notification.* Public notice of the PUD concept plan shall be
19 provided by publication in a newspaper of regular and general
20 circulation. In addition, written notice shall be mailed to the current
21 address of each owner of property located within 1,000 feet of the
22 properties included in the application based upon the records of the
23 Leon County Property Appraiser's office, and to registered
24 neighborhood associations.

25 d. *DRC meeting and recommendation.* The development review
26 committee shall review the PUD concept plan application to evaluate
27 consistency with the Comprehensive Plan and compliance with
28 applicable land development regulations adopted by the county. The
29 DRC shall prepare an itemized list of written findings of fact that
30 support a recommendation of approval, approval with conditions, or
31 denial of the PUD concept plan. The written findings of the DRC shall
32 be forwarded to the planning commission.

33 e. *Planning commission public hearing and recommendation.* The
34 planning commission shall conduct a public hearing on the PUD
35 zoning map amendment and concept plan application and formulate
36 findings supporting a recommendation to the Board of County
37 Commissioners to approve, approve with conditions, or deny the
38 application. The planning commission's recommendation shall be
39 based upon the recommendation of the DRC, public testimony and
40 findings made on the record at the public hearing. Quasi-judicial

1 proceedings may be invoked pursuant to the provisions of Article XI,
2 **Division 9** of this Code.

- 3 f. *Board of County Commissioners public hearing and disposition.* The
4 Board of County Commissioners shall conduct a public hearing on the
5 PUD zoning map amendment and concept plan application. The
6 Board's final action approve, approve with conditions, or deny the
7 application shall be based upon the recommendations of the planning
8 commission and the DRC, public testimony, and findings made on the
9 record at the public hearing. The decision of the Board of County
10 Commissioners shall be supported by written findings. The decision of
11 the Board of County Commissioners shall be final.

12 (3) *Application content and submittal requirements.*

- 13 (a) *PUD concept plan.* A PUD concept plan is a generalized plan that
14 establishes the allowable land uses and the allowable development
15 density or intensity ranges as well as any corresponding development
16 and design standards for all lands within the PUD zoning district. A
17 PUD concept plan may further establish separate subdistricts. The
18 PUD concept plan may, for each subdistrict, establish a separate list of
19 allowable uses and applicable standards, so long as those uses and
20 standards are consistent with those established for the PUD district.

21 A PUD concept plan shall consist of the graphic and/or textual
22 information itemized in [subsections] 1. through 4. below.
23 Adjustments to this information can be made at the pre-application
24 conference.

- 25 1. A general plan for the use of all lands within the proposed
26 PUD. Such plans shall indicate the general location of
27 residential areas (including density and unit types), open space,
28 parks, passive or scenic areas, and nonresidential areas
29 (including maximum building square footage and maximum
30 height).
- 31 2. A plan of vehicular and pedestrian circulation showing the
32 general locations and right-of-way widths of roads, sidewalks,
33 the capacity of the system and access points to the external and
34 internal thoroughfare network. The conceptual vehicular plan
35 for a PUD utilizing the provisions of section 10-6.617(a)(4) of
36 these regulations shall identify the functional classification of
37 the roadway that will provide access to the proposed
38 development.
- 39 3. A summary of allowable development. The summary shall
40 provide:

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- a. The total acreage of the PUD district, and each subdistrict, as may be proposed;
 - b. The acreage of areas proposed for specific land uses proposed to be allowed within the PUD district and PUD sub-districts proposed in the concept plan, as may be applicable;
 - c. The acreage of open space or conservation areas not to be developed within the PUD district and PUD sub-districts proposed in the concept plan;
 - d. The minimum and maximum allowable quantity of residential units to be allowed within the PUD district, and PUD sub-districts proposed in the concept plan, measured in residential dwelling units per acre;
 - e. The minimum and maximum allowable residential density to be allowed within the PUD district, and PUD sub-districts proposed in the concept plan, measured in residential dwelling units per acre;
 - f. The minimum and maximum allowable nonresidential development intensity to be allowed within the PUD district, measured in gross building square footage; and,
 - g. The minimum and maximum allowable nonresidential development intensity to be allowed within the PUD district, measured in floor area ratio.
4. Regulations and development standards for the PUD district and for each sub-district, including:
- a. An itemized list of uses proposed to be allowed in each the PUD district, or sub-districts, if any.
 - b. The minimum and maximum residential densities for the PUD district and for any sub-districts.
 - c. The minimum and maximum nonresidential gross square footage and floor area ratios for the PUD district and for any sub-districts.
 - d. Development and design standards governing the development of the PUD district and any sub-districts which shall, at a minimum, address: lot dimensions and size; building setbacks; building heights; dimensions of internal streets, sidewalks, and other transportation facilities (such standards may be conveyed through annotated diagrams); open space provision, off-street parking, buffering, and landscaping.

1 e. The PUD Concept Plan may establish, for the PUD
2 district or any sub-district therein, additional
3 development and design standards for other
4 development and design characteristics and elements,
5 etc., so long as these standards are consistent with the
6 Comprehensive Plan. The PUD Concept Plan may
7 establish proprietary standards to regulate a particular
8 development or design characteristic or element. In
9 those instances where development or design standards
10 are not specifically provided in the PUD Concept Plan,
11 the standards set out in the Land Development Code
12 shall remain in force.

13 (b) A site conditions map that includes:

14 (i) A legal description of the properties included in the
15 application with an associated boundary survey signed and
16 sealed by a registered Florida land surveyor.

17 (ii) Name of the PUD; the owners of all properties included in
18 the PUD district; the agent for the PUD application, and
19 address and phone number of the agent; and, date of
20 drawing and of any subsequent revision.

21 (iii) Scale, north arrow, and general location map showing
22 relationship of the site to external uses, structures, and
23 features.

24 (c) A natural features inventory approved by the department of ~~growth~~
25 ~~and environmental management~~ Development Support and
26 Environmental Management.

27 (d) A preliminary certificate of concurrency or appropriate documentation
28 issued by the county ~~growth and environmental management~~
29 ~~department~~ Department of Development Support and Environmental
30 Management.

31 (4) *Review criteria*. In order to be approved, a proposed PUD zoning map
32 amendment and concept plan application shall demonstrate satisfaction of
33 the following criteria:

34 (i) Consistency with the Comprehensive Plan. The proposed PUD
35 district shall be consistent with the Comprehensive Plan.

36 (ii) Consistency with other ordinances. The proposed PUD district
37 shall be consistent with all other ordinances adopted by the county,
38 including but not limited to the applicable environmental and
39 concurrency management ordinances.

1 (iii) Consistency with purpose and intent of PUD district. An
 2 application for a PUD district shall include a narrative indicating
 3 how the proposed PUD district meets the purpose and intent of the
 4 PUD district, as set forth in subsection (a) of this section. The
 5 narrative shall specifically address the seven statements itemized in
 6 subsection (a).

7 * * *

8
 9
 10 **SECTION 19.** Section 10-6.803 of Article VI of Chapter 10 of the Code of Laws of Leon
 11 County, Florida, entitled "Accessory uses," is hereby amended to read as follows:

12
 13 **Sec. 10-6.803. Accessory uses.**

14 * * *

15
 16
 17 (b) *Accessory dwelling units.*

18 * * *

19
 20
 21 (4) *Standards for detached accessory dwelling units:*

- 22
 23 a. Freestanding or detached accessory dwelling units shall be allowed in
 24 conjunction with any principal residential use.
 25 b. A detached dwelling unit accessory to a single-family residential
 26 structure shall not exceed 800 square feet nor five percent of the total
 27 lot or parcel area.
 28 c. A detached dwelling unit accessory to a single-family residential
 29 structure shall be located and designed not to interfere with the
 30 appearance of the principal structure. This provision shall not be
 31 construed so as to limit an attached accessory dwelling unit from
 32 having its own entryway, porch, or to limit the quantity or location of
 33 window space.
 34 d. A detached dwelling unit accessory to a single-family residential
 35 structure shall be setback a minimum distance equal to the applicable
 36 minimum rear and side yard setbacks established by the zoning district
 37 in which it is located, except that within the residential preservation
 38 zoning district, any detached dwelling unit accessory to a single-family
 39 residential structure shall be no less than 105 percent of the applicable
 40 minimum side yard setback and 110 percent of the applicable minimum
 41 rear yard setback for principal residential structures.

1 e. Within the lake protection and the residential preservation zoning
2 districts and overlays, detached accessory dwelling units are subject to
3 under the following conditions:

- 4 i) as a component of a new site and development plan application,
5 on a parcel of no less than three acres within the lake protection
6 zoning district; a parcel of no less than .3 acres within the
7 residential preservation zoning district inside the urban services
8 area; or a parcel of no less than three acres within the residential
9 preservation overlay, outside of the urban services area; and,
10 ii) in conjunction with a previously developed, existing residential
11 dwelling, on a parcel of no less than three acres within the lake
12 protection zoning district, no less than one acre within the
13 residential preservation zoning district inside the urban services
14 area, and no less than three acres within the residential
15 preservation overlay, outside of the urban services area.

16 f. An approved application demonstrating compliance with these
17 regulations shall be required prior to the issuance of any permits for the
18 establishment of accessory dwelling units. Accessory dwelling units may
19 be reviewed as components of a new site and development plan
20 application. Applications for accessory dwelling units in conjunction
21 with a previously developed, existing residential dwelling shall be
22 provided and reviewed by the Leon County ~~Department of Growth and~~
23 ~~Environmental Management~~ Department of Development Support and
24 Environmental Management through the Administrative Streamlined
25 Application Process.
26

27 * * *

28
29 (e) *Bed and breakfast inn.*

30
31 (1) *Generally.* Private home bed and breakfast inns may be permitted in all districts
32 that permit residential and residential mixed-use development as an accessory
33 use to a single-family dwelling unit.

34
35 (2) *Standards.* Accessory private home bed and breakfast inns may be allowed
36 provided all the following requirements are met:

- 37
38 a. Private home bed and breakfast inns shall be limited to three guest
39 rooms, except in the Historic Overlay District, where five guest rooms
40 may be provided.

1 b. Guests are limited to a length of stay of no more than 14 consecutive
2 days.

3 c. Planning department review is required to ensure that the establishment
4 of the private home bed and breakfast inn accessory use is consistent
5 with the Comprehensive Plan and conforms with the Land
6 Development Regulations. Requests for the establishment of private
7 home bed and breakfast inns, in the form of application/affidavit shall
8 be filed with the planning department accompanied by a fee of \$200.00,
9 for the purposes of notification. The application shall undergo staff
10 review, including, but not necessarily limited to, review by the
11 planning, ~~growth and environmental management~~ Development
12 Support and Environmental Management, and public works
13 departments.

14 Within 15 days of receipt of the application, the director of the planning
15 department shall make a recommendation based on comments from
16 reviewing departments.

17 The Board of County Commissioners shall consider the application and
18 planning department recommendation and shall hold a public hearing
19 on the application.

20 Notice of the public hearing shall be provided at least ten days in
21 advance of the meeting through publication in a newspaper of general
22 circulation. The Board shall take final action on the application
23 following the public hearing.

24 d. The private home bed and breakfast inn operator shall be required to
25 obtain an occupational license.

26 e. The number of required parking spaces for guests and residents shall
27 conform to the following schedule:

28 One guest room, two spaces.

29 Two guest rooms, three spaces.

30 Three guest rooms, four spaces.

31 Four guest rooms, five spaces.

32 Five guest rooms, six spaces.

33 Parking is prohibited in the front yard unless the area is screened and
34 the parking arrangement is determined to be compatible with the
35 surrounding area. Parking may be located to the side or rear of the
36 structure, to be screened from view of adjacent properties. (See section
37 10-7.522 for screening and buffering requirements.)

- 1 f. No food preparation or cooking for guests shall be conducted within
2 any bedroom nor other individual rooms, except for the kitchen and/or
3 pantry. Meals may be provided only to residents and guests.
- 4 g. No structure shall be constructed for the sole purpose of being utilized
5 as a bed and breakfast inn; no existing structure should be enlarged or
6 expanded for the purpose of providing additional rooms for guests. It is
7 intended that private home bed and breakfast inn be converted or
8 renovated single-family residences, and that this principal function be
9 maintained. The exterior appearance of the structure shall not be altered
10 from its single-family character.
- 11 h. Only a singular sign, for the purposes of identification, not
12 advertisement, shall be permitted. This sign shall not exceed two square
13 feet in area, and be posted no higher than three and one-half feet. This
14 sign shall not be illuminated.

15
16 (f) *Private home adult day care facilities.*

17
18 (1) *Generally.* Private home adult day care facilities for more than six persons may
19 be permitted as an accessory use to a single-family dwelling in all districts
20 except for residential preservation, R-1, and R-2 as an accessory use to a
21 single-family dwelling unit. Private home adult day care facilities that provide
22 care for six or fewer persons not related to the operator of the facility by blood,
23 marriage, adoption or foster care shall be allowed as a home occupation as a
24 home occupation consistent with the provisions of subsection (c) of this
25 section.

26
27 (2) *Standards.* Accessory private home adult day care facilities that provide care to
28 seven or more persons may be allowed provided all of the following
29 requirements are met:

- 30
31 a. Private home adult day care facilities are required to comply with all
32 licensing and regulatory requirements as established by the State of
33 Florida.
- 34 b. The facility shall only provide care to clients for a period less than 24
35 hours per day.
- 36 c. Development review is required to ensure that the establishment of the
37 private home adult day care facility accessory use is consistent with the
38 Comprehensive Plan and conforms with the land development
39 regulations. Requests for the establishment of home private adult day
40 care facilities, in the form of application/affidavit shall be filed with
41 the ~~department of growth and environmental management~~ Department

1 of Development Support and Environmental Management accompanied
2 by a fee set by the Board of County Commissioners for the purposes of
3 notification.

4
5 * * *

6
7 (g) *Private airports.*

8
9 (1) *Generally.* Private airports are not permitted except in the rural or planned unit
10 development districts. All private airports shall comply with the provisions of
11 F.S. Ch. 330, and Chapter 14-60, Florida Administrative Code. All terms,
12 words, and phrases used in this section shall have the same meaning or
13 definition as noted in F.S. Ch. 330.

14
15 (2) *Standards.* Private airports may be allowed provided all the following
16 requirements are met:

17
18 a. The proposed landing area shall be located at least 500 feet from
19 residential structures on adjoining properties.

20 b. The hours of operation shall be daylight hours, from sunup to sundown.

21 c. There shall be no sale of fuel or sale of maintenance services at a private
22 airport. Commercial or business activities of aviation related services
23 such as leasing of tiedowns and hangars, operation of a flight school, or
24 the transportation of passengers for consideration shall not be
25 permitted.

26 d. Rural zoning district. Planning department review is required to ensure
27 that the establishment of the private airport is consistent with the
28 Comprehensive Plan and conforms with the land development
29 regulations. Requests for the establishment of a private airport, in the
30 form of an application, shall be filed with the planning department
31 accompanied by a fee of \$200.00, for the purposes of notification. The
32 application shall undergo staff review, including, but not necessarily
33 limited to, review by the planning, ~~growth and environmental~~
34 ~~management~~ Development Support and Environmental Management,
35 and public works departments.

36 The planning department shall provide notice of the application by
37 certified mail to property owners located within 500 feet of the
38 proposed private airport.

39 Within 45 days of receipt of the application, the director of the planning
40 department shall make a recommendation based on comments from
41 reviewing departments. The Board of County Commissioners shall

1 consider the application and planning department recommendation and
2 shall hold a public hearing on the application. Notice of the public
3 hearing shall be provided at least ten days in advance of the meeting
4 through publication in a newspaper of general circulation. The board
5 shall take final action on the application following the public hearing.
6 Such action is not appealable.

7 e. Planned unit development zoning district. A request for a private airport
8 in this district shall comply with the provisions set forth in section 10-
9 6.696 of this chapter.

10
11 (3) *Variances*. The board of adjustment and appeals shall grant variances to
12 section (2), standards, of this section consistent with the provisions of section
13 10-2.347 of this chapter.

14
15 **SECTION 20.** Section 10-6.804 of Article VI of Chapter 10 of the Code of Laws of Leon
16 County, Florida, entitled “Temporary uses,” is hereby amended to read as follows:

17
18 **Sec. 10-6.804. Temporary uses.**

19
20 *A. Temporary uses and structures.*

21
22 (1) Regulations in this section shall apply to the following:

23
24 a. *Temporary uses regulated*. Outdoor events and events in temporary
25 structures, intended to accommodate attendance of 250 or more persons
26 may be permitted by the county administrator or designee upon
27 demonstration of compliance with the following regulations, standards,
28 and requirements specific in this section, and article, as applicable.

29 b. *Temporary structures regulated*. Temporary structures, with a capacity
30 of 100 or more persons regardless of location or use, shall be subject to
31 applicable building permitting requirements. Documentation, from the
32 Leon County Department of Growth and Environmental
33 Management Department of Development Support and Environmental
34 Management, Building Inspection Division, that the temporary
35 structure complies with applicable building code requirements;
36 including, receipt of electrical permit and satisfactory inspection for
37 any temporary lighting and temporary electric service for any electric-
38 powered equipment associated with the temporary use. Satisfactory
39 inspection of temporary structures, temporary lighting, and temporary
40 electric service for any electric-powered equipment may be
41 demonstrated subsequent to permit issuance, as a condition of the
42 permit, and as noted on the permit.

* * *

SECTION 21. Section 10-6.812 of Article VI of Chapter 10 of the Code of Laws of Leon County, Florida, entitled “Communication antennas and communication antenna support structures,” is hereby amended to read as follows:

Sec. 10-6.812. Communication antennas and communication antenna support structures.

(a) *Applicability; use of existing structures.*

(1) All new communication antennas and communication antenna support structures in the unincorporated areas of the county shall be subject to these land development regulations and all other applicable building and construction codes. In the event of any conflict between other land development regulations and the regulations contained in this section, the provisions of this section shall override and supersede such other regulations unless otherwise specifically set forth herein.

(2)~~a~~. All communication antenna support structures existing on July 14, 2009 shall be allowed to continue to be used as they presently exist, provided that a notice of continuing use is submitted by the communication antenna support structure owner/operator to the ~~department of growth and environmental management~~ Department of Development Support and Environmental Management not later than July 30, 2010 and no later than every three years thereafter. A notice of continuing use shall certify that the structure continues to be used as a communication antenna support structure and that a security or performance bond has been posted in an amount to be determined by the county to cover the cost of removal plus a reasonable safety factor. The notice of continuing use shall specify the antenna support structure's use, number of collocated antennas and use, owner and contact information for the antenna support structure and all collocated antennas. Failure to file a notice of continuing use shall constitute abandonment in accordance with subsection (o). Routine maintenance or minor modifications to accommodate the collocation of an additional user or users shall be permitted on such existing communication antenna support structures subject to the criteria in [subsection] (b) below. New construction, other than routine maintenance and modifications to accommodate collocation on an existing communication antenna support structure, shall comply with the requirements of this section.

* * *

(i) *Structural design.* Communication antenna support structures shall be designed and constructed to ensure that the structural failure or collapse of the tower will not create

1 a safety hazard, according to the EIA/TIA 222-E Standards, to adjoining properties.
2 Communication antenna support structures shall be constructed to the EIA/TIA 222-E
3 Standards, as published by the Electronic Industries Association, which may be
4 amended from time to time, and all applicable county building codes. Further, any
5 improvements and/or additions (i.e., antenna, satellite dishes, etc.) to existing
6 communication antenna support structures shall require submission of site plans
7 sealed and verified by a professional engineer, which demonstrate compliance with
8 the EIA/TIA 222-E Standards in effect at the time of said improvement or addition.
9 Said plans shall be submitted to and reviewed and approved by the ~~Growth and~~
10 ~~Environmental Management Department~~ Department of Development Support and
11 Environmental Management at the time building permits are requested.

12 * * *

13
14
15 **SECTION 22.** Section 10-6.813 of Article VI of Chapter 10 of the Code of Laws of Leon
16 County, Florida, entitled "Broadcast antennas and broadcast antenna support structures," is
17 hereby amended to read as follows:

18
19 **Sec. 10-6.813. Broadcast antennas and broadcast antenna support structures.**

20
21 (a) *Applicability; use of existing structures.*

22
23 (1) All new broadcast antennas and broadcast antenna support structures in the
24 unincorporated areas of the county shall be subject to these land development regulations
25 and all other applicable building and construction codes. In the event of any conflict
26 between other land development regulations and the regulations contained in this section,
27 the provisions of this section shall override and supersede such other regulations unless
28 otherwise specifically set forth herein.

29
30 (2) a. All broadcast antennas and broadcast antenna support structures existing on July
31 14, 2009 shall be allowed to continue to be used as they presently exist, provided
32 that a notice of continuing use is submitted by the broadcast antenna support
33 structure owner/operator to the ~~department of growth and environmental~~
34 ~~management~~ Department of Development Support and Environmental
35 Management not later than July 30, 2010 and no later than every three years there
36 after. A notice of continuing use shall certify that the structure continues to be used
37 as a broadcast antenna or broadcast antenna support structure and that a security or
38 performance bond has been posted in an amount to be determined by the county to
39 cover the cost of removal plus a reasonable safety factor. The notice of continuing
40 use shall specify the antenna support structure's use, number of collocated antennas
41 and use, owner and contact information for the antenna support structure and all
42 collocated antennas. Failure to file a notice of continuing use shall constitute

1 abandonment in accordance with paragraph (p). Routine maintenance or minor
2 modifications to accommodate additional or new broadcast antennas shall be
3 permitted on such existing broadcast antenna support structures. New construction,
4 other than routine maintenance and modifications, shall comply with the
5 requirements of this section.

6 b. Replacement of antennas on a broadcast antenna support structure with a different
7 antenna shall be considered routine maintenance or a minor modification to
8 accommodate a new or additional antenna, provided such maintenance or minor
9 modification does not increase the height of any broadcast antenna support
10 structure more than 25 feet or ten percent, whichever is less, above the initially
11 constructed height.

12
13 (3) For purposes of this section, a broadcast antenna support structure that has received
14 final approval in the form of a building permit for an approved site and development
15 plan or where substantial construction has been completed, shall be considered an
16 existing broadcast antenna support structure, provided such approval is valid and
17 unexpired as of the effective date of this section.

18
19 (4) A broadcast antenna support structure may be rebuilt, reconstructed, or replaced, in
20 any zoning district other than Residential Preservation, R-1, R-2, R-3, R-4, R-5, or in
21 a recorded or unrecorded subdivision, regardless of the zoning designation. Broadcast
22 antenna support structures proposed inside the Urban Service Area shall use
23 construction techniques that do not require guy wires (e.g., lattice or monopole
24 structures).

25
26 (5) All broadcast antenna support structures proposed in the unincorporated areas of the
27 county shall comply with the requirements of section 10-6.808, "airport regulation,"
28 of the Zoning Code. If there is any conflict between the requirements of this section
29 and section 10-6.808, the requirements in section 10-6.808 shall apply. Furthermore,
30 no new broadcast antenna support structure shall be permitted within 1,000 feet of the
31 landing area of a private airport that has been approved by the county pursuant to the
32 provisions of subsection 10-6.803(f) of the Zoning Code.

33
34 (b) *Location and setback requirements.*

35
36 (1) Broadcast antenna support structures may be located in any zoning district
37 other than Residential Preservation, R-1, R-2, R-3, R-4, R-5, or in a recorded
38 or unrecorded residential subdivision, regardless of the zoning designation.

39
40 (2) All broadcast antenna support structures shall be located not less than the
41 height of the proposed broadcast antenna support structure itself, from the

1 nearest residential lot line zoned for or constructed with single or multifamily
2 residences.

3
4 (3) Variances from these location and setback requirements may be granted
5 consistent with the procedures and standards contained in subsections (t), (u),
6 and (v) of this section.

7
8 (4) Distances shall be measured from the center of the base of the broadcast
9 antenna support structure to the residential lot line, or as the case may be, to
10 the lot line of the nearest occupied structure.

11
12 (5) Towers should not be sited in or near wetlands, other known bird
13 concentration areas (e.g., state or federal refuges, staging areas, rookeries), in
14 known migratory or daily movement flyways, or in habitat of threatened or
15 endangered species. Construction is prohibited in areas habitually containing a
16 significant number of breeding, feeding, or roosting birds.

17
18 (6) Broadcast antenna support structures and guy wires shall not be sited in or
19 adjacent wetlands.

20
21 (7) Anchors and guy wires shall be oriented to provide the maximum distance to
22 the nearest residentially-zoned lot line.

23
24 (c) *Broadcast antenna support structure permitting.*

25
26 (1) New broadcast antenna support structures.

27
28 a. Broadcast antenna support structure applications.

29 1. In granting a broadcast antenna support structure permit, the
30 county shall require the posting of a security or performance bond,
31 in an amount to be determined by the county, not to exceed the
32 cost of removal, to ensure removal of such broadcast antenna
33 support structure, if it becomes abandoned as described in
34 subsection (n) of this section.

35 2. Any information of an engineering nature that the applicant
36 submits, whether civil, mechanical, or electrical, shall be certified
37 by a professional engineer licensed in the State of Florida, as
38 otherwise required by law.

39 3. An applicant for a broadcast antenna support structure permit shall
40 submit the information described in this section and a

1 nonrefundable fee as established by the county to reimburse the
2 county for the costs of reviewing the application.

3 4. The applicant for a broadcast antenna support structure permit
4 shall be required to obtain Type C site and development plan
5 approval, in accordance with the Land Development Code.

6 5. Information required. In addition to any information required by
7 the land development regulations for Type C site and development
8 plans, applicants for a broadcast antenna support structure permit
9 shall submit the following information:

10 (i) A scaled site plan clearly indicating the location, type,
11 and height of the proposed broadcast antenna support
12 structure, on-site land uses and zoning, adjacent land
13 uses and zoning (including when adjacent to other
14 municipalities), master plan classification of the site
15 and all properties within the applicable setback areas,
16 adjacent roadways, proposed means of access, property
17 lines, elevation drawings of the proposed broadcast
18 antenna support structure and any other structures,
19 topography, parking, and other information deemed by
20 the county to be necessary to assess compliance with
21 this ordinance.

22 (ii) A sealed survey performed by a Florida professional
23 land surveyor, and a legal description of the parent tract
24 and leased parcel (if applicable).

25 (iii) The setback distance between the proposed broadcast
26 antenna support structure and the nearest residential
27 unit or residentially zoned property line.

28 (iv) The location of all broadcast antenna support structures
29 within a one mile radius of the location of the proposed
30 broadcast antenna support structure, currently existing
31 or closed and filed with the FAA, FCC or both.

32 (v) A landscape plan showing specific landscape materials.

33 (vi) Method of fencing, and finished color and, if
34 applicable, the method of camouflage and illumination.

35 (vii) A description of compliance with the requirements of
36 this section and all applicable federal, state, or local
37 laws.

38 (viii) The location of the proposed broadcast antenna support
39 structure in digital format compatible with the county's
40 GIS system.

- 1 (ix) Federal Aviation Administration (FAA) and Federal
- 2 Communication Commission (FCC) licenses, permits,
- 3 or approvals, if applicable.
- 4 (x) The names and addresses of all property owners within
- 5 2,640 feet of the proposed broadcast antenna support
- 6 structure if the proposed site is outside the Urban
- 7 Service Area, and 500 feet if inside the Urban Service
- 8 Area. The county will verify this information, and
- 9 notify all identified property owners of the proposal's
- 10 required ~~pre-application~~ presubmittal meeting.
- 11 (xi) Proof that the applicant owns the broadcast antenna
- 12 support structure site or has a leasehold interest in the
- 13 proposed site. If a leasehold interest, the lease must
- 14 evidence a term of at least ten years, and the fee simple
- 15 property owner must consent in writing to the proposed
- 16 use of the broadcast antenna support structure location.
- 17

18 b. Provisions governing the issuance of permits. The county may consider
19 the following factors in determining whether to issue a broadcast antenna
20 support structure permit, although the county may waive or reduce the
21 burden on the applicant of one or more of these criteria if the county
22 concludes that the goals of this ordinance are better served as determined
23 pursuant to the variance provision of this ordinance:

- 24 1. Height of the proposed broadcast antenna support structure;
- 25 2. Proximity of the broadcast antenna support structure to
- 26 residential structures and residential zoning district boundaries;
- 27 3. Nature of uses on adjacent and nearby properties, within 2,640
- 28 feet of the broadcast antenna support structure site property line;
- 29 4. Surrounding topography;
- 30 5. Surrounding tree coverage and foliage;
- 31 6. Design of the tower, with particular reference to design
- 32 characteristics that have the effect of reducing or eliminating
- 33 visual obtrusiveness;
- 34 7. Proposed ingress and egress.
- 35 8. Co-location options.
- 36

37 (d) *Height.* The permitted height of a broadcast antenna support structure is to be determined in
38 accordance with the setback regulations contained in subsection (b)(2) of this section.

39
40 (e) *Minimum yard requirements.* There are no minimum yard requirements for broadcast antenna
41 support structures.

1
2 (f) *Illumination.* Broadcast antenna support structure shall not be artificially lighted except to
3 assure human safety or as required by the Federal Aviation Administration (FAA).
4

5 (1) Broadcast antenna support structures exceeding 200 feet in height must use the
6 minimum number of lights having the minimum intensity and number of flashes per
7 minute (i.e., the longest duration between flashes) permitted by the FAA (i.e.,
8 daytime high intensity and night time low intensity). The use of solid red or pulsating
9 red warning lights shall be prohibited at night.

10 (2) On broadcast antenna support structures exceeding 200 feet in height, only white
11 strobe lights shall be used at night, where permissible by the FAA. All tower lighting
12 shall automatically switch to the lowest luminance allowed at different times of day
13 or circumstances as defined by FAA advisories.

14 (3) All lights on broadcast antenna support structures of any height shall be up-shielded
15 and directed upwards to the maximum extent allowed by FAA regulations,
16 eliminating luminescence toward the ground.

17 (4) Guyed broadcast antenna support structures shall use daytime visual markers (e.g.,
18 bird diverter devices) on the guy wires to reduce collisions by migratory birds.

19 (5) Security lighting for on-ground facilities and equipment shall be down-shielded to
20 keep light within the boundaries of the site and to minimize its potential attraction for
21 birds and impact on adjacent land uses.
22

23 (g) *Finished color.* Broadcast antenna support structures not requiring FAA painting/markings
24 shall have either a galvanized finish or painted a dull blue, gray, or black finish.
25

26 (h) *Structural design.* Broadcast antenna support structures shall be designed and constructed to
27 ensure that the structural failure or collapse of the tower will not create a safety hazard,
28 according to the most current EIA/TIA 222 Standards, to adjoining properties. Broadcast
29 antenna support structures shall be constructed to the EIA/TIA 222 Standards, as published
30 by the Electronic Industries Association, which may be amended from time to time, and all
31 applicable county building codes. Further, any improvements and/or additions (i.e., antenna,
32 satellite dishes, etc.) to existing broadcast antenna support structures shall require
33 submission of site plans sealed and verified by a professional engineer, which demonstrate
34 compliance with the most current EIA/TIA 222 Standards in effect at the time of said
35 improvement or addition. Said plans shall be submitted to and reviewed for approval by
36 the ~~department of growth and environmental management~~ Department of Development
37 Support and Environmental Management and shall incorporate the following:
38

39 (1) The proposed antenna support structure and all apertures shall be designed and built
40 to withstand 125 mph winds. All proposed apertures shall include planned and future

- 1 antennas, antenna mounts, tower lights, transmission lines, guy wires and other
2 equipment mounted on the tower.
- 3 (2) The proposed antenna support structure shall be designed and constructed with
4 adequate antenna load for planned and future antennas, including planned antennas
5 for public safety (law enforcement, fire, EMS, etc.). At a minimum, the proposed
6 antenna support structure shall be designed and constructed to include five additional
7 antenna spaces with five square foot of loading space per antenna. All proposed
8 future antenna allocations should be at 25-foot intervals on the support structure. A
9 $15/8$ transmission line shall be allocated for each antenna.
- 10 (3) The proposed antenna support structure shall be designed and constructed to include a
11 space allocation at the 150-foot and 135-foot level for cellular/PCS antennas on each
12 tower face.
- 13
- 14 (i) *Fencing.* A minimum eight-foot finished masonry wall or an eight-foot fence with less than
15 85 percent opacity shall be required around all broadcast antenna support structure sites.
16 Access to the tower shall be through a locked gate.
- 17
- 18 (j) *No advertising.* Neither the broadcast antenna support structure nor the broadcast antenna
19 support structure site shall be used for advertising purposes and shall not contain any signs
20 for the purpose of advertising.
- 21
- 22 (k) *Landscaping.* The visual impacts of residentially or commercially located broadcast antenna
23 support structures shall be mitigated through landscaping or other screening materials at the
24 base of the tower and ancillary structures as follows:
- 25
- 26 (1) A 20-foot landscape buffer which meets the landscape requirements of Section 10-
27 7.522 of the Zoning Code shall be required around the perimeter of the broadcast
28 antenna support structure and any accessory structures located outside the required
29 wall or fence;
- 30 (2) All required landscaping shall be of the native evergreen variety;
- 31 (3) All required landscaping shall be xeriscape tolerant or irrigated and properly
32 maintained to ensure good health and vitality;
- 33 (4) Required landscaping shall be installed outside the fence or wall;
- 34 (5) Existing vegetation shall be preserved to the maximum extent practicable and may be
35 credited as appropriate toward meeting landscaping requirements.
- 36
- 37 (l) *Access.* The operator of a broadcast antenna shall allow reasonable access to all qualified
38 researchers for the purpose of investigating the impact of the broadcast antenna on wildlife.
- 39
- 40 (m) *Operation of antenna.* The proposed or future broadcast antennas shall not impact or
41 interfere with the operation of adjacent or nearby electrical devices. The applicant shall

1 demonstrate compliance with this provision during the site plan review process. Any
2 corrective action shall be at the tower owner's expense.

3
4 (n) An applicant may request deviation to the standards in this section from the Board of
5 County Commissioners as part of the Type C review process and shall meet section 10-
6 1.106, including the setback standards contained in subsection (b)(2) of this section.

7
8 (o) *Nonconforming broadcast antenna support structures.* To the extent set forth herein, the
9 restrictions on nonconforming uses and structures contained in Division 3 of Article VI of
10 the Leon County Code of Laws are modified and supplemented by this section. Bona fide
11 nonconforming broadcast antenna support structures or broadcast antennas that are damaged
12 or destroyed may be rebuilt and all such broadcast antenna support structures or broadcast
13 antennas may be modified or replaced without meeting the minimum distance requirements
14 specified in paragraph (c) herein above. The type, height, and location of the broadcast
15 antenna support structure on the site shall be of the same type and intensity as the original
16 facility approval. Building permits to rebuild the tower shall comply with the applicable
17 county codes and shall be obtained within 180 days from the date the broadcast antenna
18 support structure is damaged or destroyed. If no permit is applied for, or obtained, or if said
19 permit expires, the broadcast antenna support structure shall be deemed abandoned as
20 specified in paragraph (p) hereinafter.

21
22 (p) *Abandonment.* In the event the use of any broadcast antenna support structure has been
23 discontinued for a period of 180 consecutive days, the broadcast antenna support structure
24 shall be deemed to be abandoned. Determination of the date of abandonment shall be made
25 by the county administrator or his/her designee, based upon documentation and/or affidavits
26 from the broadcast antenna support structure owner/operator regarding the issue of usage.
27 Upon the determination of such abandonment, the owner/operator of the broadcast antenna
28 support structure shall have an additional 180 days within which to: (1) reactivate the use of
29 the broadcast antenna support structure or transfer the structure to another owner/operator
30 who makes actual use of the structure, or (2) dismantle and remove the structure and all
31 facilities, returning the property to its pre-development state. Upon the expiration of 180
32 days from the date of abandonment without reactivation or upon completion of dismantling
33 and removal, any exception and/or variance approval for the broadcast antenna support
34 structure shall automatically expire.

35
36 (q) *Certification of compliance with Federal Communication Commission (FCC) NIER*
37 *standards.* Prior to receiving final inspection, documentation shall be submitted to
38 the ~~department of growth and environmental management~~ Department of Development
39 Support and Environmental Management, building inspection division, demonstrating that
40 the broadcast antenna support structure complies with all current FCC regulations for
41 nonionizing electromagnetic radiation (NIER). The county administrator or designee shall

1 indicate on the site plan approval that this certification has been received. Future use of this
2 structure for additional broadcast antennas shall be governed by this requirement as well.

3
4 * * *

5
6 **SECTION 23.** Section 10-6.814 of Article VI of Chapter 10 of the Code of Laws of Leon
7 County, Florida, entitled "Outdoor paintball ranges," is hereby amended to read as follows:

8
9 **Sec. 10-6.814. Outdoor paintball ranges.**

10
11 All outdoor paintball ranges shall be required to demonstrate compliance with the following
12 standards, as determined through the review and approval by the Board of County
13 Commissioners following a duly noticed public hearing; compliance shall be documented on a
14 plan furnished by the applicant demonstrating the following:

15 (1) *Location.* Outdoor paintball ranges shall be allowed only in the following locations: the
16 Rural (R), Urban Fringe (UF0, Lake Talquin Recreation Urban Fringe (LTRUF), and Light
17 Industrial (M-1) zoning districts.

18
19 (2) *Screening, setbacks and separation from other uses.* Outdoor paintball ranges shall be
20 allowed only upon demonstration of protection of adjacent properties, public rights-of-way, and
21 private streets, from nuisance impacts, including errant projectiles, noise, lighting and overflow
22 parking, and unkempt site design. All portions of the range shall be set back a minimum of 300
23 feet from the perimeter property boundaries or 500 feet from the nearest off-site residence,
24 residential zoning district, or subdivision intended primarily for residential land use, whichever
25 distance is greater. This setback standard may be reduced by up to 50 percent if netting, walls,
26 buffering or other containment method is to be incorporated.

27
28 (3) *Access.* Within the urban services area, outdoor paintball ranges may have access only
29 from streets other than local streets, with the exception that access may be allowed from local
30 streets designated "nonresidential" streets in the Comprehensive Plan. Outside the urban services
31 area, access may be allowed from any public street, or any private street under the ownership or
32 control of the proprietor, except that, in no instance, shall the sole route of access be through a
33 street located within the Residential Preservation (RP) zoning district.

34
35 (4) *Additional considerations.*

36
37 a. *Buffering.* Outdoor paintball ranges shall provide a minimum of Type D
38 buffering when adjacent to any residential or agricultural use; a minimum of
39 Type C buffering shall be required for all other adjacencies.

40 b. *Minimum lot sizes.* Three acres.

41 c. *Lighting.* No lighting shall shine directly from the site upon any other property.

- 1 d. *Hours of operation.* Outside of the urban services area, and adjacent to
2 properties within the residential zoning district, or subdivision intended
3 primarily for residential land use activities shall be limited only to daylight
4 hours.
- 5 e. *Parking.* No less than eight parking spaces shall be provided; however, the
6 plan shall demonstrate the provision that sufficient parking will be provided so
7 that no parking associated with the property is located off-site. Except for
8 handicapped parking spaces, spaces may be gravel or other hard surface if
9 approved by the department of public works.
- 10 f. *Solid waste facilities.* Solid waste containers shall be located with appropriate
11 screening and landscaping to facilitate aesthetic compatibility with adjacent
12 properties.
- 13 g. *Structures and activities.* Structures shall be limited to a cumulative size of no
14 greater than 1,000 square feet gross floor area; all accessory activities shall be
15 conducted within structures.
- 16 h. *Posting.* Signage warning the general public that the site is being used as an
17 outdoor paintball range shall be posed no less than every 150 linear feet along
18 all property perimeter boundaries. Warning signs shall not contain advertising.
- 19 i. *Limitation on "Large competitions."* Competitions on the site exceeding ten
20 teams or 60 participants shall be considered "large competitions." Any outdoor
21 paintball facility may have no more than two large competitions per year.
- 22 j. *Adequate sanitary facilities.* The applicant shall furnish documentation, from
23 the Leon County Public Health Department, that the applicant has ensured the
24 provision of adequate sanitary facilities to accommodate the proposed use.
- 25 k. *Safety review.* The applicant shall furnish documentation, from the City of
26 Tallahassee Fire Department and Leon County Emergency Medical Services,
27 that the proposed use complies with applicable fire and life safety code
28 regulations.

29
30 (5) *Environmental review.* The applicant shall furnish documentation of compliance with all
31 applicable environmental regulations and review standards, demonstrating that the proposed site
32 design will not adversely impact any preservation or conservation features, will properly
33 maintain and manage stormwater run-off, and minimize other adverse environmental impact
34 including: approval of a Natural Features Inventory (NFI); receipt of applicable environmental
35 permits; and other documentation, as may be required by the Leon County ~~Department of~~
36 ~~Growth and Environmental Management~~ Department of Development Support and
37 Environmental Management and Department of Public Works. Completion and approval of
38 environmental impact assessment shall not be required.

39 * * *

1 **SECTION 24.** Section 10-6.815(1)p of Article VI of Chapter 10 of the Code of Laws of Leon
2 County, Florida, relating to “Rural small-scale plant nurseries,” is hereby amended to read as
3 follows:
4

5 **Sec. 10-6.815. Rural small-scale plant nurseries.**
6

7 * * *

8
9 p. *Environmental regulatory compliance.* The applicant shall furnish documentation of
10 compliance with all applicable environmental regulations and review standards, demonstrating
11 that the proposed site design will not adversely impact any preservation or conservation features,
12 will properly maintain and manage stormwater run-off, and minimize other adverse
13 environmental impact, including: approval of a Natural Features Inventory (NFI) - No Impact,
14 NFI, or NFI - with Floodplain, as applicable; receipt of applicable environmental permits; and,
15 other documentation, as may be required by the Leon County ~~Department of Growth and~~
16 ~~Environmental Management~~ Department of Development Support and Environmental
17 Management, Department of Public Works, and any other regulatory agency's permitting
18 requirements.
19

20 * * *

21
22 **SECTION 25.** Section 10-7.201 of Article VII of Chapter 10 of the Code of Laws of Leon
23 County, Florida, entitled “Limited Partitions,” is hereby amended to read as follows:
24

25 **Sec. 10-7.201. Limited Partitions.**
26

27 * * *

28
29 (5) A complete application shall include the following:
30

31 (a) An 8½ by 14-inch document acceptable to be recorded in the Official
32 Records of Leon County, which shall include:
33

- 34 1. Boundary survey of the parcel, and a separate sketch plan showing
35 boundaries of the proposed individual lots and legal descriptions of the
36 overall parent tract and individual lots;
- 37 2. Signature and seal of surveyor who prepared said boundary survey;
- 38 3. Existing structures and parking area(s) on the parcel to be subdivided;
- 39 4. Date of preparation;
- 40 5. Total acreage of the parcel to be subdivided;
- 41 6. Lot and block numbers, if applicable;
- 42 7. All easements on the property to be subdivided and each abutting street;

- 1 8. A statement on the face of the plan stating that any further subdivision
- 2 of the lot or lots shall be subject to the platting requirements as
- 3 specified in section 10-7.203, site and development plans, as applicable,
- 4 of these regulations; and
- 5 9. Scale of plan, both written and graphic.
- 6

7 (b) Supplemental information, which shall, upon the request of the ~~growth and~~
8 ~~environmental management~~ Development Support and Environmental
9 Management director or designee, include the following:

- 10 1. A vicinity map which depicts the location of the proposed subdivision
- 11 in relation to adjacent streets and properties;
- 12 2. The 100-year flood frequency hazard area or a notation if not
- 13 applicable; and
- 14 3. The method by which utilities including, but not limited to, water,
- 15 sewer, electric, telephone, and cablevision will be provided to the
- 16 subdivision. All underground utilities will be constructed prior to
- 17 placement of final roadway surface.
- 18

19 (c) A completed application form.

20 (d) A certificate of concurrency.

21 (e) Payment of applicable fee.

22 (f) Pro forma documents which set forth any proposed conservation and
23 preservation easements as may be required by this section.

24 (g) For properties proposing residential use, a completed school impact analysis
25 form.

26 (6) Procedure.

27 (a) *Application.* The applicant shall submit the required subdivision application
28 to the director of the ~~growth and environmental management~~
29 ~~department~~ Department of Development Support and Environmental
30 Management or designee.

31 * * *

32
33
34
35
36
37
38
39
40 **SECTION 26.** Section 10-7.202 of Article VII of Chapter 10 of the Code of Laws of Leon
41 County, Florida, entitled "Revised 2.1.9 Family Heir Subdivision Standards," is hereby amended
42 to read as follows:

1
2 **Sec. 10-7.202. Revised 2.1.9 Family Heir Subdivision Standards.**
3

- 4 1. *Eligibility to subdivide land to create parcels for use as a homestead by a family member.*
5 To qualify for subdivision of land pursuant to Comprehensive Plan Land Use Element
6 Policy 2.1.9., for purposes of creating parcels of property for use solely as a homestead by
7 an individual who is the grandparent, parent, stepparent, adopted parent, sibling, child,
8 stepchild, adopted child, or grandchild of the person who conveys the parcel,
9 notwithstanding the density or intensity of limits established for this land by the future land
10 use map of the Comprehensive Plan or the official zoning map, the following conditions
11 must be met:

- 12
13 (a) The land to be subdivided must be located outside of the urban services area.
14 (b) The parcel to be subdivided is in the same configuration as it was on February
15 1, 1990; or, the parcel was created, subsequent to February 1, 1990, through
16 subdivision pursuant to the family heir provision of Policy 2.1.9 of the Land
17 Use Element of the Comprehensive Plan and conveyed to an originally
18 intended heir, as defined herein, and the applicant is an originally intended
19 heir or an heir through successive generations of the originally intended heir.
20 Any subdivision of the parcel after February 1, 1990, shall thereafter void the
21 eligibility to subdivide the parcel under this section for use as a homestead by
22 a family member, unless that subdivision was undertaken pursuant to the
23 family heir provision of Policy 2.1.9 of the Land Use Element of the
24 Comprehensive Plan.
25

- 26 2. *Criteria for approval.* Approval of an application for residential development pursuant to
27 Comprehensive Plan Land Use Policy 2.1.9. shall be dependent upon a finding by the
28 county in the affirmative for each of the following criteria:
29

- 30 (a) That the application is consistent with the Comprehensive Plan.
31 (b) That the application complies with the standards set out in subsection 10-
32 7.202.5.; and,
33 (c) That the application complies with applicable provisions of the land
34 development code and other applicable regulations and ordinances have been
35 met, including those pertaining to environmental protection, access, zoning
36 district development standards except lot size, and concurrency management
37 system requirements.
38

- 39 3. *Additional criteria for approval for subdivision to create parcels for use as a homestead by*
40 *a family member (subsection, 10-7.202.2.).* In addition to an affirmative finding for each of
41 the three criteria set out in subsection 10-7.202.3., approval of an application made pursuant

1 to subsection 10-7.202.2. shall be dependent upon a finding by the county in the affirmative
2 for each of the following criteria:
3

- 4 (a) That the application includes documentation of those covenants and
5 restrictions, executed by the applicant and the chair of the DRC, recorded
6 pursuant to subsection 10-7.202.9.(f); and,
7 (b) That the number of lots that may be created through subdivision of property
8 for use as a homestead by a family member is equal to or less than the number
9 of heirs plus the original homestead family member.
10

11 4. *Substantive requirements for the subdivision of land pursuant to this section.*
12

- 13 (a) *General.* The following general requirements apply to applications submitted
14 pursuant to this section:
15 (1) No lot created may be any smaller than one-half acre of buildable area in
16 size;
17 (2) Parcels within a recorded subdivision may not be further subdivided by
18 application of this section; and,
19 (3) The application may be fashioned for approval of additional dwelling
20 units without subdivision; in which instance, the application shall
21 demonstrate sufficient land area for each dwelling unit, equivalent to
22 amount of land and arrangement of dwelling units as would otherwise be
23 required to create subdivision lots.
24 (b) Additional requirements for application for subdivision of land within
25 previously approved unrecorded subdivisions. Further subdivision of land to
26 create residential lots or additional dwelling units pursuant to Policy 2.1.9 of
27 the Land Use Element of the Comprehensive Plan shall be allowed if the
28 resulting parcels are no smaller than the smallest existing lot within the
29 subdivision, established in accordance with the Leon County Land
30 Development Code, nor less than one-half acre in size.
31

32 5. *Timely completion of a deficient application.* ~~The department of growth and environmental~~
33 ~~management~~ Department of Development Support and Environmental Management or its
34 successor, shall inform the applicant of any deficiencies constituting an incomplete
35 application. The applicant shall have 180 days, from the date of the issuance of notice from
36 the county informing of deficiencies constituting an incomplete application, to make
37 required corrections to the application and submit that application for review. The applicant
38 shall be entitled to request, in writing to the county, one 90-day extension; the county may
39 grant that extension based upon a demonstration of hardship by the applicant. Failure to
40 resubmit a revised application in a timely manner shall have the same effect as denial of the

1 application without prejudice; however, no application filed pursuant to subsection 10-
2 7.202.1. shall be accepted after February 1, 2010.

3
4 6. *Approval subject to condition.* In those instances wherein the application substantially meets
5 the applicable criteria for approval but, in the determination of the entity with authority to
6 approve the application, does not completely satisfy these criteria, the entity may approve
7 the application subject to condition that all deficiencies are corrected; whereupon the
8 applicant shall thereafter be required to provide a revised application, demonstrating
9 complete satisfaction with these criteria. No permits for development activity for properties
10 included in such applications shall be issued by the county unless and until the application
11 has been determined to demonstrate complete satisfaction with these criteria.

12
13 7. *Timely revision of an application approved subject to condition.* Any application made
14 pursuant to this section, approved subject to condition, shall be revised to demonstrate
15 satisfaction of all conditions within 180 days from the date of the issuance of notice
16 informing the applicant of approval subject to condition by the county. The applicant shall
17 be entitled to request, in writing to the county, one 90-day extension; the county may grant
18 that extension based upon a demonstration of hardship by the applicant. Failure to revise the
19 application within the allotted time period to demonstrate satisfaction of all conditions shall
20 have the same effect as denial of the application without prejudice; however, no application
21 filed pursuant to subsection 10-7.202.1. shall be accepted after February 1, 2010.

22
23 8. *Limitations on the use of parcels created pursuant to [subsection] 10-7.202.1; creating*
24 *parcels of property for use as a homestead by a family member:*

25
26 (a) Parcels created through subdivision pursuant to subsection 10-7.202.1 are
27 intended as homestead property for heirs of the owner/subdivider. No parcel
28 created through this process shall be conveyed to any person other than the
29 originally intended heir within a period of fewer than two years from the date
30 of the approval of the 2.1.9 subdivision.

31 (b) No building permit shall be issued for any building on any parcel created
32 through subdivision pursuant to subsection 10-7.202.1, except to the originally
33 intended heir or the original homestead family member, within a period of
34 fewer than two years from the date of the approval of the 2.1.9 subdivision.

35 (c) After a period of two years from the date of the creation of a lot created
36 pursuant to subsection 10-7.202.1, that lot may be conveyed to any other
37 person.

38 (d) Except as provided in [subsection] (e), below, any lot created by subdivision
39 pursuant to subsection 10-7.202.1 may, after a period of two years from the
40 date of the creation of the lot, be eligible for further subdivision or additional
41 dwelling units pursuant to this chapter.

- 1 (e) Any lot created by subdivision pursuant to subsection 10-7.202.1 may be
2 eligible for further subdivision or additional dwelling units, within the two-
3 year period immediately following the date of the creation, by originally
4 intended heir or original homestead family member, for the purpose of
5 creating additional lots for conveyance to another eligible family member, as
6 provided by F.S. § 163.3179. Such subdivision or application for additional
7 dwelling units shall comply with subsection 10-7.202.1.
- 8 (f) The applicant for subdivision or additional dwelling unit pursuant to
9 subsection 10-7.202.1, shall provide covenants and restrictions to be executed
10 by the applicant and the chair of the development review committee, on the
11 behalf of Leon County, which shall be recorded in the clerk of the court's
12 records, restricting transfer and regulating the development of the property to
13 comply with the limitations of subsection 10-7.202.9. The covenants and
14 restrictions shall be enforceable by Leon County. The covenants and
15 restrictions may be amended, by the Board of County Commissioners, as
16 necessary, to otherwise provide for the transfer or permitting in the case of the
17 death or institutionalization of the originally intended heir.

18
19 9. *Procedural standards.*
20

- 21 (a) Except as provided for in [subsection] (b) below, all applications for
22 subdivision pursuant to this section shall be subject to the review and approval
23 requirements of the Type A site and development plan application process;
24 however, no pre-application meeting or technical staff meeting shall be
25 required, but may be provided, at the request of the applicant, free of charge.
- 26 (b) In those instances where subdivision pursuant to this section would result in
27 the requirement of a new access connection to a designated canopy road or the
28 removal of any protected tree and/or vegetation within the canopy road
29 protection zone the subdivision application shall be subject to the review and
30 approval requirements of the Type B site and development plan application
31 process including, mandatory ~~pre-application and technical staff application~~
32 review meetings (presubmittal meetings are optional), at the expense of the
33 applicant.
34

35 **SECTION 27.** Section 10-7.203 of Article VII of Chapter 10 of the Code of Laws of Leon
36 County, Florida, entitled "Site and development plans proposing subdivision of property
37 requiring platting," is hereby amended to read as follows:
38

39 **Sec. 10-7.203. Site and development plans proposing subdivision of property requiring**
40 **platting.**
41

- 1 1. Pursuant to F.S. ch. 177, and these ordinances, no subdivision plat within the jurisdiction of
2 the county shall be recorded by the Clerk of the Circuit Court of Leon County unless and
3 until it has received plat approval as provided herein. To secure plat approval, the
4 applicant/subdivider shall also follow the procedures established in article VII, division 6,
5 plats.
6
- 7 2. Site and development plans are required for all parcels or lots proposed for subdivision, with
8 the exception of: those exceptions specified under the definition of subdivision in section 10-
9 1.101; the exemptions and requirements of section 10-7.201, limited partitions, and section
10 10-7.202, residential development pursuant to Comprehensive Plan policy 2.1.9, and, those
11 exceptions identified in subsection 10-7.402(6) of this chapter.
12
- 13 3. Procedure:
14
 - 15 (a) *Land use and project determination.* Prior to submittal of a ~~pre-application~~
16 ~~request~~ formal application, the applicant shall first obtain a permitted use verification
17 certificate (PUV) from the ~~department of development support and environmental~~
18 ~~management~~ Department of Development Support and Environmental
19 Management which verifies that the subject development is a site and development
20 plan proposing subdivision of property requiring platting.
 - 21 (b) *Presubmittal.* The applicant may schedule a presubmittal meeting with the county
22 administrator or designee to discuss the application, the procedures for review and
23 approval, and the applicable regulations and requirements for the review type. The
24 county administrator or designee may modify or eliminate any required information
25 submittals, after documentation, based upon consideration of the complexity of the
26 proposed site and development plan, environmental constraints, existing site
27 conditions, or other relevant submittal items required for DRC review, if applicable,
28 and approval of site and development plans.
 - 29 (c) *Review process.* All site and development plans proposing subdivision of property
30 requiring platting shall be reviewed pursuant to the provisions of this section.
31

32 **SECTION 28.** Section 10-7.204 of Article VII of Chapter 10 of the Code of Laws of Leon
33 County, Florida, entitled "Conservation Subdivision," is hereby amended to read as follows:
34

35 **Sec. 10-7.204. Conservation Subdivision.**
36

- 37 (a) *Purpose and intent.* Conservation subdivision design is encouraged to advance
38 environmental resource protection or restoration by analyzing the development parcel so as
39 to locate and coordinate appropriate areas for development and conservation. Such
40 development shall permanently aside preservation features and canopy road protection
41 zones and, to the greatest extent practicable, other functional open space and sensitive

1 natural resources. In addition, conservation subdivisions shall allow for a diversity of lot
2 sizes, housing choices, and building densities.

3
4 (b) *Eligibility.* Conservation subdivision provisions, no matter the form of ownership, may be
5 applied at the request of a landowner in the urban fringe zoning district or Lake Talquin
6 Recreation/Urban Fringe zoning district, and they shall apply to all clustered development
7 proposed in areas designated rural residential in the Bradfordville Sector Plan. The
8 provisions herein shall be applied to all conservation subdivisions, regardless of the form of
9 ownership.

10
11 (c) *Procedures and review.*

12
13 (1) Conservation subdivisions shall be reviewed and authorized pursuant to the site and
14 development plan review and approval procedure provisions of division 4, article
15 VII of chapter 10 of the Leon County Code. In addition to submittals required for
16 appropriate review under other provisions of the Leon County Code, the following
17 submittals shall also be required:

18
19 a. A land preservation plan, showing all existing vegetation and proposed
20 changes and new planting, if any.

21 b. A geographic features and land use map of all land within 500 feet of the site
22 that shall indicate floodplains, area hydrography, publicly or privately
23 managed parks or preserves, and adopted or proposed greenways.

24 The required plans and maps shall be prepared and sealed by a licensed
25 architect, engineer, or landscape architect, as appropriate.

26
27 (2) ~~*Pre-application*~~ *Presubmittal meeting.* Applicants shall be required to participate in
28 a ~~pre-application~~ presubmittal meeting with all necessary and appropriate local
29 government departments prior to submission of an application for a conservation
30 subdivision. At least five working days prior to the meeting, the applicant shall
31 provide the land preservation plan and the site's geographic features and land use
32 map as described above.

33
34 * * *

35
36 **SECTION 29.** Section 10-7.402 of Article VII of Chapter 10 of the Code of Laws of Leon
37 County, Florida, entitled "Development review and approval system," is hereby amended to read
38 as follows:

39
40 **Sec. 10-7.402. Development review and approval system.**

41
42 * * *

1
 2 7. *Review process for exceptions.* The development listed in the table set out as parts (a) and (b)
 3 of this subsection shall be excepted from Type A-D site and development plan review, as set
 4 forth in subsection 4., above.

5
 6 (a) The following chart provides a range of development and changes of use
 7 excepted from site and development plan application. The chart specifies
 8 appropriate criteria for approval, applicable review process, notice
 9 requirements and other applicable substantive or procedural requirements.
 10 Omission of a particular requirement from the chart shall not be construed so
 11 as to alleviate requirement for compliance.
 12
 13

Proposed Use or Development	Criteria for Approval	PUV or R-PUV <u>RCC</u> Required	Review Required for Approval	Notice Requirements	Public Meeting Requirements	Application Content Requirements
Single-family (attached or detached) residential dwelling unit, manufactured home, duplex residential units on any vacant existing parcel; any structures accessory to these residential units, including garages, pavilions, kiosks, gazebos, or other similar structures accessory as determined by the county administrator or designee.	Precedent development order, such as, approved plat or site plan, Otherwise as required in the Land Development Code	No, RPV <u>RCC</u> is optional.	PSD	None	No	PSD; scaled sketch plan accessory buildings in this category require affidavit of nonhabitable structure; project-specific environment permits as applicable
Home occupation in an existing residence	Home occupation standards; Life-safety code	No, <u>RCC</u> is optional	PSD <u>None</u>	Notice advertising approval or denial <u>None</u>	No	PSD <u>RCC</u> (optional); project-specific environment permits as applicable
Agricultural, horticultural,	As required in	No	PSD	None	No	Affidavit of nonhabitable

floriculture, and silviculture-related bldgs. in a zoning district allowing agricultural as a principal use; structure size $\leq 5,000 \text{ feet}^2 \text{ s.f.}$	the Land Development Code					structure; project-specific environment permits as applicable
Agricultural, horticultural floriculture and silviculture-related bldgs. in a zoning district allowing agricultural as a principal use; structure size $\geq 5,000 \text{ feet}^2 \text{ s.f.}$	As required in the Land Development Code	No <u>Yes</u>	ASAP	None <u>Ad for PUV</u>	No	Affidavit of nonhabitable structure; project-specific environment permits as applicable
Principal industrial use within a district allowing heavy or light Industrial use as a Principal Use; structure size $\leq 300 \text{ feet}^2 \text{ s.f.}$	As required in the Land Development Code	Yes	PSD	Ad for PUV	No	Sketch plan; project-specific environment permits as applicable
Principal industrial use within a district allowing heavy or light Industrial use as a Principal Use; structure size $> 300 \text{ feet}^2 \text{ s.f.}$ and $\leq 10,000 \text{ feet}^2 \text{ s.f.}$	As required in the Land Development Code	Yes	ASAP	Ad for PUV	No	Site plan; project-specific environment permits as applicable
Proposed use or development	Criteria for approval	PUV or RPV <u>RCC</u> required	Review required for approval	Notice requirements	Public meeting requirements	Application content requirements
Change in tenancy	N/A	Yes, to verify that use was originally	None	None <u>Ad for PUV</u>	No	N/A

without expansion or functional modification		properly established and allowed in zoning district				
Change of use without expansion or functional modification, to another use allowed within the zoning district, $\leq 1,000 \text{ feet}^2$ s.f.	Zoning district; life-safety health codes	Yes	<u>PSD No ne, unless a special exception or restricted use</u>	<u>Public Notice of approval or denial Ad for PUV</u>	No	Project-specific environment permits, as applicable
Change of use without expansion or functional modification, to another use allowed within the zoning district, $> 1,000 \text{ feet}^2$ s.f.	Zoning district; life-safety health codes	Yes	<u>ASAP, unless a special exception or restricted use</u>	Public notice of approval or denial	No	Project specific environmental permits, as needed.
Additional dwelling unit <u>without subdivision</u>	Approved plat or site plan, otherwise as required in the Land Development Code	No, <u>RPV</u> <u>RCC</u> optional	PSD	None	None	Affidavit; project specific environment permits as applicable
Accessory dwelling unit <u>without subdivision</u>	Approved plat or site plan, otherwise as required in the Land Development Code	<u>RPV</u> <u>PUV</u> required	ASAP	<u>None Ad for PUV</u>	<u>Pre-application Presubmittal</u> (optional)	Site plan for ASAP, PSD requires scaled sketch plan; project specific environment permits as applicable.
Miscellaneous residential accessory structures	Approved plat or site plan, otherwise as required in the Land Development Code	No	PSD	None	None	PSD requires scaled sketch plan; project specific environment permits as applicable.
Other development determined to be below the	Approved plat or site plan, and otherwise	Yes, except for accessory structures	PSD	<u>Public notice of approval or denial Ad</u>	No	Scaled sketch plan; information demonstration compliance with

type A site and development plan review threshold and ≤300 feet ² <u>s.f.</u> ; and structures accessory to other than single-family, manufactured home, or duplex residential dwellings and ≤300 feet ² <u>s.f.</u>	as required in the Land Development Code			<u>for PUV</u>		Land Development Code standards; project specific environment permits as applicable.
Other development determined to be below the Type A site and development plan review threshold and >300 feet ² <u>s.f.</u> ; and structures >300 feet ² <u>s.f.</u> accessory to other than single-family, manufactured home, or duplex residential dwellings	Approved plat or site plan, otherwise as required in the Land Development Code	Yes	ASAP	<u>Public notice of approval or denial Ad for PUV</u>	<u>Pre-application Presubmittal</u> (optional)	Site plan; project specific environmental permits, as applicable.

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(b) Exceptions specified under the definition of subdivision in Section 10-1.101. Any and all landowner(s) of a parcel that is divided or developed pursuant to this exception shall file an affidavit, on a form approved by the county attorney, with the clerk of the court in the public records of the county. The affidavit shall specify that the property has been modified or subdivided, the number of new parcels, if any, created, the exemption type used for this action, the legal description of the original location of the parcel(s), and the metes and bounds descriptions of each new parcel. A judicial exception based on a court order shall be excepted from site and development plan application but may be required to comply with the Land Development Code. Review of development proposed pursuant to such orders shall be through a process determined by the county administrator or designee.

1 (c) Requirements for administrative streamlined application process (ASAP).
2

3 (1) *Accessory dwelling unit.* All ASAP applications for Accessory Dwelling
4 Units shall demonstrate compliance with subsection 10-6.803(b). Review and
5 determination of compliance shall be conducted by the county administrator
6 or their designee. Review may include consultation with other county and
7 affiliated agency technical staff. Pre-application meeting is available at the
8 option of the applicant. Applications shall include a site plan or survey of the
9 subject property along with sufficient information to demonstrate compliance
10 with applicable standards.

11 (2) *1:2 subdivision/lot split, inside the urban service area.* All ASAP
12 applications for 1:2 subdivision/lot split shall demonstrate compliance with
13 article IV, environmental management, article VI, zoning, and division 5 of
14 article VII, substantive standards and criteria, subdivision and site and
15 development plan regulations. Review and determination of compliance shall
16 be conducted by the county administrator or their designee. Review may
17 include consultation with other county and affiliated agency technical staff.
18 Applications shall include a site plan or survey of the subject property along
19 with sufficient information to demonstrate compliance with applicable
20 standards. The application should furnish sufficient information to clearly
21 demonstrate legal access, utility service connections, compliance with zoning
22 district standards, and adequate protection of environmental resources.

23 (3) *Other administrative streamlined applications process applications.* All other
24 ASAP applications shall demonstrate compliance with article IV,
25 environmental management; article VI, zoning; and division 5 of article VII,
26 substantive standards and criteria, subdivision and site and development plan
27 regulations. Review and determination of compliance shall be conducted by
28 the county administrator or their designee. Review may include consultation
29 with other county and affiliated agency technical staff. Applications shall
30 include a site plan or survey of the subject property along with sufficient
31 information to demonstrate compliance with applicable standards. The
32 application should furnish sufficient information to clearly demonstrate legal
33 access, utility service connections, compliance with zoning district standards,
34 and adequate protection of environmental resources. Applications shall be
35 required to furnish a natural features inventory, as set out in article IV, and
36 provide calculations demonstrating compliance with applicable stormwater
37 management standards; waiver or modification of these requirements may be
38 provided by the county administrator or designee. The application should
39 furnish sufficient information to clearly demonstrate compliance with zoning
40 district standards and any precedent development order.
41

1 8. *Review process application.* Except for any exception or exemptions specified in this chapter,
2 a site and development plan application is required for review Types A, B, C, and D site and
3 development plans. Application submittal requirements for Types A, B, and C site and
4 development plans are as set forth in section 10-7.402. Application submittal requirements
5 for Type D site and development plans are as set forth in section 10-7.406. The difference
6 between the review types shall also be affected by the level of detail as determined by the
7 county administrator or designee and technical assistance staff, which may be determined at
8 the ~~preapplication conference~~ presubmittal meeting (optional) or quick check. The submittal
9 requirements for site and development plan review are listed below. The county
10 administrator or designee is authorized to waive or modify specific submittal requirements
11 for any site and development plan proposal based on review type, site conditions, and
12 characteristics of the proposed development. When site and development plan applications
13 are to be submitted to the county administrator or designee, the county administrator or
14 designee is also authorized to waive any specific submittal requirements as deemed
15 appropriate.

16
17 * * *

18
19 **SECTION 30.** Section 10-7.403 of Article VII of Chapter 10 of the Code of Laws of Leon
20 County, Florida, entitled “Type A Review,” is hereby amended to read as follows:

21
22 **Sec. 10-7.403. Type A review.**

23
24 Type A review shall be applied to those types of site and development plans listed in Table 10-
25 7.1. For the purposes of this section, nonresidential site and development plans include but are
26 not limited to certain commercial, office, institutional, and/or industrial development.

27
28 *Review requirements.*

29
30 (a) ~~*Preapplication:* The applicant shall obtain a permitted use verification, as~~
31 ~~applicable, prior to filing a Type A site and development plan application. A~~
32 ~~preapplication meeting with staff shall be scheduled by the applicant. Interested~~
33 ~~parties are permitted to attend and participate in the preapplication meeting. Public~~
34 ~~notice shall be mailed at least five calendar days in advance of the preapplication~~
35 ~~meeting to the current address (based upon the most current tax rolls in the office of~~
36 ~~the Leon County Property Appraiser) of each property owner within 600 feet of the~~
37 ~~project and to neighborhood and business associations.~~ *Presubmittal: Optional.*

38
39 (b) *Application:* The applicant shall submit the required site and development plan to
40 the county administrator or designee. The applicant shall select the proposed
41 project's development review track from the options outlined in section 10-7.402 5.,
42 and proceed accordingly.

- 1 (c) *Determination of completeness.* Within 14 calendar days after receipt of the
2 application for site and development plan approval, the county administrator or
3 designee shall determine whether the application contains all required information
4 set out in section 10-7.402 8. at the required level of detail, and shall advise the
5 applicant of all areas of deficiency. This notification shall specify any additional
6 information and level of detail required in order to meet the requirements of this
7 section. In the event that an applicant fails to submit the required additional
8 information within 30 calendar days of the date of the notice of deficiency, the
9 county administrator or designee shall consider the application to be withdrawn.
10 The county administrator or designee may grant extensions of up to 30 days at the
11 request of the applicant; provided any such request for an extension is received
12 prior to the expiration of the relevant time period.
13
- 14 (d) *Public notice.* Public notice of the Type A application consistent with the provisions
15 of section 125.66(4)(b)2. and 3. shall be published within seven calendar days of
16 receipt of application. Notice of the application must be prominently posted at the
17 job site. Notice of the application must clearly delineate that an aggrieved or
18 adversely affected person has the right to request a quasi-judicial hearing before a
19 special master, must explain the conditions precedent to the appeal of any
20 development order rendered on the application, and must specify where written
21 procedures can be obtained that describe the process to appeal the decision of the
22 county.
23
- 24 (e) *Review at application review meeting and decision by county administrator.* The
25 application review committee shall review the application for compliance with
26 applicable regulations; and, if necessary, receive input from any appropriate
27 agencies. The application review committee shall render a written recommendation
28 to the county administrator or designee recommending approving, approving with
29 conditions, or denying the application. The county administrator or designee shall
30 render a written preliminary decision within 14 calendar days from the date that the
31 application is determined complete, pursuant to subsection (c) above. Within five
32 calendar days of the decision, notice of the written preliminary decision shall be
33 provided to the applicant and persons who submitted written comments, provided
34 the person's mailing address is readily ascertainable on the face of the written
35 comments provided.
36
- 37 (f) *Approval subject to conditions.* Subsequent to the action of the county administrator
38 or designee to approve a Type A site and development plan subject to conditions,
39 the applicant shall furnish for review and verification by the county administrator or
40 designee, a revised site and development plan application, demonstrating
41 compliance with all conditions. The revised site and development plan shall be

1 submitted to the county administrator or designee within 90 days of the date of
2 approval entity's action; however, the applicant may, upon demonstration of good
3 faith effort and hardship that is not self-created, be granted a 90-day extension by
4 the county administrator or designee. Subsequent 90-day extensions may be
5 requested and granted, based on the same criteria. Failure to comply with these time
6 limits shall render the site and development plan application approval expired.
7

8 (g) *Notice of the application review meeting.* Public notice of the application review
9 meeting shall be mailed at least
10 seven calendar days in advance of the meeting to the current address (based upon
11 the most current tax rolls in the office of the Leon County Property Appraiser) of
12 each property owner whose property is located within 600 feet of the project and to
13 registered homeowners associations and business associations of property within
14 600 feet of the project. The public notice shall advise such persons of the
15 application, and specify that input and comments regarding the application should
16 be sent to the ~~department of development support and environmental~~
17 ~~management~~ Department of Development Support and Environmental
18 Management. The public notice shall advise that the application will be reviewed by
19 staff at a public application review meeting and provide the date, time, and place of
20 that meeting. The public notice shall advise that the application will be subject to
21 administrative review and not subject to quasi-judicial provisions. The notice must
22 also include a statement that, as a condition precedent to filing an appeal, one must
23 submit written comments regarding the application to the ~~department~~
24 ~~of development support and environmental management~~ Department of
25 Development Support and Environmental Management prior to the adjournment of
26 the application review meeting at which the written preliminary decision on the
27 development application is made. Required notices may be provided in combination
28 with other notices.
29

30 (h) *Appeals.* The decision of the county administrator or designee shall become final 15
31 calendar days after it is rendered unless an applicant or a person who qualifies as a
32 party, as defined in section 10-7.414 has filed written comments with
33 the ~~department of development support and environmental~~
34 ~~management~~ Department of Development Support and Environmental Management
35 prior to the adjournment of the meeting at which the decision was rendered, files a
36 notice of intent to file an appeal of a decision on a site and development plan
37 application. Subsequent to the filing of a notice of intent, a petition must be filed
38 within 30 calendar days from the date of rendition of the decision. Petitions shall be
39 made in writing and filed at the ~~department of development support and~~
40 ~~environmental management~~ Department of Development Support and
41 Environmental Management, and shall include the project name, application

1 number, a description of the facts upon which the decision is challenged, all
2 allegations of inconsistency with the Comprehensive Plan and land development
3 regulations, and any argument in support thereof. Failure to file both a notice and
4 intent or a petition is jurisdictional and will result in a waiver of the hearing.
5 Appeals heard by a special master will be conducted in accordance with the
6 procedures outlined in section[s] 10-7.414 and 10-7.415
7

8 **SECTION 31.** Section 10-7.404 of Article VII of Chapter 10 of the Code of Laws of Leon
9 County, Florida, entitled “Type B Review,” is hereby amended to read as follows:
10

11 **Sec. 10-7.404. Type B review.**
12

13 Type B review shall be applied to the types of site and development plans listed in Table 10-7.1.
14 For the purpose of this section, nonresidential site and development plans include, but are not
15 limited to, commercial, office, institutional, and industrial development.

16 *Review requirements.*

17 (a) ~~*Preapplication.* The applicant shall obtain a permitted use verification, as~~
18 ~~applicable, prior to filing a Type B site and development plan application. The~~
19 ~~applicant shall schedule an appointment and meet with the county administrator or~~
20 ~~designee and technical assistance staff to discuss the application, the procedures for~~
21 ~~review and approval, and the applicable regulations and requirements for the review~~
22 ~~type. The county administrator or designee shall determine the level of application~~
23 ~~detail and specific methodologies required for petitions seeking Type B~~
24 ~~development approval. Interested parties are permitted to attend and participate in~~
25 ~~the preapplication meeting. Public notice shall be mailed at least five calendar days~~
26 ~~in advance of the preapplication meeting to the current address (based upon the~~
27 ~~most current tax rolls in the office of the Leon County Property Appraiser) of each~~
28 ~~property owner within 800 feet of the project and to neighborhood and business~~
29 ~~associations.~~ *Presubmittal. Optional.*
30

31 (b) *Application.* The applicant shall select the proposed project's development review
32 track from the options outlined in subsection 10-7.402 5. and proceed accordingly.
33 The applicant shall submit the required site and development plan to the county
34 administrator or designee for distribution to the DRC. Notice of the application
35 shall be as set forth in subsection 10-7.402 6.(d).
36

37 (c) *Determination of completeness.* Within ten working days after receipt of the
38 application for site and development plan approval, the county administrator or
39 designee shall determine whether the application contains all require information at
40 the required level of detail; and shall advise the applicant of all areas of deficiency.

1 This notification shall specify the additional information and level of detail required
2 in order to meet the requirements of this section. In the event that an applicant fails
3 to submit the required additional information within 30 calendar days of the date of
4 the notice of deficiency, the county administrator or designee shall consider the
5 application to be withdrawn. The county administrator or designee may grant
6 extensions of up to 30 days at the request of the applicant; provided any such
7 request for an extension is received prior to the expiration of the relevant time
8 period. Upon a determination of completeness, the county administrator or designee
9 shall refer the application to the DRC.
10

11 (d) *Public notice of application.* Public notice of the Type B application shall be
12 published consistent with the provisions of [F.S. §] 125.66(4)(b)2. and 3. within
13 seven calendar days of receipt of application and mailed to each property owner,
14 based upon the most current tax rolls in the Office of the Leon County Property
15 Appraiser, owning property within 800 feet of the project and to registered home
16 owners associations and business associations of property within 800 feet of the
17 project. Notice of the application must be prominently posted at the job site. Notice
18 of the application must clearly delineate that an aggrieved or adversely affected
19 person has the right to request a quasi-judicial hearing before a special master, must
20 explain the conditions precedent to the appeal of any development order rendered
21 on the application, and must specify where written procedures can be obtained that
22 describe the process to appeal the decision of the county. Required notices may be
23 provided in combination with other notices.
24

25 (e) *DRC meeting notice.* Public notice of the DRC meeting shall be given at least seven
26 calendar days in advance of the meeting by publication in a newspaper of regular
27 and general circulation in the county. In addition, written notice shall be mailed at
28 least five calendar days in advance of the DRC meeting to the current address
29 (based upon the most current tax rolls in the office of the Leon County Property
30 Appraiser) of each property owner within 800 feet of the project and to registered
31 neighborhood and business associations of property located within 800 feet of the
32 project. Notices shall advise such persons of the application, and specify that the
33 application will be reviewed by staff at a public DRC meeting and provide the date,
34 time, and place of that meeting. The public notice shall also advise that no
35 testimony may be heard by the DRC at their meeting since it is an administrative
36 review and not subject to quasi-judicial provisions. Notices must state that an
37 aggrieved or adversely affected person has the right to request a quasi-judicial
38 hearing, and must also include a statement that, as a condition precedent to filing an
39 appeal, one must submit written comments regarding the application to the clerk of
40 the DRC prior to the adjournment of the DRC meeting at which the written

1 preliminary decision on the development application is made. Required notices may
2 be provided in combination with other notices.
3

4 (f) *DRC meetings.* No testimony shall be received from any applicant or member of the
5 public during the course of the DRC meeting, although written comments may be
6 provided to the DRC and the meetings shall be open to public attendance. Each
7 member of the DRC is responsible for providing proposed written findings which
8 identify whether a development meets the applicable criteria and standards of this
9 chapter and those imposed by other applicable ordinances, regulations and/or
10 adopted standards of the county. The proposed written findings shall be transmitted
11 to other members of the DRC, the applicant, and made available for public
12 inspection at least one working day prior to consideration by the DRC. The
13 proposed written findings shall be the basis for a recommendation by each DRC
14 member for the DRC as a whole to issue a written preliminary decision to approve,
15 approve with conditions, or deny the application. Absent a written preliminary
16 decision, the DRC may continue consideration of an application to a date and time
17 certain.
18

19 (g) *DRC review.* The DRC shall review the application at any scheduled meeting, and
20 shall prepare and submit to the county administrator or designee a written
21 preliminary decision including an itemized list of findings of fact which support the
22 preliminary decision of approval, approval with conditions, or denial of the
23 application; or shall request additional material and data determined to be necessary
24 to undertake the required review and continue its review to a date and time certain.
25 Within five calendar days of the decision, notice of the written preliminary decision
26 shall be provided to the applicant and persons who submitted written comments,
27 provided the person's mailing address is readily ascertainable on the face of the
28 written comments provided. The written preliminary decision of the DRC shall
29 include a statement that an aggrieved or adversely affected person may request a
30 quasi-judicial hearing pursuant to paragraph (h) herein.
31

32 (h) *Conditional approval.* Subsequent to the action of the DRC to approve a Type B
33 site and development plan subject to conditions, the applicant shall furnish for
34 review and verification by the DRC or their designee, a revised site and
35 development plan application, demonstrating compliance with all conditions. The
36 revised site and development plan shall be submitted to the DRC or their designee
37 within 90 days of the date of approval entity's action; however, the applicant may,
38 upon demonstration of good faith effort and hardship that is not self-created, be
39 granted a 90-day extension by the DRC or designee. Subsequent 90-day extensions
40 may be requested and granted, based on the same criteria. Failure to comply with

1 these time limits shall render the site and development plan application approval
2 expired.

- 3
4 (i) *Appeals.* The written preliminary decision of the DRC shall become final 15
5 calendar days after it is rendered unless a person who qualifies as a party, as defined
6 in section 10-7.414, and who has filed written comments with the ~~department of~~
7 ~~development support and environmental management~~ Department of Development
8 Support and Environmental Management prior to the adjournment of the meeting at
9 which the decision was rendered files a notice of intent to file an appeal of a
10 decision on a site and development plan application. Subsequent to the filing of a
11 notice of intent, a petition must be filed within 30 calendar days from the date of
12 rendition of the DRC's decision. Petitions shall be made in writing and directed to
13 the clerk of the DRC, and shall include the project name, application number, a
14 description of the facts upon which the decision is challenged, and all allegations of
15 inconsistency with the Comprehensive Plan and land development regulations, and
16 any argument in support thereof. Failure to file both a notice of intent and a petition
17 is jurisdictional and will result in a waiver of the hearing. Hearings before a special
18 master will be conducted in accordance with the procedures outlined in section[s]
19 10-7.414 and 10-7.415
20

21 **SECTION 32.** Section 10-7.405 of Article VII of Chapter 10 of the Code of Laws of Leon
22 County, Florida, entitled "Type C Review," is hereby amended to read as follows:
23

24 **Sec. 10-7.405. Type C review.**

25 Type C review shall be applied to the types of site and development plans listed in Table 10-7.1.,
26 and to all site and development plans listed as special exception uses within any zoning district.
27 For the purpose of this section, nonresidential site and development plans include, but are not
28 limited to, commercial, office, institutional, and industrial development.

29 *Review requirements.*

- 30 (a) *Preapplication.* ~~The applicant shall obtain a permitted use verification, as~~
31 ~~applicable, prior to filing a Type C site and development plan application. The applicant~~
32 ~~shall schedule an appointment and meet with the county administrator or designee and~~
33 ~~technical assistance staff to discuss the application, the procedures for review and~~
34 ~~approval, and the applicable regulations and requirements for the review type. The county~~
35 ~~administrator or designee shall determine the level of application detail and specific~~
36 ~~methodologies required for petitions seeking Type C development approval. Interested~~
37 ~~parties are permitted to attend and participate in the preapplication meeting. Public notice~~
38 ~~shall be mailed at least five calendar days in advance of the preapplication meeting to the~~
39 ~~current address (based upon the most current tax rolls in the office of the Leon County~~

1 ~~Property Appraiser) of each property owner within 1,000 feet of the project and to~~
2 ~~neighborhood and business associations. Presubmittal. Optional.~~

3
4 * * *

5
6 **SECTION 33.** Section 10-7.413 of Article VII of Chapter 10 of the Code of Laws of Leon
7 County, Florida, entitled “On-going inspections,” is hereby amended to read as follows:
8

9 **Sec. 10-7.413. On-going inspections.**

- 10
11 1. *Inspection:* The ~~growth and environmental management department~~ Department of
12 Development Support and Environmental Management shall implement a procedure for
13 periodic inspection of development work in progress relating to zoning and environmental
14 management requirements to ensure compliance with features of the approved site and
15 development plan which authorized the activity. The public works department shall
16 implement a procedure for periodic inspection for work under its administrative jurisdiction.
17
- 18 2. *Minor modifications:* If the proposed or on-going work is found to have or require one or
19 more minor modifications to the approved site and development plan, the county
20 administrator or public works director, or their respective designees, as applicable, shall
21 require that the applicant obtain an amendment to the approved site and development plan to
22 conform to actual development, and provide copies of each amendment to each DRC
23 member. Minor modifications to an approved site and development plan may be made at the
24 time of permitting without the requirement for re-submittal of a revised site and development
25 plan by the applicant. Any DRC member may, however, refer any minor modification that
26 significantly affects the development's compliance with the purpose of this Code to the DRC
27 for treatment as a major modification. Minor modifications may not become effective until
28 24 hours after notice is provided to each DRC member of the proposed minor modification.
29 The time frame for effectiveness of any minor modification may be stayed upon request of a
30 DRC member if a proposed minor modification is referred to the DRC members.
31
- 32 3. *Major modifications:* If the proposed or ongoing work is found to have one or more
33 modifications, the ~~growth and environmental management department~~ Department of
34 Development Support and Environmental Management shall:
35
- 36 (a) Refer the matter for consideration to the next agenda of the DRC, allowing for
37 adequate notice, and recommend appropriate action for the DRC to take. An
38 applicant shall be required to pay any and all applicable fees.
- 39 (b) Issue a stop-work order and/or refuse to allow occupancy of all or part of the
40 development if deemed necessary to protect the public's health, safety, and welfare.
41 The order shall remain in effect until the growth and environmental management

1 department or public works department, as applicable, determines that work or
2 occupancy may proceed pursuant to the decision of the DRC.

3 (c) Refer the matter to a county code inspector, if it appears that the developer has
4 committed violations within the jurisdiction of the county code enforcement board.

5 (d) If the ~~growth and environmental management department~~ Department of
6 Development Support and Environmental Management or public works department,
7 as applicable, refers a matter pursuant to subsection (3)(a) above, the DRC shall
8 hold a public meeting on the matter and shall take one of the following actions:

9 (i) Order the developer to bring the development into substantial compliance
10 (that is, having no or only minor modifications) within a reasonable period
11 of time. Any development order or permit shall be revoked if this order is
12 not complied with.

13 (ii) Amend the development order or permit to accommodate adjustments to the
14 development made necessary by technical or engineering considerations
15 first discovered during actual development and not reasonably anticipated
16 during the initial approval process. Amendments shall be the minimum
17 necessary to overcome the difficulty, and shall be consistent with the intent
18 and purpose of the development approval given and the requirements of this
19 Code.

20 (iii) Revoke the relevant development order or permit based on a determination
21 that the development cannot be brought into substantial compliance and that
22 the development order or permit should not be amended to accommodate the
23 modifications.
24

25 **SECTION 34.** Section 10-7.525 of Article VII of Chapter 10 of the Code of Laws of Leon
26 County, Florida, entitled "Water and sewer charges," is hereby amended to read as follows:
27

28 **Sec. 10-7.525. Water and sewer charges.**
29

30 Water and sewer system charges collected by the ~~department of growth and environmental~~
31 ~~management~~ Department of Development Support and Environmental Management for the
32 benefit of county franchisees shall be paid prior to the issuance of a building permit or tap,
33 whichever is first. Water and sewer systems charges shall not be made for development
34 proposals that are served by existing on-site well and/or septic systems which are determined to
35 be functioning properly and do not require repair or substantial modification as determined by
36 the county public health unit.
37

38 **SECTION 35.** Section 10-7.542 of Article VII of Chapter 10 of the Code of Laws of Leon
39 County, Florida, entitled "Parking standards committee," is hereby amended to read as follows:
40

41 **Sec. 10-7.542. Parking standards committee.**
42

1 There is hereby established a parking standards committee comprised of the planning director,
2 the ~~growth and environmental management~~ Development Support and Environmental
3 Management director and the public works director, or their respective designees. The parking
4 standards committee shall meet on an as-needed basis to approve, approve with conditions, or
5 deny requests and applications as provided for in this article.
6

7 **SECTION 36.** Section 10-7.545 of Article VII of Chapter 10 of the Code of Laws of Leon
8 County, Florida, entitled “Number of off-street parking spaces,” is hereby amended to read as
9 follows:

10
11 **Sec. 10-7.545. Number of off-street parking spaces.**

12
13 (a) The standard number of off-street parking spaces required for specific land uses is
14 established in schedule 6-2, below. The actual number of parking spaces provided in
15 association with any proposed use may, at the developer's discretion, be equivalent to a
16 range of number of parking spaces based upon the zoning district in which the
17 development is located, pursuant to the following table:
18

Zoning District	Allowed Number of Parking Spaces
R, UF, LTRUF, RC, WRC <u>WC</u> , LP, RP, RA, OS, OA-1	95%—100% of standard in schedule 6-2 up to 5% may be allowed over the standard, but shall be of an approved pervious material.
R1, R2, R3, R4, R5, OR-1, MH, MRC	85%—100% of standard in schedule 6-2 up to 10% may be allowed over the standard, but shall be of an approved pervious material.
OR-2, MR-1, C-1, BC-1, BOR, M-1, I, MRCN, NBO	80%—100% of standard in Schedule 6-2 up to 15% may be allowed over the standard, but shall be of an approved pervious material.
AC, BC-2, BCS, OR-3, CM, C-2, CP, IC, UP-1, UP-2	75%—100% of standard in schedule 6-2 up to 15% may be allowed over the standard, but shall be of an approved pervious material.
DRI, PUD	Development-specific schedule to be included in approved development application.

19 Any deviation from the range of required parking established within the table above,
20 would require approval or approval with conditions by the parking standards committee.

21 Surface parking areas in excess of the standard identified in schedule 6-2 of this division
22 shall be of an approved pervious material, unless determined that pervious material
23 would be more damaging to the environment or would not comply with accessibility
24 requirements.

25 **SCHEDULE 6-2**
26 **Required Parking Spaces**

Use	Minimum Off-Street Parking Requirement	Ratio of Full Size to Compact Parking	Required Bicycle Spaces	Notes

			Spaces (Full/Compact)		
RESIDENTIAL					
1.	Conventional detached	1,2 and 3 bedrooms: 1.5 spaces/unit* ** 4 bedrooms: 2 spaces/unit* **	100/0	0	* If on-street parking is not permitted or is restricted on the unit's street frontage, then 1 visitor parking space shall be required. The visitor space shall be located not more than 100 feet from the unit's street frontage. ** Resident parking spaces may be tandem.
2.	Cluster/multifamily development: -Resident parking*	1 Studio/bedroom: 1 space/unit 2, 3 or more bedrooms: 1.5 spaces/unit	100/0	0.10 per required parking space	* Resident parking spaces may be tandem. ** On-street parking provided in accordance with the dimensions required for parallel spaces may count toward visitor parking requirements. These spaces must be located within the maximum distances specified in section 10-7.544(d)(2).
	Visitor parking**	0.5 space/unit	50/50		
3.	Housing for the elderly	To be determined by the parking standards committee*			* Developer shall submit a parking study.
4.	Mobile home parks				* Resident parking spaces may be tandem.
	-Resident parking*	1.5 spaces/unit	100/0	0	
	-Visitor parking**	0.25 spaces/unit	50/50		** On-street parking provided in accordance with the dimensions required for parallel spaces may count toward fulfilling visitor parking requirements. These spaces must be located within the maximum distances specified in section 10-7.544(d)(2).
COMMERCIAL					
5.	Uses located in commercial shopping centers	1 space/350 square feet of gross floor area	70/30	0.10 per required parking space	
6.	Auto repair/service station	2 per service bay plus 1 per 2,000 square feet of gross floor area	70/30	0	
7.	Auto sales	1 space/400 square feet of gross floor area*	70/30	0	* Areas for vehicle display shall utilize pervious

					material to the greatest extent possible.
8.	Auto washing	1 space/washing stall	70/30	0	
9.	Barbershops or beauty parlors	1 space/250 square feet of gross floor area	70/30	0.10 per required parking space	
10.	Bank, savings and loan	1 space/400 square feet of gross floor area	70/30	0.10 per required parking space	
11.	Hotel, motel	.75 space per unit	70/30	0	
12.	Lumberyards, nurseries	1 space/350 square feet of gross floor area for retail sales plus 1 space/2,000 square feet of outdoor area devoted to displays and storage	70/30	2	
13.	Offices:			0.10 per required parking space	* For on-site parking facilities containing 1,000 or more parking spaces, the parking requirement shall be 1 space per 500 square feet of gross floor area for parking spaces required in excess of 1,000.
	-Administrative business and professional	1 space/350 square feet of gross floor area*	50/10	0.05 per required parking space	
	- Government	1 space/350 square feet of gross floor area*	50/50	0.10 per required parking space	
14.	Restaurants:				
	-All restaurants except fast food	1 space/200 gross square feet of floor area up to 6,000 gross square feet plus 1 space/150 gross square feet of floor area over 6,000 square feet	70/30	0.10 per required parking space	
	-Fast food restaurant	1 space/350 square feet of gross floor area	70/30	0.25 per required parking space	
15.	Retail, general (i.e. department stores, markets, etc.)	1 space/350 square feet of gross floor area	70/30	0.10 per required parking space	
16.	Retail, furniture and appliance	1 space/1000 square feet of gross floor area	70/30	0.05 per required parking area	
17.	Elementary and junior high schools	1.5 spaces/classroom	70/30	5.00 per required parking space*	* Bicycle spaces for teachers and visitors should be separate from spaces for students.
18.	Senior high schools	3.25 spaces/classroom	70/30	2.50 per required parking space	
19.	Colleges	3.25 spaces/classroom	70/30	3.00 per required parking space	

20.	Convenience food stores	1 space/300 square feet of gross floor area	70/30	0.10 per required parking space	
HEALTH SERVICES					
21	Convalescent and nursing homes	1 space/4 beds	70/30	0.10 per required parking space	
22	Medical and dental offices and clinics, veterinary hospitals and clinics	1 space/250 square feet of gross floor area	70/30	0.5 per required parking space	
INDUSTRIAL USES					
23	Manufacturing	1 space/750 square feet of gross floor area devoted to manufacturing for the first 20,000 square feet plus the required parking for area devoted to other uses; 1 space/2,000 square feet for the second 20,000 square feet. 1 space/4,000 square feet for floor area in excess of 40,000 square feet	50/50	0.10 per required parking space	
24.	Warehouse	1 space/1,000 square feet of gross floor area for the first 20,000 square feet devoted to warehousing plus the required footage devoted to other uses. 1 space/2,000 square feet for the second 20,000 square feet. 1 space/4,000 square feet for floor area in excess of 40,000 square feet	50/50	.05 per required parking space	
25.	Reserved				
ENTERTAINMENT AND RECREATION					
26.	Arcades, games	1 space/300 square feet of gross floor area	70/30	0.20 per required parking space	
27.	Bowling alleys, billiard halls	3 spaces/alley plus 1.5 for each billiard table plus required parking for other uses on the site	70/30	0.20 per required parking space	
28.	Commercial stables	1 space/5 stalls boarded on the site	70/30	0.10 per required parking space	
29.	Driving range (golf)	1 space/tee plus required parking for any other uses on the site	70/30	0.10 per required parking space	
30.	Golf course (regulation)	5 spaces/hole plus required parking for any other uses on	70/30	0.10 per required	

		the site		parking space	
31.	Miniature golf	1 space/3 holes plus required parking for any other uses on the site	70/30	0.10 per required parking space	
32.	Parks (public or private)	To be determined by the parking standards committee*	70/30		* Developer must submit a parking study.
33.	Skating rinks	1 space/300 square feet of gross floor area	70/30	0.25 per required parking space	
34.	Tennis, handball and racquetball facilities	2 spaces/court plus required parking for additional uses on the site	70/30	0.25 per required parking space	
35.	Health club	1 space/ 200 square feet of gross floor area*	70/30	0.25 per required parking space	* Swimming pool shall be counted as floor area.
36.	Theaters, movies: - Single screen	1 space/4 seats	70/30	0.10 per required parking space	
	-Multiscreen	1 space/4 seats			
MISCELLANEOUS					
37.	Auditoriums	1 space/200 square feet of gross floor area	70/30	0.10 per required parking space	
38.	<u>Churches and other spaces of public assembly</u>	1 space/200 square feet of chapel, sanctuary or assembly area*	70/30	0.10 per required parking space	* May be all pervious material unless determined by parking standards committee to require impervious parking
39.	Day care, preschools, nursery schools	1 space/300 square feet of gross floor area, if adequate drop-off facilities are provided*	70/30	0.10 per required parking space	* Drop-off facilities must be designed to accommodate a continuous flow of passenger vehicles to load and unload children safely. The adequacy of drop-off facilities shall be determined by the transportation engineer based on standard traffic safety principles.
40.	Model home	2 spaces/model home plus 1 space/salesperson * **	100/0	0	* Salesperson space may be a vacant garage space in the model home. ** On-street parking adjacent to the site frontage may count toward fulfilling required parking if doing so does not produce a shortage or

					residential parking or obstruct traffic.
41.	Utilities	To be determined by the parking standards committee*			* Developer must submit a parking study.
42.	Libraries	To be determined by the parking standards committee*	70/30	0.20 per required parking space	* Developer must submit a parking study.

(b) For any use not listed in schedule 6-2, the county administrator or designee, upon review of the proposed use, shall specify the required number of loading spaces to be provided, using generally accepted traffic engineering practices and standards.

SECTION 37. Section 10-7.603 of Article VII of Chapter 10 of the Code of Laws of Leon County, Florida, entitled “Submittal,” is hereby amended to read as follows:

Sec. 10-7.603. Submittal.

While the approval of a site and development plan is in effect, the applicant may submit the plat for approval to the county in the following order:

1. The developer or representative shall submit the plat, so marked, to the Leon County Public Works Department, at which time it will be considered for approval. The plat shall be submitted not more than 36 months after the date on which the site and development plan was approved, otherwise such request and approval shall be deemed null and void unless a written extension of this time limit has been granted by the county administrator or designee for just cause on or before the 36th month anniversary of the approval of the site and development plan.
2. The planning department or the ~~growth and environmental management department~~ Department of Development Support and Environmental Management, appropriate, shall notify the developer in writing whether the plat, as submitted, conforms to the approved site and development plan. This document then shall be forwarded by the planning department or the ~~growth and environmental management department~~ Department of Development Support and Environmental Management, as appropriate, to the county engineer.
3. The developer or representative shall then submit the original plat to the county engineer in a manner to allow for the review of the plat for consistency with respect to any easements, design standards, and requirements of applicable county codes, and shall also submit a current title opinion for the subject property, including any joinders.

SECTION 38. Section 10-8.106 of Article VIII of Chapter 10 of the Code of Laws of Leon County, Florida, entitled “Permit certification requirements,” is hereby amended to read as follows:

1 **Sec. 10-8.106. Permit certification requirements.**
2

3 All real property identified as subject to flooding and as special flood hazard areas by the Flood
4 Insurance Study (FIS), FIRM's (dated August 18, 2009), FHBM's and FBFM's promulgated by
5 the Federal Emergency Management Agency or the Department of Housing and Urban
6 Development, Federal Insurance Administration and any subsequent revisions thereto, which are
7 hereby adopted by reference and declared to be a part of this article, is subject to the permitting
8 provisions hereof. All other real property shall require certification as set forth in Subsection 10-
9 8.202(1). The FIS and FIRMs are on file at the Leon County Department of ~~Growth and~~
10 ~~Environmental Management Office~~ Development Support and Environmental Management.

11
12 **SECTION 39.** Section 10-8.202 of Article VIII of Chapter 10 of the Code of Laws of Leon
13 County, Florida, entitled "Certification for certain construction," is hereby amended to read as
14 follows:
15

16 **Sec. 10-8.202. Certification for certain construction.**
17

18 Every application for a development permit for new construction shall be accompanied by a
19 flood certificate from a professional civil engineer licensed in the state unless the application is
20 for an accessory structure less than 300 square feet. The certificate at a minimum shall have the
21 following information submitted to the county:
22

- 23 (1) The certificate shall certify one of the following statements:
24 a. All of the property is at or above the flood protection elevation as set forth
25 in subsections (1), (2), (3), and (4) of the flood protection elevation
26 definition in section 10-1.101.
27 b. Some or all of the property is located below the 100-year flood elevation
28 (base flood elevation). The base flood elevation must be provided along
29 with the flood protection elevation and the required lowest floor elevation.
30 c. All of the property is located at or above the 100-year flood elevation
31 (base flood elevation), but some or all of the property is lower than the
32 flood protection elevation as set forth in subsections (1), (2), (3), and (4)
33 of the flood protection elevation definition in section 10-1.101. The base
34 flood elevation must be provided along with the flood protection elevation
35 and the required lowest floor elevation.
36
37 (2) Where appropriate, the certificate may certify one of the following statements:
38 a. The location of the proposed building is in an area of the parcel that is at
39 or above the 100-year (base flood) elevation as determined by a site plan
40 with building location shown; or
41 b. The following narrative describes the area of the parcel that is at or above
42 the 100-year (base flood) elevation. This statement should be followed by
43 a layman's description of the area outside of the floodplain.
44
45 (3)e. The Flood Insurance Rate Map (FIRM) panel number on which the property is
46 located.

- 1
2 ~~(4)d.~~ The parcel ID number.
3
4 ~~(5)e.~~ The designated zone for the parcel from the FIRM maps.
5
6 ~~(6)f.~~ A statement certifying that the site has been visited by the engineer.
7
8 ~~(7)g.~~ The flood certificate must be signed and sealed by a professional civil engineer
9 licensed in the state in accordance with 61G15-23.002 F.A.C. The certificate will
10 not be accepted if it is older than five years.
11
12 ~~(8)h.~~ The engineer shall review all potential flood information sources to make a
13 determination as to whether the property is located within a flood zone. At a
14 minimum, the following sources must be reviewed:
15 ~~(a)1.~~ Topographic information in two-foot or four-foot contour intervals.
16 ~~(b)2.~~ FIRM maps and accompanying flood profiles.
17 ~~(c)3.~~ Any study or model available through the county files that would have
18 pertinent flood elevation information.
19 ~~(d)4.~~ Any plat, subdivision, site plan or environmental permit file that would
20 have pertinent flood elevation information.
21 ~~(e)5.~~ Aerial photos.
22
23 ~~(9)i.~~ If any portion of the parcel is located in a flood area other than zone AE, whether
24 FEMA designated or not, the engineer shall determine an appropriate base flood
25 elevation, a corresponding flood protection elevation, and a required minimum
26 lowest floor elevation. Supporting documentation for the base flood elevation
27 must also be submitted with the flood certificate. At a minimum the following
28 must be done:
29 ~~(a)1.~~ Topographic information must be reviewed with two-foot contour
30 intervals. This information should be submitted with the flood certificate.
31 Upstream and downstream constrictions should be analyzed.
32 ~~(b)2.~~ Review any model or plat available through the county files that would
33 have pertinent base flood elevation information.
34 ~~(c)3.~~ Where sufficient information is not conclusive for determining a base
35 flood elevation for a FIRM designated A zone, the elevation should be
36 determined as identified in FEMA's publication titled: "Managing
37 Floodplain Development in Approximate Zone A Areas", April 1995 or its
38 successor.
39

40 **SECTION 40.** Section 10-9.303 of Article IX of Chapter 10 of the Code of Laws of Leon
41 County, Florida, entitled "Maximum number of off-site signs allowed within the unincorporated
42 county," is hereby amended to read as follows:
43

44 **Sec. 10-9.303.**
45

1 (a) *Off-site signs inventory will be maintained by Leon County. The ~~department of growth and~~*
 2 *~~environmental management~~ Department of Development Support and Environmental*
 3 *Management will maintain an annual inventory of off-site signs within the unincorporated*
 4 *portion of Leon County. Leon County will conduct an annual audit of permits issued for*
 5 *off-site signs to determine the current number of such signs within the unincorporated*
 6 *portion of Leon County. Signs located within areas subsequently annexed into corporate*
 7 *municipal limits shall be deleted from the county's inventory of off-site signs.*

8
 9 (b) *The Maximum number of permitted off-site signs shall be equivalent to the number in the*
 10 *inventory. The maximum number of off-site signs allowed within the county shall be*
 11 *limited to the number of signs included in the off-site sign inventory.*

12
 13 **SECTION 41.** Section 10-9.306 of Article IX of Chapter 10 of the Code of Laws of Leon
 14 County, Florida, entitled "Procedural requirements to obtain a new off-site sign," is hereby
 15 amended to read as follows:

16
 17 **Sec. 10-9.306. Procedural requirements to obtain a new off-site sign.**

18
 19 A building permit for the construction of a new off-site sign may be issued only after the
 20 removal of one existing off-site sign with its supporting structure. Confirmation of removal of an
 21 existing off-site sign shall be on file in the Leon County Department of ~~Growth and~~
 22 ~~Environmental Management~~ Development Support and Environmental Management prior to
 23 issuance of a building permit to construct a new sign. Such documentation shall be in the form of
 24 a site inspection by county staff. Upon documentation of the removal of an off-site sign with its
 25 supporting structure, a certificate shall be issued by Leon County for each off-site sign and
 26 structure removed. The certificate of removal (COR) shall allow the holder to apply for a permit
 27 for construction of a sign having a surface area no greater than that of the sign removed. The
 28 owner of the certificate may hold the certificate, redeem it as a prerequisite for a building permit
 29 to construct a new off-site sign, or convey the certificate to a third party.

30
 31 **SECTION 42.** Section 10-11.105 of Article XI of Chapter 10 of the Code of Laws of Leon
 32 County, Florida, entitled "Street Names," is hereby amended to read as follows:

33
 34 **Sec. 10-11.105. Street names.**

35
 36 All streets as defined herein, in both the unincorporated and incorporated area of Leon County
 37 shall be named, including private-to-private accesses, for the purposes of emergency response
 38 (E-9-1-1) location. Street names shall be developed and assigned, in accordance with the uniform
 39 street naming and property numbering system, according to the following requirements:

- 40 (1) *Authority.* The Leon County Board of County Commissioners has designated the
 41 Leon County ~~Growth and Environmental Management Department~~ Department of
 42 Development Support and Environmental Management, to assign street names to all
 43 streets within the incorporated and unincorporated areas of Leon County. Citizens

1 who desire to name streets must complete a street name application provided by
2 Leon County.

3
4 (2) *Existing rights-of-way and road easements.* When any existing public right-of-way
5 or private road easement is determined consistent with the definitions contained in
6 this [article] ordinance, Leon County shall assign or coordinate a name to such
7 street. Such public streets shall be identified with street signs provided by the
8 appropriate local government jurisdiction.

9
10 (3) *New and proposed public rights-of-way and private road easements.* When any new
11 street is constructed as a public right-of-way or private road easement, Leon County
12 shall have full authority to assign or coordinate the street name. Such public streets
13 and private streets which result from new development or subdivision shall be
14 identified by street signs specified by the appropriate local government agency.
15 Costs of the sign shall be the obligation of the person(s) applying for the
16 development permit for construction of the street, and satisfaction of such
17 obligation shall be made a condition of the development permit. Certificates of
18 occupancy shall not be issued until all required all street signs required by this
19 provision are properly installed.

20
21 (4) For private road easements, or fee simple situations created by a subdivision of
22 lands, the subdivider, at his or her expense, shall provide and post the required
23 street signs when they are not directly adjoining existing public rights-of-way.
24 These street signs must be erected in accordance with specifications set forth by the
25 appropriate local government agency. Final subdivision plats will be recorded with
26 the assigned street names indicated on the final plat. Certificates of occupancy shall
27 not be issued until and unless street signs required are properly installed. The
28 applicable local government is responsible for verifying the placement and
29 installation of all street signs.

30
31 **SECTION 43.** Section 10-11.107 of Article XI of Chapter 10 of the Code of Laws of Leon
32 County, Florida, entitled "Administration and number assignment," is hereby amended to read as
33 follows:

34
35 **Sec. 10-11.107. Administration and number assignment.**

36
37 The city ~~and county growth and environmental management departments~~ Growth Management
38 Department and the Leon County Department of Development Support and Environmental
39 Management shall be responsible for managing, coordinating, and maintaining the property
40 numbering maps in accordance with the uniform street naming and property numbering system.

41

1 (1) *Address numbers.* All new principal buildings and all new activities involving uses
2 of land without principal buildings shall be assigned address numbers by the
3 appropriate local government agency. For principal uses of land without principal
4 buildings, or any other permitted activity or approval requires the posting of the
5 assigned address numbers by the time the final electrical inspection is conducted.
6 The assigned address number shall be displayed as indicated in the Uniform Street
7 Naming and Property Numbering System Ordinance. For principal buildings, final
8 electrical inspections and certificates of occupancy will be issued after the assigned
9 address number or numbers are displayed as provided in the uniform street naming
10 and property numbering system policies and procedures. The following criteria
11 shall be used to assign address numbers:

- 12
- 13 a. Numbers should be assigned according to the adopted policies and
14 procedures, using the grid system illustrated on the General Highway Map.
15 The grid is established by the Tallahassee Meridian (the numbering meridian
16 line has been established as the road segment of Meridian Road North and
17 South) and the Tallahassee Base line (the numbering base line has been
18 established as the road segment of Tharpe Street through to Buck Lake Road).
19 The grid lines are based on the established section lines at one mile intervals
20 with each line representing 1,000 addresses.
21

22 **SECTION 44.** Section 10-11.108 of Article XI of Chapter 10 of the Code of Laws of Leon
23 County, Florida, entitled "Authorization for address corrections," is hereby amended to read as
24 follows:
25

26 **Sec. 10-11.108. Authorization for address corrections.**
27

28 The county administrator and/or city manager or designee is hereby directed to require changes
29 as necessary in existing street names and street address numbers, so as to bring such names and
30 numbers into reasonable conformance with the property numbering maps and the adopted
31 uniform street naming and property numbering system policies and procedures.
32

- 33 (1) *Standards for renaming and renumbering.* Any changes in the names of streets
34 must be approved by the Board of County Commissioners. The county
35 administrator and the city manager shall require address numbers to be changed to
36 streets which are not in reasonable conformance with this article. Street name
37 changes may be required by the Board of County Commissioners only if they
38 duplicate or are phonetically similar to or are otherwise easily confused with other
39 street names in the same response area for the "Enhanced 9-1-1 Emergency
40 Telephone System." Street and address number changes shall be coordinated, to the
41 extent possible, with the City of Tallahassee. When one of two duplicated or
42 phonetically-similar or otherwise confusing street names must be changed the
43 appropriate adopted policies and procedures will be followed.
44

1 (2) *Street renaming.*
2

- 3 a. When any street is to be renamed pursuant to the requirements of this article,
4 the Leon County ~~Growth and Environmental Management~~
5 ~~Department~~ Department of Development Support and Environmental
6 Management shall notify by mail all property owners, as set forth in the most
7 recent county tax rolls, whose lands abut such street, and shall make a
8 reasonable attempt by public notice to notify the residents or businesses
9 occupying such lands, that the street will be renamed. Cost of all installation
10 of signs shall be the responsibility of appropriate local government. This
11 includes public and private streets regardless of its intersections to public or
12 private streets.
- 13 b. Public notices of the new street name shall be provided in the form of a
14 display advertisement to run in a local public newspaper of general circulation
15 at least 30 days prior to the effective date of change. The advertisement will
16 identify the change of the street name and the effective date of the change.
17 The cost associated for the implementation of this action will be that of the
18 appropriate local government agency as set forth in this article.
- 19 c. For street number changes without street name changes. The city manager and
20 or county administrator or their designees shall notify by mail the affected
21 property owners, as shown on the latest tax rolls, of any street number
22 changes and the effective date of the change.
23

24 (3) *Contents of notice.* The notices provided for in subsection 10-11.108(2)b. above,
25 shall clearly identify the change in street name as it affects each property owner
26 and/or occupant; shall identify the effective date of the change; and shall set forth
27 the property owner's and occupant's obligations pursuant to this article.
28

29 (4) *Recorded plats.* Notwithstanding any other provisions to the contrary in Chapter 10
30 of the Leon County Code of Laws, the county administrator or their designee is
31 authorized to record a document in a form approved by the county attorney that
32 would notify property owners, in recorded final plats in Leon County, when street
33 names that are specifically listed on the recorded final plat are changed or otherwise
34 modified in accordance with the terms and conditions of the Leon County/City of
35 Tallahassee Street Naming and Uniform Property Numbering Ordinance. The form
36 of the document shall list the plat book and page number of the recorded final plat
37 being referred to along with the former and newly designated street name. In no
38 event shall a replat be required of the recorded final plat for the purposes of the
39 street naming change.
40

41 **SECTION 45.** Conflicts. All ordinances or parts of ordinances in conflict with the provisions
42 of this Ordinance are hereby repealed to the extent of such conflict, as of the effective date of
43 this Ordinance, except to the extent of any conflicts with the Tallahassee-Leon County
44 Comprehensive Plan, as amended, which provisions shall prevail over any parts of this
45 Ordinance which are inconsistent, either in whole or in part, with the Comprehensive Plan.
46

1 **SECTION 46.** Severability. If any section, subsection, sentence, clause, phrase or portion of
2 this article is for any reason held invalid or unconstitutional by any court of competent
3 jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and
4 such holding shall not affect the validity of the remaining portions of this Ordinance.
5

6 **SECTION 47.** Effective date. This ordinance shall be effective according to law.
7

8 DULY PASSED AND ADOPTED BY the Board of County Commissioners of Leon County,
9 Florida, this ____ day of _____, 2014.
10

11
12 LEON COUNTY, FLORIDA
13

14
15 BY: _____
16 KRISTIN DOZIER, CHAIRMAN
17 BOARD OF COUNTY COMMISSIONERS
18
19

20 ATTEST:
21 BOB INZER, CLERK OF THE COURT
22 AND COMPTROLLER
23 LEON COUNTY, FLORIDA
24

25
26 BY: _____
27

28 APPROVED AS TO FORM:
29 LEON COUNTY ATTORNEY'S OFFICE
30

31
32 BY: _____
33 HERBERT W.A. THIELE, ESQ.
34 COUNTY ATTORNEY
35
36

	Proposed Amendment Section/Title	LDC Section	Location of Amendment in Proposed Ord.	Description of Proposed Changes
1	Definitions	10-1.101		Several references to Growth & Environmental Management (GEM) Should refer to Development Support and Environment (DSEM)
2	Development Review Committee	10-2.301		Refers to GEM – should refer to DSEM
3	Waiver of Nonconforming Status	10-2.351(d)		Refers to GEM – should refer to DSEM
4	Vested Categories	10-2.402		Refers to GEM – should refer to DSEM
5	Appeals	10-3.107(b)		Refers to GEM – should refer to DSEM
6	Pre-development Environmental Analysis Reviews	10-4.202.7		The citation in this subsection is incorrect – amendment will update.
7	Environmental Management Permit Application Requirements and Conditions	10-4.203(8)		Refers to GEM – should refer to DSEM
8	Expiration and Transfer of Permits	10-4.214(a)(1)		The citation in this subsection is incorrect – amendment will update.
9	Water Quality Treatment Standards	10-4.301(5)(b)(v)		The citation listed is incorrect – amendment will update.
10	Stormwater Management Design Standards	10-4.303(16)b.3.		Lists an inconsistency in the minimum countywide treatment standard adopted two years ago. The amendment will update the measurement from 0.5 inches to 1.125 inches.
11	Special Development Standards for Environmentally Sensitive Zones	10-4.323(b)(1)d.2.		This subsection lists an incorrect cite of a separate subsection – amendment will correct the citation.
12	Topographic Alterations	10-4.327(3)a.4.		This section incorrectly references a previous code numbering system – amendment will update the code reference.
13	General Applicability	10-4.342		The current citation of 10-4.409(c)(2) is incorrect – amendment will update to 10-4.209(c)2.
14	Use of Landscape Area	10-4.357		The current citation of 10-4.347(6)b. is incorrect – amendment will update to 10-4.347(1)b.
15	Redevelopment Allowances	10-4.401(a)(2)		Refers to GEM – should refer to DSEM
16	Variances	10-4.503		Refers to GEM – should refer to DSEM
17	Schedule of Fees, Charges and Expenses	10-6.204		Refers to GEM – should refer to DSEM
18	Planned Unit Developments	10-6.696.2(c)(3)		Refers to GEM – should refer to DSEM
19	Accessory Uses	10-6.803		Refers to GEM – should refer to DSEM
20	Temporary Uses	10-6.804		Refers to GEM – should refer to DSEM
21	Communication Antennas and Communication Antenna Support Structures	10-6.812		Refers to GEM – should refer to DSEM

22	Broadcast Antenna Support Structures	10-6.813 10-6.813(c)5.		Refers to GEM – should refer to DSEM Subsection “x” refers to a “required preapplication” meeting; however, as a result of the implementation of the two-track process and project manager model, the requirement for a preapplication meeting was eliminated. Instead, a presubmittal meeting is encouraged, but not required. The amendment will update this language.
23	Outdoor Paintball Ranges	10-6.814		Refers to GEM – should refer to DSEM
24	Rural Small-Scale Plant Nurseries	10-6.815		Refers to GEM – should refer to DSEM
25	Limited Partitions	10-7.201		Refers to GEM – should refer to DSEM
26	Revised Policy 2.1.9 Family Heir Subdivision Standards	10-7.202		Refers to GEM – should refer to DSEM The process subsection refers to preapplication and technical review meetings. The LDC was previously amended to remove preapplication meetings as mandatory and now identifies technical review meetings as “application review meetings.” The amendment will update this language.
27	Site and Development Plans Proposing Subdivision of Property Requiring Platting	10-7.203(3)		Subsection “a” refers to a “preapplication request.” When the LDC was previously amended to implement the two-track process, the requirement for a preapplication meeting was eliminated. Instead, a presubmittal meeting is encouraged, but not required. The amendment will update this language.
28	Conservation Subdivision	10-7.204(c)(2)		This section refers to a “preapplication meeting.” The LDC was previously amended to remove preapplication meetings as mandatory and now identifies technical review meetings as “application review meetings.” The amendment will update this language.
29	Development Review and Approval System	10-7.402		The referenced chart contains incorrect requirements to provide public notice of approvals of Project Status Determinations (PSD), which are effectively line item reviews for building or environmental permits. The amendment will remove the public notice requirement. This section includes a reference to a “preapplication” meeting, which will be amended to correctly note the meeting as an optional “presubmittal” meeting. The referenced chart incorrectly refers to a Residential Permitted Use Verification (RPV) – should be noted as a Residential Compliance Certificate (RCC).

30	Type A Review	10-7.403		Subsection "(a)" refers to "preapplication." The LDC was previously amended to remove references to preapplication meetings and replace with optional "presubmittal" meetings. The amendment will update this language.
31	Type B Review	10-7.404		Subsection "(a)" refers to "preapplication." The LDC was previously amended to remove references to preapplication meetings and replace with optional "presubmittal" meetings. The amendment will update this language.
32	Type C Review	10-7.405		Subsection "(a)" refers to "preapplication." The LDC was previously amended to remove references to preapplication meetings and replace with optional "presubmittal" meetings. The amendment will update this language.
33	On-going Inspections	10-7.413		Refers to GEM – should refer to DSEM
34	Water and Sewer Charges	10-7.525		Refers to GEM – should refer to DSEM
35	Parking Standards Committee	10-7.524		Refers to GEM – should refer to DSEM
36	Number of Off-Street Parking Spaces	10-7.545(a)		The first row of Schedule 6-2 incorrectly refers to a "WRC" (Woodville Rural Community) – should read "'WC" for Woodville Commercial. During a previous update to Schedule 6-2, the land use column reference of "Churches and other public spaces of assembly" was inadvertently omitted. The amendment will reinstate the land use reference.
37	Submittal	10-7.603.2		Refers to GEM – should refer to DSEM
38	Permit Certification Requirements	10-8.106		Refers to GEM – should refer to DSEM
39	Certification for Certain Construction	10-8.202		During codification, Municipal Code erroneously numbered a portion of the subsections and changed the meaning of the flood letter requirements. The amendment will reinstate the correct numbering system and update the flood letter requirements language.
40	Maximum Number of Off-Site Signs Allowed within the Unincorporated County	10-9.303		Refers to GEM – should refer to DSEM
41	Procedural Requirements to Obtain a New Off-Site Sign	10-9.306		Refers to GEM – should refer to DSEM
42	Street Names	10-11.105		Refers to GEM – should refer to DSEM
43	Administration and Number Assignment	10-11.107		Refers to GEM – should refer to DSEM
44	Authorization for Address Corrections	10-11.108		Refers to GEM – should refer to DSEM

**Leon County
Board of County Commissioners**


Notes for Agenda Item #7

Leon County Board of County Commissioners

Cover Sheet for Agenda #7

May 27, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of a Preliminary Engineering Agreement with CSX Transportation, Inc. for the Design of Pedestrian Crossings at Gearhart and Fred George Roads

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Tony Park, P.E., Director, Public Works and Community Development
Lead Staff/ Project Team:	Kathy Burke, P.E., Director, Engineering Services

Fiscal Impact:

This item has been budgeted and adequate funding is available in the FY14 Capital Improvement budget.

Staff Recommendation:

Option #1: Approve the Preliminary Engineering Agreement with CSX Transportation, Inc. (Attachment #1), and authorize the County Administrator to execute.

Report and Discussion

Background:

As approved by the Board staff is proceeding with the construction of sidewalks on Fred George and Gearhart Roads. In order to construct the sidewalk segments, both roadways require the installation of pedestrian crossings of CSX Transportation tracks. These pedestrian crossings require approval of CSX.

The first step in the approval process is to pay a CSX-selected consultant to conduct the necessary safety studies to determine what signal changes markings, etc. need to be made to install a pedestrian crossing. The Preliminary Engineering Agreement (Attachment #1) is the mechanism to implement this first step.

The design of pedestrian crossings at Gearhart and Fred George Roads is essential to the following FY 2012-FY 2016 Strategic Initiative that the Board approved at the January 21, 2014 meeting:

- Implement strategies that preserve neighborhoods and create connectedness and livability, including "Develop design standards requiring interconnectivity for pedestrians and non-vehicular access." (2012)

This particular Strategic Initiative aligns with the Board's Strategic Priorities (Quality of Life):

- Create senses of place in our rural areas through programs, planning and infrastructure, phasing in appropriate areas to encourage connectedness. (Q5 – 2012)
- Further create connectedness and livability through supporting human scale infrastructure and development, including: enhancing our multimodal districts. (Q7 – (2012)

Analysis:

In order to construct a complete sidewalk system on Gearhart and Fred George Roads, CSX requires preliminary engineering design be conducted by a CSX designated consultant. This requires a formal agreement.

The major components within the Agreement include:

- All costs associated with the feasibility study and design for each pedestrian crossing must be borne by the County.
- The estimate for this preliminary engineering work is \$27,000, which must be paid in full and submitted with the signed agreement for CSX to execute.
- The CSX consultant will charge against this account and any unused funds will be returned to Leon County. Conversely, should the estimate be low, the County would have 30 days to make an additional payment after being notified of said need.
- The Agreement does not authorize construction.

Title: Approval of a Preliminary Engineering Agreement with CSX Transportation, Inc. for the Design of Pedestrian Crossings at Gearhart and Fred George Roads

May 27, 2014

Page 3

If the agreement is not executed, the preliminary engineering for the crossings will not be done and no connection across the CSX tracks will be considered; thereby, leaving a gap in pedestrian connectivity. If the preliminary engineering agreement is approved and accepted and the subsequent design is accepted by CSX, the remaining step would be to execute a construction agreement. This Agreement would be brought back to the Board and would outline the conditions for maintenance and cost.

Options:

1. Approve the Preliminary Engineering Agreement with CSX Transportation, Inc. (Attachment #1), and authorize the County Administrator to execute.
2. Do not approve the Preliminary Engineering Agreement with CSX Transportation, Inc.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. Preliminary Engineering Agreement

Project: Proposed Sidewalk Construction
 Tallahassee, Leon County, FL
 at Fred George Road DOT# 625732R MP SLC 56.16
 and Gearhart Road DOT# 625731J MP SLC 55.36;
 Over CSXT, Jacksonville Division, Bainbridge S/D
 CSX OP No.: _____

PRELIMINARY ENGINEERING AGREEMENT

This Preliminary Engineering Agreement (this “**Agreement**”) is made as of _____, 2014, by and between CSX TRANSPORTATION, INC., a Virginia corporation with its principal place of business in Jacksonville, Florida (“CSXT”), and **Leon County**, Florida, a charter county, and political subdivision of the **State of FL** (“Agency”).

EXPLANATORY STATEMENT

Agency wishes to facilitate the development of the proposed sidewalk construction in Tallahassee, Leon County, FL at Fred George Road at-grade crossing DOT# 625732R, M.P.-SLC 56.16 and Gearhart Road at-grade crossing DOT# 625731J, M.P.-SLC 55.36; Jacksonville Division, Bainbridge Subdivision (the “**Project**”).

1. Agency has requested that CSXT proceed with certain necessary engineering and/or design services for the Project to facilitate the parties’ consideration of the Project.
2. Subject to the approval of CSXT, which approval may be withheld for any reason directly or indirectly related to safety or CSXT operations, property, or facilities, the Project is to be constructed, if at all, at no cost to CSXT, under a separate construction agreement to be executed by the parties at a future date.

NOW, THEREFORE, for and in consideration of the foregoing Explanatory Statement and other good and valuable consideration, the receipt and sufficiency of which are acknowledged by the parties, the parties agree as follows:

1. Scope of Work

- 1.1. Generally. The work to be done by CSXT under this Agreement shall consist of: (i) the preparation or review and approval of preliminary and final engineering and design plans, specifications, drawings, agreements and other documents pertaining to the Project, (ii) the preparation of cost estimates for CSXT’s work in connection with the Project, and (iii) the review of construction cost estimates, site surveys, assessments, studies, agreements and related construction documents submitted to CSXT by Agency for the Project (collectively, the “**Engineering Work**”). Engineering Work may also include office reviews, field reviews, attending hearings and meetings, and preparing correspondence, reports, and other documentation in connection with the Project. Nothing contained in this Agreement shall oblige CSXT to perform work which, in CSXT’s opinion, is not relevant to CSXT’s participation in the Project.
- 1.2. Effect of CSXT Approval or Preparation of Documents. By its review, approval or preparation of plans, specifications, drawings or other documents pursuant to this Agreement (collectively, the “**Plans**”), CSXT signifies only that the Plans and the Project proposed to be constructed in accordance with the Plans satisfy CSXT’s requirements. CSXT expressly disclaims all other representations and warranties in connection with the Plans, including, but not limited to, the integrity, suitability or fitness for the purposes

Project: Proposed Sidewalk Construction
Tallahassee, Leon County, FL
at Fred George Road DOT# 625732R MP SLC 56.16
and Gearhart Road DOT# 625731J MP SLC 55.36;
Over CSXT, Jacksonville Division, Bainbridge S/D
CSX OP No.: _____

of Agency or any other persons of such Plans or the Project constructed in accordance with the Plans.

2. Project Construction. Nothing contained in this Agreement shall be deemed to constitute CSXT's approval of or consent to the construction of the Project, which approval or consent may be withheld for any reason directly or indirectly related to safety or CSXT operations, property, or facilities. The Project if constructed is to be constructed, if at all, under a separate construction agreement to be executed by the parties at a future date.
3. Reimbursement of CSXT Expenses.
 - 3.1. Reimbursable Expenses. Agency shall reimburse CSXT for all costs and expenses incurred by CSXT in connection with the Engineering Work, including, without limitation: (i) all out of pocket expenses, (ii) travel and lodging expenses, (iii) telephone, facsimile, and mailing expenses, (iv) costs for equipment, tools, materials and supplies, (v) sums paid to consultants and subcontractors, and (vi) labor, together with labor overhead percentages established by CSXT pursuant to applicable law (collectively, the "**Reimbursable Expenses**").
 - 3.2. Estimate. CSXT has estimated the total Reimbursable Expenses for the Project to be approximately **\$27,000** (the "**Estimate**" as amended or revised). In the event CSXT anticipates that actual Reimbursable Expenses may exceed such Estimate, it shall provide Agency with the revised Estimate of total Reimbursable Expenses for Agency's approval and confirmation that sufficient funds have been appropriated to cover the total Reimbursable Expenses as reflected in the revised Estimate. CSXT may elect, by delivery of notice to Agency, to immediately cease all further Engineering Work, unless and until Agency provides such approval and confirmation.
 - 3.3. Payment Terms.
 - 3.3.1. Advance Payment in Full. Upon execution and delivery of this Agreement by Agency, Agency will deposit with CSXT a sum equal to the Reimbursable Expenses, as shown by the Estimate. Agency shall pay CSXT for Reimbursable Expenses in the amount set forth in **CSXT Schedule PA** attached hereto, a copy of which shall accompany the advance payment. If CSXT anticipates that it may incur Reimbursable Expenses in excess of the deposited amount, CSXT will request an additional deposit equal to the then remaining Reimbursable Expenses which CSXT estimates that it will incur. CSXT shall request such additional deposit by delivery of invoices to Agency. Agency shall make such additional deposit within thirty (30) days following delivery of such invoice to Agency.
 - 3.3.2. Following completion of all Engineering Work, CSXT shall reconcile the total Reimbursable Expenses incurred by CSXT against the total payments received from Agency and shall submit to Agency a final invoice if required. Agency shall pay to CSXT the amount by which actual Reimbursable Expenses exceed total payments, as shown by the final invoice, within thirty (30) days following delivery

Project: Proposed Sidewalk Construction
Tallahassee, Leon County, FL
at Fred George Road DOT# 625732R MP SLC 56.16
and Gearhart Road DOT# 625731J MP SLC 55.36;
Over CSXT, Jacksonville Division, Bainbridge S/D
CSX OP No.: _____

to Agency of the final invoice. CSXT will provide a refund of any unused deposits if the deposit exceeds the incurred Reimbursable Expenses for the Project.

3.3.3. In the event that Agency fails to pay CSXT any sums due CSXT under this Agreement: (i) Agency shall pay CSXT interest at the lesser of 1.0% per month or the maximum rate of interest permitted by applicable law on the delinquent amount until paid in full; and (ii) CSXT may elect, by delivery of notice to Agency: (A) to immediately cease all further work on the Project, unless and until Agency pays the entire delinquent sum, together with accrued interest; and/or (B) to terminate this Agreement.

3.4. Effect of Termination. Agency's obligation to pay CSXT Reimbursable Expenses in accordance with this Section shall survive termination of this Agreement for any reason.

4. Appropriations. Agency represents to CSXT that: (i) Agency has obtained appropriations sufficient to reimburse CSXT for the Reimbursable Expenses encompassed by the initial Estimate; (ii) Agency shall use its best efforts to obtain appropriations necessary to cover Reimbursable Expenses encompassed by subsequent Estimates approved by Agency; and (iii) Agency shall promptly notify CSXT in the event that Agency is unable to obtain such additional appropriations.

5. Termination.

5.1. By Agency. Agency may terminate this Agreement, for any reason, by delivery of notice to CSXT. Such termination shall become effective upon the expiration of fifteen (15) calendar days following delivery of notice to CSXT or such later date designated by the notice.

5.2. By CSXT. CSXT may terminate this Agreement (i) as provided pursuant to Section 3.3.3., or (ii) upon Agency's breach of any of the terms of, or its obligations under, this Agreement and such breach continues without cure for a period of ninety (90) days after written notification from CSXT to Agency of such breach.

5.3. Consequences of Termination. If the Agreement is terminated by either party pursuant to this Section or any other provision of this Agreement, the parties understand that it may be impractical to immediately stop the Engineering Work. Accordingly, both parties agree that, in such instance a party may continue to perform Engineering Work until it has reached a point where it may reasonably and/or safely suspend the Engineering Work. Agency shall reimburse CSXT pursuant to this Agreement for the Engineering Work performed, plus all costs reasonably incurred by CSXT to discontinue the Engineering Work and all other costs of CSXT incurred as a result of the Project up to the time of full suspension of the Engineering Work. Termination of this Agreement or Engineering Work on the Project, for any reason, shall not diminish or reduce Agency's obligation to pay CSXT for Reimbursable Expenses incurred in accordance with this Agreement. In the event of the termination of this Agreement or the Engineering Work for any reason, CSXT's only remaining obligation to Agency shall be to refund to Agency payments made to CSXT in excess of Reimbursable Expenses in accordance with Section 32.

Project: Proposed Sidewalk Construction
Tallahassee, Leon County, FL
at Fred George Road DOT# 625732R MP SLC 56.16
and Gearhart Road DOT# 625731J MP SLC 55.36;
Over CSXT, Jacksonville Division, Bainbridge S/D
CSX OP No.: _____

6. Subcontracts. CSXT shall be permitted to engage outside consultants, counsel and subcontractors to perform all or any portion of the Engineering Work.
7. Notices. All notices, consents and approvals required or permitted by this Agreement shall be in writing and shall be deemed delivered (i) on the expiration of three (3) days following mailing by first class U.S. mail, (ii) on the next business day following mailing by a nationally recognized overnight carrier, or (iii) on the date of transmission, as evidenced by written confirmation of successful transmission, if by facsimile or other electronic transmission if sent on a business day (or if not sent on a business day, then on the next business day after the date sent), to the parties at the addresses set forth below, or such other addresses as either party may designate by delivery of prior notice to the other party:

If to CSXT: CSX Transportation, Inc.
500 Water Street, J301
Jacksonville, Florida 32202
Attention: Director Project Management – Public Projects

If to Agency: Leon County Department of Public Works
2280 Miccosukee Road
Tallahassee, FL 32308
Attention: Katherine G. Burke, P.E. – Director Engineering Services

8. Entire Agreement: This Agreement embodies the entire understanding of the parties, may not be waived or modified except in a writing signed by authorized representatives of both parties, and supersedes all prior or contemporaneous written or oral understandings, agreements or negotiations regarding its subject matter. In the event of any inconsistency between this Agreement and the Exhibits, the more specific terms of the Exhibits shall be deemed controlling.
9. Waiver. If either party fails to enforce its respective rights under this Agreement, or fails to insist upon the performance of the other party's obligations hereunder, such failure shall not be construed as a permanent waiver of any rights or obligations in this Agreement.
10. Assignment. CSXT may assign this Agreement and all rights and obligations herein to a successor in interest, parent company, affiliate, or future affiliate. Upon assignment of this Agreement by CSXT and the assumption by CSXT's assignee of CSXT's obligations under this Agreement, CSXT shall have no further obligations under this Agreement. Agency shall not assign its rights or obligations under this Agreement without CSXT's prior written consent, which consent may be withheld for any reason.
11. Applicable Law. This Agreement shall be governed by the laws of the **State of Florida**, exclusive of its choice of law rules. The parties further agree that the venue of all legal and equitable proceedings related to disputes under this Agreement shall be situated in Duval County, Florida, and the parties agree to submit to the personal jurisdiction of any State or Federal court situated in Duval County, Florida.

Project: Proposed Sidewalk Construction
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at Fred George Road DOT# 625732R MP SLC 56.16
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Over CSXT, Jacksonville Division, Bainbridge S/D
CSX OP No.: _____

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed in duplicate, each by its duly authorized officers, as of the date of this Agreement.

LEON COUNTY, FLORIDA

By: _____

Vincent S. Long
County Administrator

CSX TRANSPORTATION, INC.

By: _____

Dale W. Ophardt
Assistant Vice President - Engineering

Project: Proposed Sidewalk Construction
Tallahassee, Leon County, FL
at Fred George Road DOT# 625732R MP SLC 56.16
and Gearhart Road DOT# 625731J MP SLC 55.36;
Over CSXT, Jacksonville Division, Bainbridge S/D
CSX OP No.: _____

CSXT Schedule PA

(Advance Payment – Preliminary Engineering Agreement)

PAYMENT SUBMISSION FORM

Payment is hereby provided in accordance with the terms of Section 3.3 of the Agreement dated _____, 20__ , between Agency and CSXT.

A copy of this Payment Submission Form shall accompany all payments delivered by Agency to CSXT which shall be forwarded to the following address:

**CSX Transportation, Inc.
P. O. Box 116651
Atlanta, GA 30368-6651**



Payment due within ten (10) days of Agency’s receipt of fully executed agreement

(All information below to be completed by Agency providing Payment)

<u>Payment Date</u>	<u>Payment Amount</u>	<u>Check No.</u>
_____	_____	_____

Date: _____

By: _____

Name: _____

Title: _____

Phone: _____

Email: _____

**Leon County
Board of County Commissioners**


Notes for Agenda Item #8

Leon County Board of County Commissioners

Cover Sheet for Agenda #8

May 27, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Detailed Work Plan Budget for Florida Department of Agriculture and Consumer Services Arthropod/Mosquito Control State Aid

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Tony Park, P.E., Director, Public Works and Community Development
Lead Staff/ Project Team:	Dale Walker, Director of Operations Glen Pourciau, Stormwater Superintendent

Fiscal Impact:

This item is associated with a State grant in the amount of \$29,457. The grant requires a dollar for dollar match. The County mosquito control program's proposed FY14-15 budget provides adequate funding to meet the match requirement.

Staff Recommendation:

Option # 1: Approve the Detailed Work Plan Budget for Florida Department of Agriculture and Consumer Services Arthropod/Mosquito Control State Aid, and authorize the Chairman to execute (Attachment #1); and, authorize the County Administrator to execute an Agreement with Department of Agriculture and Consumer Services for receiving Arthropod/Mosquito Control State Aid, in a form approved by the County Attorney.

Report and Discussion

Background:

Since the late 1950's, Leon County has received State funds for mosquito control. The anticipated funding is included in the Leon County annual budget each year and supports several mosquito control functions. Board review of State funding occurs during budget workshops and public hearings. Again, this year, the Department of Agriculture and Consumer Services (DACS) has required that the signed Detailed Work Plan Budget be submitted to its office by July 15, 2014, without exception.

The Detailed Work Plan Budget, or \$598,949, is an approximate budget for FY15. The County's final Mosquito Control budget will be adopted by the Board during the public hearings in September and will be reflected in the State Certified Budget.

Analysis:

For Leon County to receive State Mosquito Control funds, there are three steps that must be completed.

1. The County must submit a Detailed Work Plan Budget to DACS by July 15, 2014.
2. Leon County must execute an agreement with DACS for receiving Arthropod/Mosquito Control State Aid; however, DACS has not yet provided the Agreement to the County. It will not tie either party to a funding figure. The Agreement simply says that the County will comply with state rules and regulations governing the funding.
3. The Board is required to adopt a State Certified Budget during the FY 2015 Budget Adoption Public Hearings in September.

Options:

1. Approve the Detailed Work Plan Budget for Florida Department of Agriculture and Consumer Services Arthropod/Mosquito Control State Aid, and authorize the Chairman to execute (Attachment #1); and, authorize the County Administrator to execute an Agreement, with Department of Agriculture and Consumer Services for receiving Arthropod/Mosquito Control State Aid, in a form approved by the County Attorney.
2. Do not approve the Detailed Work Plan Budget for Florida Department of Agriculture and Consumer Services Arthropod/Mosquito Control State Aid.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. Detailed Work Plan Budget for Florida Department of Agriculture and Consumer Services Arthropod/Mosquito Control State Aid



ADAM H. PUTNAM
COMMISSIONER

Florida Department of Agriculture & Consumer Services Division of Agricultural Environmental Services
DETAILED WORK PLAN BUDGET - ARTHROPOD CONTROL

Recommend For Approval: _____	FOR FISCAL YEAR BEGINNING: _____	OCTOBER 1, 2014	Prepared By: Glen Pourciau
DATE: _____	ENDING: _____	SEPTEMBER 30, 2015	DATE: _____ LEON COUNTY, FLORIDA
Approved By: _____	COUNTY or DISTRICT: <u>LEON</u>	AUTHORITY: Chapter 388.341 .F.S.	Approved: _____
Bureau of Entomology and Pest Control			Kristin Dozier, Chairman
DATE: _____			Board of County Commissioners
			DATE: _____

Page ____ of ____		TO BE PAID FROM				PROGRAM ELEMENTS				
Account	TITLE	Period or Quantity	Rate or Unit	Total Cost	Local	State	General	Capital		
10	Personal Services (List all Employees)									
	Regular Salary & Wages.									
	Administrative Assoc. III - 720004			30,531	30,531	-	30,531			
	Mosquito Control Supervisor-722020			42,155	42,155	-	42,155			
	Sr. Mosquito Control Tech-723008			30,361	30,361	-	30,361			
	Mosquito Control Technician-723007			21,736	21,736	-	21,736			
	Mosquito Control Technician-723009			25,729	25,729	-	25,729			
	Consolidated Mosquito Control OPS staff			84,705	84,705	-	84,705			
	Overtime.			1,000	1,000	-	1,000			
	Total			236,217	236,217	-	236,217			
20	Personal Benefits									
	FICA Taxes			18,383	18,383	-	18,383			
	Deferred Compensation			645	645	-	645			
	Retirement			17,713	17,713	-	17,713			
	Life & Health Insurance			45,980	45,980	-	45,980			
	Worker's Compensation			14,615	14,615	-	14,615			
	Total			97,336	97,336		97,336			
30	Operating Expenses									
34	Other Contractual Services.									
34.3	Uniforms			3,276	3,276	-	3,276			
	Aerial Larviciding Contract			11,475	11,475	-	11,475			
	Total			14,751	14,751	-	14,751			
40	Travel and Per Diem									
	FMCA Fall Conference			1,000	1,000	-	1,000			
	FMAC Spring Conference			0	-	-	-			
	Dodd short Courses			4,956	2,406	2,550	4,956			
	Local travel			0	-	-	-			
	Total Travel and Per Diem			5,956	3,406	2,550	5,956			
41	Communicative Services									
	Cell Telephones charges			240	240	-	240			
	Wireless Connection for Laptops			6,888	6,888	-	6,888			
	Phone System Allocation			170	170	-	170			
	Total			7,298	7,298	-	7,298			
42	Freight Services									
	Postage, Freight			2,000	2,000	-	2,000			
	Total			2,000	2,000	-	2,000			



ADAM H. PUTNAM
COMMISSIONER

Florida Department of Agriculture & Consumer Services Division of Agricultural Environmental Services
DETAILED WORK PLAN BUDGET - ARTHROPOD CONTROL

Recommend For Approval: _____ DATE: _____ Approved By: _____ Bureau of Entomology and Pest Control DATE: _____	FOR FISCAL YEAR BEGINNING: OCTOBER 1, 2014 ENDING: SEPTEMBER 30, 2015 COUNTY or DISTRICT: <u>LEON</u> AUTHORITY: Chapter 388.341 .F.S.	Prepared By: Glen Pourciau DATE: _____ LEON COUNTY, FLORIDA Approved: _____ Kristin Dozier, Chairman Board of County Commissioners DATE: _____
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Page ____ of ____		TO BE PAID FROM					PROGRAM ELEMENTS				
Account	TITLE	Period or Quantity	Rate or Unit	Total Cost	Local	State	General	Capital			
43	Utility Services										
	Used Tire Recycling Program			4,800	4,800	-	4,800				
	Total			4,800	4,800	-	4,800				
44	Rentals and Leases										
	Copy Machine Rental			0	-	-	-				
	Total			0	-	-	-				
45	Insurance										
	Vehicle			11,581	11,581	-	11,581				
	Helicopter Hull & Liability Insurance			8,333	8,333	-	8,333				
	Total			19,914	19,914	-	19,914				
46	Repair and Maintenance Services										
	Maintenance of Automotive Equipment			15,140	15,140	-	15,140				
	Maintenance of Other Equipment			3,228	3,228	-	3,228				
	Total			18,368	18,368	-	18,368				
47	Printing and Binding										
	Printing for Educational Material			2,335	1,835	500	2,335				
	Total			2,335	1,835	500	2,335				
48	Promotional Activities										
	Production Cost Television PSA			7,400	4,000	3,400	7,400				
	Total			7,400	4,000	3,400	7,400				
49	Other Current Charges and Obligations										
50	Supplies/Materials										
51	Office Supplies										
	Office Supplies for MC Director & Staff			1,326	1,326	-	1,326				
	Total			1,326	1,326	-	1,326				
52	Operating Supplies										
52.1	Gas / Oil / Lube										
	Gasoline & Diesel			34,045	34,045	-	34,045				
52.2	Chemicals / Additives / Solvents										
	Bti Granules			66,215	54,165	12,050	66,215				
	Vectolex CG			16,992	16,992	-	16,992				
	Anvil			50,116	50,116	-	50,116				
	BVA Oil			0	-	-	-				
	Permanone RTU			9,000	9,000	-	9,000				



ADAM H. PUTNAM
COMMISSIONER

Florida Department of Agriculture & Consumer Services Division of Agricultural Environmental Services
DETAILED WORK PLAN BUDGET - ARTHROPOD CONTROL

Recommend For Approval: _____ DATE: _____ Approved By: _____ Bureau of Entomology and Pest Control DATE: _____	FOR FISCAL YEAR BEGINNING: OCTOBER 1, 2014 ENDING: SEPTEMBER 30, 2015 COUNTY or DISTRICT: <u>LEON</u> AUTHORITY: Chapter 388.341 .F.S.	Prepared By: Glen Pourciau DATE: _____ LEON COUNTY, FLORIDA Approved: _____ Kristin Dozier, Chairman Board of County Commissioners DATE: _____
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Page ____ of ____		TO BE PAID FROM					PROGRAM ELEMENTS				
Account	TITLE	Period or Quantity	Rate or Unit	Total Cost	Local	State	General	Capital			
52.4	Miscellaneous Supplies and Incidentals										
	Safety Supplies			3,600	3,600	-	3,600				
	General Supplies			6,272	6,272	-	6,272				
	Domestic Surveillance Supplies			808	808	-	808				
	Mosquitofish Supplies			4,000	4,000	-	4,000				
	WNV/EEE Surveillance Supplies			8,400	8,400	-	8,400				
	Total Operating Supplies			199,448	187,398	12,050	199,448				
54	Books, Pubs, Subscriptions, Memberships										
	FL Mosquito Control Assoc. for Staff			300	300	-	300				
	American Mosquito Control Assoc.			0	-	-	-				
	Total			300	300	-	300				
60	Capital Outlay			0	-	10,957	-				
71	Principal										
72	Interest										
89	Contingency (Current Year)										
99	Payment of prior year accounts										
Total Budget and Changes				628,406	598,949	29,457	628,406				
0.001	Reserves - Future Capital Outlay			0							
0.002	Reserves - Self-Insurance			0							
0.003	Reserves - Cash Balance to be carried over			0							
0.004	Reseves - Sick and Annual Leave			0							
Total Reserves Ending Balance											
Total Budgetary Expenditures and Balance				628,406	598,949	29,457	628,406				
TOTALS				628,406	598,949	29,457	628,406				

DACS Form 13623 (rev. 5/03)

**Leon County
Board of County Commissioners**

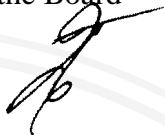
Notes for Agenda Item #9

Leon County Board of County Commissioners

Cover Sheet for Agenda #9

May 27, 2014

To: Honorable Chairman and Members of the Board

From: Herbert W.A. Thiele, County Attorney 

Title: Consideration of Approval of Memorandum of Agreement Between U.S. Marine Forces Special Operations Command (MARSOC) and Leon County, Florida

County Attorney Review and Approval:	Herbert W.A. Thiele, County Attorney
Lead Staff/ Project Team:	Herbert W. A. Thiele, County Attorney

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Approve the Memorandum of Agreement between the U.S. Marine Forces Special Operations Command and Leon County, and authorize the County Administrator to execute same.

Report and Discussion

Background:

On April 29, 2014, the County Attorney's Office was contacted by Capt. Michael D. Scherger (Attachment #1), an attorney with the Judge Advocate General's staff of the U.S. Marine Forces Special Operations Command for purposes of review and consideration of a Memorandum of Agreement (Attachment #2) between the U.S. Marine Corps and Leon County, Florida for a period of three (3) years in order for it to conduct low-visibility training in Leon County that is planned to take place in Florida during May. Said training would last for the next three (3) years unless earlier canceled or terminated.

Low-visibility training is training that occurs without anyone not involved knowing it is taking place and no expected contact with the local population. All of the participants will be in civilian clothes and they will not be carrying or using any firearms, simulated firearms or pyrotechnics.

Analysis:

While the U. S. Marine Corps has entered into these Agreements with various counties through Sheriff's Offices, it was thought that this type of Agreement should more readily come to the Board of County Commissioners for review and approval. After having reviewed the Memorandum of Agreement and the training as outlined within the Memorandum of Agreement and, as described above, the Leon County Attorney's Office does not have any concerns with regard to entering into this Memorandum of Agreement.

Options:

1. Approve the Memorandum of Agreement between the U.S. Marine Forces Special Operations Command and Leon County, and authorize the Chairman to execute same.
2. Do not approve the Memorandum of Agreement between the U.S. Marine Forces Special Operations Command and Leon County.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. E-Mail correspondence from Capt. Michael D. Scherger.
2. Memorandum of Agreement.

HWAT:ea

Heidemarie Smith - FW: RE: MARSOC MOA

From: "Scherger, Michael D Capt USSOCOM MARSOC HQ/SJA" <michael.scherger@socom.mil>
To: "'ThieleH@leoncountyfl.gov'" <ThieleH@leoncountyfl.gov>
Date: 4/29/2014 11:48 AM
Subject: FW: RE: MARSOC MOA
CC: "Patton, Sean B Maj USSOCOM MARSOC HQ/SJA" <Sean.Patton@socom.mil>, "Sch..."
Attachments: Leon MOA.DOC

Mr. Thiele,

I am an attorney with the U.S. Marine Forces Special Operations Command, and Major Griner of the Sheriff's Department gave me your contact information so I could speak with you regarding a Memorandum of Agreement (MOA) our Command would like to sign with your County for some off-base training that is planned to take place in Florida next month (May). The MOA is intended to last for three years unless earlier canceled, but training notification is required to be provided to the Sheriff's Department in advance for all training that is to occur.

Essentially, some very low-visibility training is being scheduled for a few weeks in May, and some of this training is expected to occur in Leon County. The type training is low visibility in that the training will occur without anyone not involved knowing it is taking place, and there is no expected contact with the local population. As the MOA indicates, all the participants will be in civilian clothes and they will not be carrying or using any firearms, simulated firearms, or pyrotechnics.

We originally sought out the Sheriff's Department to sign an agreement regarding the training and the coordination with local law enforcement, but Major Griner informed us the appropriate approval authority would likely be the County Commission leadership. With that, I am contacting you to determine what name(s) I should fill-in to sign the attached documentation and speak with or answer questions as needed regarding the scope of the agreement and training that is to occur.

My number is (910) 440-0130, which I believe one of your assistance should already have from a message I left yesterday. Please call me at your convenience to further discuss this MOA and what else you may need from me to secure approval. I appreciate your assistance with this.

Very Respectfully,

Capt Scherger

Michael D. Scherger
Captain, USMCR
MARSOC OSJA
Email: michael.scherger@socom.mil
Phone: (910) 440-0130

APR 29 PM 1:01

FOR OFFICIAL USE ONLY - PRIVACY SENSITIVE (FOUO). ANY MISUSE OR UNAUTHORIZED ACCESS MAY RESULT IN BOTH CIVIL AND CRIMINAL PENALTIES.

From: Alan Griner [mailto:grinera@leoncountyfl.gov]
Sent: Monday, April 28, 2014 2:34 PM
To: Scherger, Michael D Capt USSOCOM MARSOC HQ/SJA
Cc: gary.bechtold@marsoc.socom.smil.mil
Subject: Fwd: RE: MARSOC MOA

Captain Scherger:

I have attempted to call, but was unable to reach you at the below telephone number. Could you please call me at 850-6060-3456? Thanks.

Alan

4/28/14 @ 2:34 PM

Major Alan Griner
Legal Counsel
Director, Professional Services Division
Leon County Sheriff's Office
P.O. Box 727
Tallahassee, FL 32302
850/922-3456 Telephone
850/922-3337 Fax

>>> "Bechtold, Gary R MAJ USSOCOM MARSOC HQ/G7" <Gary.Bechtold@socom.mil> 4/25/2014 3:18 PM >>>

Mr. Griner, please contact: Captain Michael Scherger at (910) 440-0130 or via email at michael.scherger@socom.mil. He is one of the lawyers here at MARSOC and will be able to assist you with any questions. Kevin Marks (cc'd) our NCIS rep is currently TAD however he can be reached via his email as well. Please let me know if you have any further concerns.

S/F,

Major G. Roy Bechtold
Operations Officer
G-7 Exercise Control Branch
(W) 910.440.0049
(BB) 910.388.8821
nipr: gary.bechtold@socom.mil
sipr: gary.bechtold@marsoc.socom.smil.mil

From: Alan Griner [mailto:grinera@leoncountyfl.gov]
Sent: Friday, April 25, 2014 11:31 AM
To: Bechtold, Gary R MAJ USSOCOM MARSOC HQ/G7

Cc: gary.bechtold@marsoc.socom.smil.mil

Subject: Fwd: MARSOC MOA

Major Bechtold:

My name is Alan Griner and I am Legal Counsel for the Leon County Sheriff's Office in Tallahassee, Florida. Sheriff Larry Campbell forwarded your request that he sign the attached Memorandum of Agreement to me and asked that I review it. I have a few questions with regard to the MOU and its purpose. Could you please give me a call at (850) 606-3456 so that we may discuss it? Thank you and I look forward to speaking with you.

Alan

4/25/14 @ 11:31 AM

From: "Bechtold, Gary R MAJ USSOCOM MARSOC 2D MSOB" <Gary.Bechtold@socom.mil>

Date: April 14, 2014 at 7:51:31 AM EDT

To: "Larry Campbell" <CAMPBELL@leoncountyfl.gov>

Cc: "Kevin A CIV USSOCOM MARSOC HQ/CE Marks" <Kevin.Marks@socom.mil>

Subject: MARSOC MOA

Sir,

Please find attached a memorandum of agreement in support of future Marine Special Operations Command training operations in your county. Please return signed. For questions please contact either myself or Special Agent Kevin Marks cc'd. Thank you for your time and support.

Respectfully,

Major G. Roy Bechtold
Operations Officer
G-7 Exercise Control Branch
(W) 910.440.0049
(BB) 910.388.8821
Nipr: gary.bechtold@socom.mil
Sipr: gary.bechtold@marsoc.socom.smil.mil

Major Alan Griner
Legal Counsel
Director, Professional Services Division
Leon County Sheriff's Office
P.O. Box 727
Tallahassee, FL 32302
850/922-3456 Telephone
850/922-3337 Fax



UNITED STATES MARINE CORPS
U.S. MARINE CORPS FORCES
SPECIAL OPERATIONS COMMAND
PSC BOX 20116
CAMP LEJEUNE, NORTH CAROLINA 28542-0116

IN REPLY REFER TO:
3307
G-7

MEMORANDUM OF AGREEMENT (MOA)
BETWEEN
U.S. MARINE CORPS FORCES, SPECIAL OPERATIONS COMMAND (MARSOC)
AND
THE COUNTY OF LEON, FLORIDA

Subj: MEMORANDUM OF AGREEMENT

1. Purpose. The purpose of this memorandum is to memorialize the approval by the county leadership of the County of Leon, Florida, for MARSOC to conduct training in Leon County, Florida. MARSOC requests that the County of Leon, Florida, grant MARSOC the authority to periodically conduct required training within the county. All such training will be coordinated under the guidelines set forth in this agreement. All personnel involved in these exercises will be consenting military personnel, government civilian workers, or contractors; no private citizens will be part of or involved in the training exercises in any manner.

2. Approval. The County of Leon, Florida, hereby agrees to permit members of MARSOC (to include all military, civilian and contractor support personnel) to conduct military training, to include surveillance training, advanced communications training and other required training necessary to develop special operations skills, within the boundaries of Leon County, Florida. Training and informal meetings will be restricted specifically to commercial/restaurant and public gathering areas of the above stated county and will not involve direct contact with the local populace. Any training to be conducted on private property in the above mentioned county will be coordinated with and approved by the property owners involved. This approval is subject to the following:

a. This MOA becomes effective upon execution by Leon County, Florida and MARSOC and will run for three (3) years from the date of execution of the last signing party unless sooner terminated under the provisions of paragraph 7(b). This MOA

Subj: MEMORANDUM OF AGREEMENT

recognizes that MARSOC intends to conduct training in the County of Leon, Florida, on multiple occasions over that time period. Prior to conducting any training, MARSOC will provide advance written notice to civilian leadership and law enforcement officials. The notice will include current contact information, training personnel points of contact, type of training to be conducted, areas to be utilized during training and dates of intended usage. The information will be provided in order to give the County of Leon, Florida, the maximum possible visibility over training and to provide notice to law enforcement activities of our presence in the area. Every effort will be made by MARSOC to provide written notice at least two weeks in advance of any training in order to allow sufficient time for both parties to mutually resolve any outstanding issues and address any concerns. During the conduct of any training, MARSOC will conduct daily liaison with the designated law enforcement personnel.

b. MARSOC shall not knowingly use any commercial/public gathering areas in any unlawful way.

c. If damage to public property or facilities are incurred as the result of members of MARSOC, claims will be forwarded to the MARSOC Office of the Staff Judge Advocate for review and forwarded to the Camp Lejeune Claims Office. Claims will be processed and adjudicated pursuant to applicable Federal Laws and Regulations. This contact information will be made readily available to the County of Leon, Florida, if needed to make a claim against MARSOC. Currently, the MARSOC SJA office may be reached at (910)440-0925, or at the letterhead address ATTN: MARSOC SJA.

d. Parties to this MOA understand that claims against the government for damage, loss, or injury suffered by any person or entity as a result of MARSOC activities in Leon County, Florida, shall be forwarded to the Office of the Staff Judge Advocate for review and forwarded to the Camp Lejeune Claims Office for processing adjudication pursuant to applicable Federal Laws and Regulations. This contact information will be made readily available to any person seeking to make a claim against MARSOC. Currently, the MARSOC SJA office may be reached at (910)440-0925, or at the letterhead address ATTN: MARSOC SJA.

3. For all training exercises, MARSOC, via the officer conducting the exercise (OIC), will ensure that local law enforcement is informed of all areas, times and dates that will be utilized for training. All activities conducted at these

Subj: MEMORANDUM OF AGREEMENT

venues will be appropriate for the intended training objective. Additionally, MARSOC instructors will embed a liaison element within Leon County, Florida that will notify the requisite elements of Leon County, Florida and the Leon County Sheriff's Office of any activity within each district. MARSOC evaluators and site controllers will either be on site or in the vicinity of training in order to critique training as well as function as an on-site liaison to ensure training is conducted in accordance with this agreement. In the event a situation presents itself involving local law enforcement, an Exercise Participant Card will be provided that includes contact information of the MARSOC leadership responsible for the training and the MARSOC Public Affairs Office. The Leon County Sheriff's Office will intervene and act as they deem necessary to handle and resolve any situation.

4. Unless otherwise agreed upon in writing, MARSOC training activities in the County of Leon, Florida, will be low-impact and low-visibility. MARSOC activities are not likely to attract undue attention nor should the conduct of activities alert any civilians/members of the establishment who are in the immediate area. In the event that a civilian/non-law enforcement official or uniformed member of local law enforcement approach and begin to question any student about their activities, the student will provide an Exercise Participant Card and Military Identification Card. The student will contact their OIC in any situation where civilians or law enforcement personnel intervene in the training. In this instance, all students will comply with instructions from local law enforcement officials and will immediately inform their OIC.

5. Prior to the start of the exercise, MARSOC members will receive classes and be thoroughly briefed on the safety plan and rules of training. No personal vehicles are authorized for use by the Marines conducting this training. Rental and/or government plated vehicles consisting of compact cars, sedans, mini-vans, and sport utility vehicles will be utilized during this training.

6. MARSOC trainees will not carry firearms, simulated firearms, or pyrotechnic devices during the course of training in Leon County, Florida.

7. All MARSOC personnel will be in civilian attire; however, they will be able to produce an Exercise Participant Card and a government identification card at all times. All MARSOC participants and exercise staff will obey all traffic laws and

Subj: MEMORANDUM OF AGREEMENT

posted speed limits. At no time will MARSOC personnel engage in any activity that will put themselves or others in danger, and they will obey all orders from civilian law enforcement agencies. The MARSOC exercise staff will provide Leon County and the Leon County Sheriff's Office with a copy of the role-player identification cards and a vehicle identification packet containing all vehicles participating in the exercise. The training exercise will culminate when all exercise participants have departed the Leon County area. The MARSOC OIC will notify all Leon County representatives upon completion of the exercise. The MARSOC OIC will provide the County of Leon Florida a signed copy of this document and a copy of the notification for each training event for the record.

8. Modification of Termination

a. Modifications to this MOA must be in writing and signed by authorized representatives of the County of Leon, Florida and MARSOC. The representative for MARSOC can be contacted at Headquarters, G-7 ATTN: Operations, Camp Lejeune, NC 28542 or via phone at (910) 440-0244. The representative for the office of Leon County, Florida is the County Administrator and he can be contacted at 301 S. Monroe Street, 5th Floor, Tallahassee, Florida 32301 or via phone at (850) 606-5500, and via email longv@leoncountyfl.gov with a copy via email to thieleh@leoncountyfl.gov.

b. This MOA shall remain in effect for three (3) years from the date of execution of the last signing party. Both the County of Leon, Florida and MARSOC retain the right to terminate this MOA at any time, with ninety (90) days written notice the other party, for any reason.

CHRISTOPHER J. SCHLAFER
Colonel, USMC
Chief of Staff, MARSOC

CHAIRMAN, LEON COUNTY BOARD
OF COUNTY COMMISSIONERS

ATTEST:

APPROVED AS TO FORM:

Bob Inzer,
Clerk of the Court

Herbert W. A. Thiele, Esq.
County Attorney

**Leon County
Board of County Commissioners**


Notes for Agenda Item #10

Leon County Board of County Commissioners

Cover Sheet for Agenda #10

May 27, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of Status Report on Leon County's Partnership with the Council on Culture & Arts Through the Division of Tourism Development and Approval of Having Two Ad Hoc Positions to the Tourist Development Council

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Ken Morris, Director of Economic Development & Business Partnerships
Lead Staff/ Project Team:	Lee Daniel, Director of the Division of Tourism Development

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

- Option #1: Accept the status report on Leon County's Partnership with the Council on Culture & Arts through the Division of Tourism Development.
- Option #2: Approve the recommendation of the Tourist Development Council to have the Executive Director of the Council of Culture & Arts and a representative of the Tallahassee Sports Council as ad hoc positions to the Tourist Development Council.

Report and Discussion

Background:

On February 11, 2014, the Board held a workshop to review the Cultural Plan Review Committee's final report and recommendations and provided guidance on several issues (Attachment #1). Upon acceptance of the final report, the Board encouraged the Council on Culture & Arts (COCA) to establish its own subcommittee to monitor its progress relative to the implementation of the Cultural Plan rather than the County and City establishing a separate committee without any formal authority as recommended in the final report. Further, the Board directed COCA to develop its FY 2015 budget request according to the County's projected budget of \$150,000 for administrative costs and a full penny of bed tax funds (estimated at \$900,000) to include:

- a. The current funding levels for the re-granting process (\$504,500).
- b. The creation of a capital grants program for cultural institutions, with the associated application process and guidelines, allowable under section 125.0104, Florida Statutes.
- c. Additional arts and culture investment opportunities available with Tourist Development Tax funds to enhance visitation.

The Board also directed staff to work with COCA on identifying potential operational efficiencies and cost savings. Subsequently, The County Administrator sent a letter to the Interim Director of COCA regarding the Board's direction at the workshop and appointing Lee Daniel, Director of Tourism Development, to take the lead on working with COCA to identify operational efficiencies and cost savings (Attachment #2).

Another opportunity to enhance coordination between the County and COCA was identified at the May 1, 2014 TDC meeting. In an effort to involve more community partners, the TDC voted unanimously to bring forth a recommendation to the Board to add two ad hoc positions to the TDC. These two recommended positions are the executive director of COCA and a representative from the Tallahassee Sports Council that serves as one of the standing advisory committee members or at-large members.

The addition of two ad hoc positions to the TDC is essential to the following FY2012-FY2016 Strategic Initiative that the Board approved at the January 21, 2014 meeting:

- Evaluate opportunities to maximize utilization of Tourism Development taxes and to enhance effectiveness of County support of cultural activities, including management review of COCA (2012)

This particular Strategic Initiative aligns with the Board's Strategic Priorities, Economy, Quality of Life, and Governance:

- Grow our tourism economy, its economic impact, and the jobs it supports, including: being a regional hub for sports and cultural activities. (EC4 – 2012)
- Enhance and support amenities that provide social offerings for residents and visitors of all ages. (Q4 – rev. 2013)
- Exercise responsible stewardship of County resources, sound financial management, and ensure that the provision of services and community enhancements are done in a fair and equitable manner. (G5 – 2012)

Analysis:

This agenda item provides the Board with a status report on Tourism Development's partnership with COCA and requests the Board's approval of adding two ad hoc positions to the TDC.

Tourism Development and COCA Partnership

Based on the Board's direction to identify operational efficiencies, Tourism staff has been meeting regularly with COCA and the newly designed Tourism website was part of this process. Tourism staff, the Zimmerman Agency, and COCA worked together to develop the programming necessary for integrating the Visit Tallahassee calendar and the MoreThanYouThought.com events calendar. Tourism continues refining the calendar, making both technical and "creative" enhancements that improve both the consumer experience as well as for those entering events through the COCA site. COCA and the arts community already benefit from the integration with the Visit Tallahassee site, especially in having events exposed to a much broader audience. The total cost for the two newly designed websites was \$53,750.

Other initiatives that Tourism Development is assisting COCA with include:

- Expanding arts and culture-related content on the Visit Tallahassee web site;
- Developing arts-related information for the Visitor Guide, expanding the availability of arts and cultural-themed self-guided tours of the area and assuring current information is available in the Visitor Information Center;
- When consumers request arts and cultural information, Tourism shares that database with COCA.
- Tourism requested assistance from COCA in developing a media research tour that will showcase area arts and culture offerings to writers and editors of regional and national magazines.
- Preliminary planning for a sweepstakes promotion focusing on an art/cultural event.
- Including \$20,000 in the FY 2015 budget for benchmarking surveys of first-time attendees at local cultural events whom are visiting from outside the market.

COCA is currently in the process of hiring a new executive director for the organization. Based on discussions with staff, COCA has asked that further conversations regarding the identification of operational efficiencies and cost savings continue under the leadership of the new executive director. Once the new director is named, staff plans to continue to work with COCA over the next several months to identify operational efficiencies and cost savings. In addition, COCA has not yet scheduled community workshops in order to develop a FY 2015 budget request. It is anticipated that these meetings will be scheduled after an executive director is hired.

Tourism Development Council Ad Hoc Positions

Another opportunity to enhance coordination between the County and COCA was identified at the May 1, 2014 TDC meeting. In an effort to involve more community partners, the TDC voted unanimously to bring forth a recommendation to the Board to add two ad hoc positions to the TDC. These two recommended positions are a representative from the Tallahassee Sports Council that serves as one of the standing advisory committee members or at-large members appointed by the Board and the executive director of the Council on Culture & Arts (COCA).

Each May the TDC meets to review the proposed budget and the sales plan for the upcoming fiscal year. During discussions regarding the importance of the County's sports marketing efforts and potentially funding culture and arts with one-penny of Tourist Development Tax, the TDC members unanimously agreed that it would be helpful to have representation from other entities assisting with the local tourism product development and marketing as part of the TDC meeting process. The two organizations immediately identified were the Tallahassee Sports Council and COCA. The Tallahassee Sports Council was identified as new position since this council serves as the primary resource of information on sports tourism-related issues. TDC members unanimously supported a motion to make a recommendation to the Board to add a representative of the Tallahassee Sports Council and the Executive Director of COCA as ad hoc members of the TDC. As ad hoc members, these representatives would be invited to attend and participate in regular and special TDC meetings but would not have an official vote.

The Tallahassee Sports Council serves as an advisory council to the TDC and provides recommendations on sport tourism-related issues. Since the Division of Tourism Development provides staff to the Sports Council, the TDC decided that it would be more appropriate to have a representative of this entity. Conversely, the TDC agreed that staff at the Executive Director level would be more appropriate for COCA. The composition of the TDC is mandated by Florida Statute 125.0104 and is comprised of nine members who are appointed by the Board (Attachment #3). Since these two ad hoc positions do not carry voting privileges, the composition of the council under Florida Statute is not compromised and is permissible.

Staff is seeking Board approval on the recommendation of the TDC to add the Executive Director on the Council of Culture & Arts and a representative of the Tallahassee Sports Council to ad hoc positions to the TDC.

Options:

1. Accept the status report on Leon County's Partnership with the Council on Culture & Arts through the Division of Tourism Development.
2. Approve the recommendation of the Tourist Development Council to have the Executive Director of the Council of Culture & Arts and a representative of the Tallahassee Sports Council as ad hoc positions to the Tourist Development Council.
3. Do not approve the status report on the Council on Culture & Arts and Tourism Development Partnership.
4. Do not approve the recommendation of the Tourist Development Council to have the Executive Director of the Council of Culture & Arts and Tallahassee Sports Council appoint a representative as ad hoc positions to the Tourist Development Council.
5. Board direction.

Recommendation:

Options #1 and #2.

Title: Acceptance of Status Report on Leon County's Partnership with the Council on Culture & Arts Through the Division of Tourism Development and Approval of Having Two Ad Hoc Positions to the Tourist Development Council

May 27, 2014

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Attachments:


1. February 26, 2014 Agenda Item: Ratification of Board Actions Taken at the February 11, 2014 Workshop on the Cultural Plan Review Committee's Final Report and Recommendations
2. February 25, 2014 Letter to Interim Executive Director of COCA
3. Florida Statutes 125.0104

Leon County Board of County Commissioners

Cover Sheet for Agenda #2

February 25, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Ratification of Board Actions Taken at the February 11, 2014 Workshop on the Cultural Plan Review Committee's Final Report and Recommendations

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Ken Morris, Director of Economic Development & Business Partnerships Lee Daniel, Director of Tourism Development

Fiscal Impact:

Today, the County provides \$654,500 annually to the Council on Cultural Arts (COCA), with \$504,500 derived from bed tax revenues, which are earmarked for re-granting to cultural organizations. The remaining \$150,000 is used to support COCA's administrative costs.

Based on the Board's preliminary direction at its workshop on October 29, 2013, and reaffirmed by its actions during the workshop on the Cultural Plan Review Committee's (Committee) Final Report and Recommendations, the Board seeks to dedicate a full one-cent of bed taxes to culture in FY 2015. This would increase the County's investment in the cultural arts by \$400,000 annually, but requires further deliberations with the City of Tallahassee/Community Redevelopment Agency on the future use of the penny currently dedicated to the performing arts center. If successful, the County's projected budget for cultural arts in FY 2015 would be \$1,050,000.

Staff Recommendation:

Option #1: Ratify the Board's actions taken at the February 11, 2014 Workshop on the Cultural Plan Review Committee's Final Report and Recommendations.

Title: Ratification of the Board Actions Taken at the February 11, 2014 Workshop on the Cultural Plan Review Committee's Final Report and Recommendations.

February 25, 2014

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Report and Discussion

Background:

This item seeks to ratify the actions taken by the Board at its February 11, 2014 workshop on the Cultural Plan Review Committee's Final Report and Recommendations.

At the Board's October 29, 2013 workshop to consider future uses for the one-cent bed tax dedicated to the performing arts center, the Board provided preliminary direction to increase its financial support of the arts from bed tax funds by seeking to utilize a full-cent for arts and culture. This would increase the County's investment in culture by nearly \$400,000 annually, as staff projects each penny of the bed tax to generate approximately \$900,000 in FY 2015. However, this increase cannot be effectuated until the Board meets with the City Commission and CRA on the reallocation of bed taxes currently dedicated to the performing arts center.

Funding for the implementation of Cultural Plan is one of four intertwined matters competing for limited resources. Staff presented an agenda item to the Board on January 21, 2014 detailing the overlapping nature associated with the Cultural Plan Update, the Leon County Sales Tax Committee recommendations, the FSU Civic Center District Master Plan and related convention center, and the CRA's role in determining the future use of the one-cent bed tax dedicated to the performing arts center. The item, as approved by the Board, provided a sequence for the Board to address these matters to ensure the Board has the best information upon which to make decisions given some of the overlapping financial and policy implications. Based on the Board's actions on all of these issues, staff will bring back an agenda item reconciling each of the Board's directives for final approval prior to scheduling joint meetings with the Intergovernmental Agency and/or CRA.

Analysis:

During the workshop, the Board received presentations by members of the Committee and County staff on the findings and recommendations identified in the Final Report. The Committee's Final Report provided 45 recommendations over four separate program areas. However, the recommendations were not prioritized in any particular order nor did the Committee assign costs to the recommended initiatives.

The Final Report called for the County and City to establish a separate Citizens' Cultural Plan Advisory Committee to meet bi-annually with the COCA Board to review community progress towards the implementation of the programs and initiatives contained in the revised Plan. However, the Board recommended for COCA to establish and staff its own subcommittee to review the progress of implementing the Cultural Plan. The Board also provided guidance to COCA in anticipation of its FY 2015 budget request, consistent with previous actions from the October 29, 2013 workshop to increase cultural funding by approximately \$400,000 annually, to assume County support in the amount of \$1,050,000.

Title: Ratification of the Board Actions Taken at the February 11, 2014 Workshop on the Cultural Plan Review Committee's Final Report and Recommendations.

February 25, 2014

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Following the two presentations and Board discussion, the Board approved Option #2 as follows:

2. If the Board wishes to proceed, as generally outlined in the Final Report, staff recommends the Board:
 - a. Accept the Cultural Plan Review Committee's Final Report.
 - b. Encourage COCA to establish and staff its own subcommittee to review its progress relative to the Cultural Plan.
 - c. Direct COCA to develop its FY 2015 budget request to the County assuming \$150,000 for administrative costs and \$900,000 in County bed tax funds, in consultation with the Tourist Development Council, to include:
 - i. The current funding levels for the re-granting process (\$504,500).
 - ii. The creation of a capital grants program for cultural institutions, with the associated application process and guidelines, allowable under section 125.0104, Florida Statutes.
 - iii. Additional arts and culture investment opportunities available with Tourist Development Tax funds to enhance visitation.

If the Board's deliberations with the City are successful, the additional \$400,000 investment of County bed tax funds would address one of the key priorities articulated in the Final Report by creating a capital grants program for cultural institutions. In total, the County's projected budget for cultural arts in FY 2015 would be \$1,050,000.

And finally, the Board provided direction for staff to work with COCA in identifying potential operational efficiencies and cost savings in partnership with the County to be brought back to the Board for consideration.

To date, the Board has provided policy guidance on three of the four intertwined matters competing for limited resources. As directed by the Board at its annual retreat and adopted strategic priority, staff will present additional information to the Board on a potential partnership with Florida State University to realize the desired convention center space. Once the Board has reaffirmed its actions on each of these matters, staff will proceed to schedule joint meetings with the Intergovernmental Agency and/or CRA to carry out the Board's direction.

Options:

1. Ratify the Board's actions taken at the February 11, 2014 Workshop on the Cultural Plan Review Committee's Final Report and Recommendations.
2. Do not ratify the Board's actions taken at the February 11, 2014 workshop on the Cultural Plan Review Committee's Final Report and Recommendations.
3. Board Direction.

Recommendation:

Option #1.



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Commissioners

BILL PROCTOR
District 1

JANE G. SAULS
District 2

JOHN DAILEY
District 3

BRYAN DESLOGE
District 4

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District 5

MARY ANN LINDLEY
At-Large

NICK MADDOX
At-Large

VINCENT S. LONG
County Administrator

HERBERT W.A. THIELE
County Attorney

February 25, 2014

Ms. Amanda Thompson, Interim Executive Director
Council on Culture & Arts
816 S. Martin Luther King Jr. Blvd
Tallahassee, FL 32301

Dear Ms. Thompson,

On behalf of the Leon County Board of County Commissioners, I would like to thank you for your dedication and support for arts and culture which play a vital part of making Leon County such an amazing place to live. This letter serves as a summary of the Board's recent actions on cultural matters and outlines some next steps as we begin to transition to the FY 2015 budget process.

On February 11, 2014 the Board held a workshop to review the Cultural Plan Review Committee's final report and recommendations and provided guidance on several issues. Upon acceptance of the final report, the Board encouraged COCA to establish its own subcommittee to monitor its progress relative to the implementation of the Cultural Plan rather than the County and City establishing a separate committee without any formal authority as recommended in the final report. Further, the Board directed COCA to develop its FY 2015 budget request according to the County's projected budget of \$150,000 for administrative costs and a full penny of bed tax funds (estimated at \$900,000) to include:

- a. The current funding levels for the re-granting process (\$504,500).
- b. The creation of a capital grants program for cultural institutions, with the associated application process and guidelines, allowable under section 125.0104, Florida Statutes.
- c. Additional arts and culture investment opportunities available with Tourist Development Tax funds to enhance visitation.

This proposed increase of nearly \$400,000 would represent a 38% increase in County funds available to COCA next year. Please note this allocation of a full penny of bed tax funds for FY 2015 is still dependent on upcoming deliberations with the City/CRA regarding the use of funds currently dedicated to the performing arts center. While a meeting date has not yet been set for this discussion, the County will continue to proceed on this matter as directed by the Board. On this point, I understand that you have been working with Lee Daniel, Director of Tourism Development, on the creation of the capital grants program which will go before the Tourist Development Council on March 6, 2014 and subsequently provided to the Board later in the year.

Amanda Thompson
February 25, 2014
Page 2

And finally, the Board also directed staff at its February 11th workshop to work with COCA on identifying potential operational efficiencies and cost savings between our two organizations. I have asked Lee Daniel to take the lead on this matter on behalf of the County and to provide my office with your joint findings by April 7th, 2014.

Leon County is excited to continue its partnership with COCA and we look forward to the upcoming community workshops on the cultural arts alongside the Cultural Plan Review Committee. Please let me know if you have any questions or concerns on these matters and know that my office is always open to discuss opportunities to better collaborate on future endeavors.

Sincerely,



Vincent S. Long
Leon County Administrator

cc: Kelly Dozier, Chair of the Cultural Plan Review Committee
Alan Rosenzweig, Deputy County Administrator
Ken Morris, Director of Economic Development & Business Partnerships
Lee Daniel, Director of Tourism Development
Scott Ross, Director of Office of Financial Stewardship
Michael Parker, Director of Tallahassee Economic & Community Development

Select Year:

The 2013 Florida Statutes

Title XI	Chapter 125	View Entire
COUNTY ORGANIZATION AND INTERGOVERNMENTAL	COUNTY	Chapter
RELATIONS	GOVERNMENT	

125.0104 Tourist development tax; procedure for levying; authorized uses; referendum; enforcement.—

(1) **SHORT TITLE.**—This section shall be known and may be cited as the “Local Option Tourist Development Act.”

(2) **APPLICATION; DEFINITIONS.**—

(a) **Application.**—The provisions contained in chapter 212 apply to the administration of any tax levied pursuant to this section.

(b) **Definitions.**—For purposes of this section:

1. “Promotion” means marketing or advertising designed to increase tourist-related business activities.

2. “Tourist” means a person who participates in trade or recreation activities outside the county of his or her permanent residence or who rents or leases transient accommodations as described in paragraph (3)(a).

3. “Retained spring training franchise” means a spring training franchise that had a location in this state on or before December 31, 1998, and that has continuously remained at that location for at least the 10 years preceding that date.

(3) **TAXABLE PRIVILEGES; EXEMPTIONS; LEVY; RATE.**—

(a)1. It is declared to be the intent of the Legislature that every person who rents, leases, or lets for consideration any living quarters or accommodations in any hotel, apartment hotel, motel, resort motel, apartment, apartment motel, roominghouse, mobile home park, recreational vehicle park, condominium, or timeshare resort for a term of 6 months or less is exercising a privilege which is subject to taxation under this section, unless such person rents, leases, or lets for consideration any living quarters or accommodations which are exempt according to the provisions of chapter 212.

2.a. Tax shall be due on the consideration paid for occupancy in the county pursuant to a regulated short-term product, as defined in s. [721.05](#), or occupancy in the county pursuant to a product that would be deemed a regulated short-term product if the agreement to purchase the short-term right were executed in this state. Such tax shall be collected on the last day of occupancy within the county unless such consideration is applied to the purchase of a timeshare estate. The occupancy of an accommodation of a timeshare resort pursuant to a timeshare plan, a multisite timeshare plan, or an exchange transaction in an exchange program, as defined in s. [721.05](#), by the owner of a timeshare interest or such owner’s guest, which guest is not paying monetary consideration to the owner or to a third party for the benefit of the owner, is not a privilege subject to taxation under this section. A membership or transaction fee paid by a timeshare owner that does not provide the timeshare owner with the right to occupy any specific timeshare unit but merely provides the timeshare owner with the

opportunity to exchange a timeshare interest through an exchange program is a service charge and not subject to taxation under this section.

b. Consideration paid for the purchase of a timeshare license in a timeshare plan, as defined in s. 721.05, is rent subject to taxation under this section.

(b) Subject to the provisions of this section, any county in this state may levy and impose a tourist development tax on the exercise within its boundaries of the taxable privilege described in paragraph (a), except that there shall be no additional levy under this section in any cities or towns presently imposing a municipal resort tax as authorized under chapter 67-930, Laws of Florida, and this section shall not in any way affect the powers and existence of any tourist development authority created pursuant to chapter 67-930, Laws of Florida. No county authorized to levy a convention development tax pursuant to s. 212.0305, or to s. 8 of chapter 84-324, Laws of Florida, shall be allowed to levy more than the 2-percent tax authorized by this section. A county may elect to levy and impose the tourist development tax in a subcounty special district of the county. However, if a county so elects to levy and impose the tax on a subcounty special district basis, the district shall embrace all or a significant contiguous portion of the county, and the county shall assist the Department of Revenue in identifying the rental units subject to tax in the district.

(c) The tourist development tax shall be levied, imposed, and set by the governing board of the county at a rate of 1 percent or 2 percent of each dollar and major fraction of each dollar of the total consideration charged for such lease or rental. When receipt of consideration is by way of property other than money, the tax shall be levied and imposed on the fair market value of such nonmonetary consideration.

(d) In addition to any 1-percent or 2-percent tax imposed under paragraph (c), the governing board of the county may levy, impose, and set an additional 1 percent of each dollar above the tax rate set under paragraph (c) by the extraordinary vote of the governing board for the purposes set forth in subsection (5) or by referendum approval by the registered electors within the county or subcounty special district. No county shall levy, impose, and set the tax authorized under this paragraph unless the county has imposed the 1-percent or 2-percent tax authorized under paragraph (c) for a minimum of 3 years prior to the effective date of the levy and imposition of the tax authorized by this paragraph. Revenues raised by the additional tax authorized under this paragraph shall not be used for debt service on or refinancing of existing facilities as specified in subparagraph (5)(a)1. unless approved by a resolution adopted by an extraordinary majority of the total membership of the governing board of the county. If the 1-percent or 2-percent tax authorized in paragraph (c) is levied within a subcounty special taxing district, the additional tax authorized in this paragraph shall only be levied therein. The provisions of paragraphs (4)(a)-(d) shall not apply to the adoption of the additional tax authorized in this paragraph. The effective date of the levy and imposition of the tax authorized under this paragraph shall be the first day of the second month following approval of the ordinance by the governing board or the first day of any subsequent month as may be specified in the ordinance. A certified copy of such ordinance shall be furnished by the county to the Department of Revenue within 10 days after approval of such ordinance.

(e) The tourist development tax shall be in addition to any other tax imposed pursuant to chapter 212 and in addition to all other taxes and fees and the consideration for the rental or lease.

(f) The tourist development tax shall be charged by the person receiving the consideration for the lease or rental, and it shall be collected from the lessee, tenant, or customer at the time of payment of the consideration for such lease or rental.

(g) The person receiving the consideration for such rental or lease shall receive, account for, and remit the tax to the Department of Revenue at the time and in the manner provided for persons who collect and remit taxes under s. 212.03. The same duties and privileges imposed by chapter 212 upon dealers in tangible property, respecting the collection and remission of tax; the making of returns; the keeping of books, records, and accounts; and compliance with the rules of the Department of Revenue in the administration of that chapter shall apply to and be binding upon all persons who are subject to the provisions of this section. However, the Department of Revenue may authorize a quarterly return and payment when the tax remitted by the dealer for the preceding quarter did not exceed \$25.

(h) The Department of Revenue shall keep records showing the amount of taxes collected, which records shall also include records disclosing the amount of taxes collected for and from each county in which the tax authorized by this section is applicable. These records shall be open for inspection during the regular office hours of the Department of Revenue, subject to the provisions of s. 213.053.

(i) Collections received by the Department of Revenue from the tax, less costs of administration of this section, shall be paid and returned monthly to the county which imposed the tax, for use by the county in accordance with the provisions of this section. They shall be placed in the county tourist development trust fund of the respective county, which shall be established by each county as a condition precedent to receipt of such funds.

(j) The Department of Revenue is authorized to employ persons and incur other expenses for which funds are appropriated by the Legislature.

(k) The Department of Revenue shall promulgate such rules and shall prescribe and publish such forms as may be necessary to effectuate the purposes of this section.

(l) In addition to any other tax which is imposed pursuant to this section, a county may impose up to an additional 1-percent tax on the exercise of the privilege described in paragraph (a) by majority vote of the governing board of the county in order to:

1. Pay the debt service on bonds issued to finance the construction, reconstruction, or renovation of a professional sports franchise facility, or the acquisition, construction, reconstruction, or renovation of a retained spring training franchise facility, either publicly owned and operated, or publicly owned and operated by the owner of a professional sports franchise or other lessee with sufficient expertise or financial capability to operate such facility, and to pay the planning and design costs incurred prior to the issuance of such bonds.

2. Pay the debt service on bonds issued to finance the construction, reconstruction, or renovation of a convention center, and to pay the planning and design costs incurred prior to the issuance of such bonds.

3. Pay the operation and maintenance costs of a convention center for a period of up to 10 years. Only counties that have elected to levy the tax for the purposes authorized in subparagraph 2. may use the tax for the purposes enumerated in this subparagraph. Any county that elects to levy the tax for the purposes authorized in subparagraph 2. after July 1, 2000, may use the proceeds of the tax to pay the operation and maintenance costs of a convention center for the life of the bonds.

4. Promote and advertise tourism in the State of Florida and nationally and internationally; however, if tax revenues are expended for an activity, service, venue, or event, the activity, service, venue, or event shall have as one of its main purposes the attraction of tourists as evidenced by the promotion of the activity, service, venue, or event to tourists.

The provision of paragraph (b) which prohibits any county authorized to levy a convention development tax pursuant to s. 212.0305 from levying more than the 2-percent tax authorized by this section, and the

provisions of paragraphs (4)(a)-(d), shall not apply to the additional tax authorized in this paragraph. The effective date of the levy and imposition of the tax authorized under this paragraph shall be the first day of the second month following approval of the ordinance by the governing board or the first day of any subsequent month as may be specified in the ordinance. A certified copy of such ordinance shall be furnished by the county to the Department of Revenue within 10 days after approval of such ordinance.

(m)1. In addition to any other tax which is imposed pursuant to this section, a high tourism impact county may impose an additional 1-percent tax on the exercise of the privilege described in paragraph (a) by extraordinary vote of the governing board of the county. The tax revenues received pursuant to this paragraph shall be used for one or more of the authorized uses pursuant to subsection (5).

2. A county is considered to be a high tourism impact county after the Department of Revenue has certified to such county that the sales subject to the tax levied pursuant to this section exceeded \$600 million during the previous calendar year, or were at least 18 percent of the county's total taxable sales under chapter 212 where the sales subject to the tax levied pursuant to this section were a minimum of \$200 million, except that no county authorized to levy a convention development tax pursuant to s. 212.0305 shall be considered a high tourism impact county. Once a county qualifies as a high tourism impact county, it shall retain this designation for the period the tax is levied pursuant to this paragraph.

3. The provisions of paragraphs (4)(a)-(d) shall not apply to the adoption of the additional tax authorized in this paragraph. The effective date of the levy and imposition of the tax authorized under this paragraph shall be the first day of the second month following approval of the ordinance by the governing board or the first day of any subsequent month as may be specified in the ordinance. A certified copy of such ordinance shall be furnished by the county to the Department of Revenue within 10 days after approval of such ordinance.

(n) In addition to any other tax that is imposed under this section, a county that has imposed the tax under paragraph (l) may impose an additional tax that is no greater than 1 percent on the exercise of the privilege described in paragraph (a) by a majority plus one vote of the membership of the board of county commissioners in order to:

1. Pay the debt service on bonds issued to finance:

a. The construction, reconstruction, or renovation of a facility either publicly owned and operated, or publicly owned and operated by the owner of a professional sports franchise or other lessee with sufficient expertise or financial capability to operate such facility, and to pay the planning and design costs incurred prior to the issuance of such bonds for a new professional sports franchise as defined in s. 288.1162.

b. The acquisition, construction, reconstruction, or renovation of a facility either publicly owned and operated, or publicly owned and operated by the owner of a professional sports franchise or other lessee with sufficient expertise or financial capability to operate such facility, and to pay the planning and design costs incurred prior to the issuance of such bonds for a retained spring training franchise.

2. Promote and advertise tourism in the State of Florida and nationally and internationally; however, if tax revenues are expended for an activity, service, venue, or event, the activity, service, venue, or event shall have as one of its main purposes the attraction of tourists as evidenced by the promotion of the activity, service, venue, or event to tourists.

A county that imposes the tax authorized in this paragraph may not expend any ad valorem tax revenues for the acquisition, construction, reconstruction, or renovation of a facility for which tax revenues are used pursuant to subparagraph 1. The provision of paragraph (b) which prohibits any county authorized

to levy a convention development tax pursuant to s. 212.0305 from levying more than the 2-percent tax authorized by this section shall not apply to the additional tax authorized by this paragraph in counties which levy convention development taxes pursuant to s. 212.0305(4)(a). Subsection (4) does not apply to the adoption of the additional tax authorized in this paragraph. The effective date of the levy and imposition of the tax authorized under this paragraph is the first day of the second month following approval of the ordinance by the board of county commissioners or the first day of any subsequent month specified in the ordinance. A certified copy of such ordinance shall be furnished by the county to the Department of Revenue within 10 days after approval of the ordinance.

(4) ORDINANCE LEVY TAX; PROCEDURE.—

(a) The tourist development tax shall be levied and imposed pursuant to an ordinance containing the county tourist development plan prescribed under paragraph (c), enacted by the governing board of the county. The ordinance levying and imposing the tourist development tax shall not be effective unless the electors of the county or the electors in the subcounty special district in which the tax is to be levied approve the ordinance authorizing the levy and imposition of the tax, in accordance with subsection (6). The effective date of the levy and imposition of the tax shall be the first day of the second month following approval of the ordinance by referendum, as prescribed in subsection (6), or the first day of any subsequent month as may be specified in the ordinance. A certified copy of the ordinance shall be furnished by the county to the Department of Revenue within 10 days after approval of such ordinance. The governing authority of any county levying such tax shall notify the department, within 10 days after approval of the ordinance by referendum, of the time period during which the tax will be levied.

(b) At least 60 days prior to the enactment of the ordinance levying the tax, the governing board of the county shall adopt a resolution establishing and appointing the members of the county tourist development council, as prescribed in paragraph (e), and indicating the intention of the county to consider the enactment of an ordinance levying and imposing the tourist development tax.

(c) Prior to enactment of the ordinance levying and imposing the tax, the county tourist development council shall prepare and submit to the governing board of the county for its approval a plan for tourist development. The plan shall set forth the anticipated net tourist development tax revenue to be derived by the county for the 24 months following the levy of the tax; the tax district in which the tourist development tax is proposed; and a list, in the order of priority, of the proposed uses of the tax revenue by specific project or special use as the same are authorized under subsection (5). The plan shall include the approximate cost or expense allocation for each specific project or special use.

(d) The governing board of the county shall adopt the county plan for tourist development as part of the ordinance levying the tax. After enactment of the ordinance levying and imposing the tax, the plan of tourist development may not be substantially amended except by ordinance enacted by an affirmative vote of a majority plus one additional member of the governing board.

(e) The governing board of each county which levies and imposes a tourist development tax under this section shall appoint an advisory council to be known as the “(name of county) Tourist Development Council.” The council shall be established by ordinance and composed of nine members who shall be appointed by the governing board. The chair of the governing board of the county or any other member of the governing board as designated by the chair shall serve on the council. Two members of the council shall be elected municipal officials, at least one of whom shall be from the most populous municipality in the county or subcounty special taxing district in which the tax is levied. Six members of the council shall be persons who are involved in the tourist industry and who have demonstrated an

interest in tourist development, of which members, not less than three nor more than four shall be owners or operators of motels, hotels, recreational vehicle parks, or other tourist accommodations in the county and subject to the tax. All members of the council shall be electors of the county. The governing board of the county shall have the option of designating the chair of the council or allowing the council to elect a chair. The chair shall be appointed or elected annually and may be reelected or reappointed. The members of the council shall serve for staggered terms of 4 years. The terms of office of the original members shall be prescribed in the resolution required under paragraph (b). The council shall meet at least once each quarter and, from time to time, shall make recommendations to the county governing board for the effective operation of the special projects or for uses of the tourist development tax revenue and perform such other duties as may be prescribed by county ordinance or resolution. The council shall continuously review expenditures of revenues from the tourist development trust fund and shall receive, at least quarterly, expenditure reports from the county governing board or its designee. Expenditures which the council believes to be unauthorized shall be reported to the county governing board and the Department of Revenue. The governing board and the department shall review the findings of the council and take appropriate administrative or judicial action to ensure compliance with this section. The changes in the composition of the membership of the tourist development council mandated by chapter 86-4, Laws of Florida, and this act shall not cause the interruption of the current term of any person who is a member of a council on October 1, 1996.

(5) AUTHORIZED USES OF REVENUE.—

(a) All tax revenues received pursuant to this section by a county imposing the tourist development tax shall be used by that county for the following purposes only:

1. To acquire, construct, extend, enlarge, remodel, repair, improve, maintain, operate, or promote one or more:

a. Publicly owned and operated convention centers, sports stadiums, sports arenas, coliseums, or auditoriums within the boundaries of the county or subcounty special taxing district in which the tax is levied; or

b. Aquariums or museums that are publicly owned and operated or owned and operated by not-for-profit organizations and open to the public, within the boundaries of the county or subcounty special taxing district in which the tax is levied;

2. To promote zoological parks that are publicly owned and operated or owned and operated by not-for-profit organizations and open to the public;

3. To promote and advertise tourism in this state and nationally and internationally; however, if tax revenues are expended for an activity, service, venue, or event, the activity, service, venue, or event must have as one of its main purposes the attraction of tourists as evidenced by the promotion of the activity, service, venue, or event to tourists;

4. To fund convention bureaus, tourist bureaus, tourist information centers, and news bureaus as county agencies or by contract with the chambers of commerce or similar associations in the county, which may include any indirect administrative costs for services performed by the county on behalf of the promotion agency; or

5. To finance beach park facilities or beach improvement, maintenance, renourishment, restoration, and erosion control, including shoreline protection, enhancement, cleanup, or restoration of inland lakes and rivers to which there is public access as those uses relate to the physical preservation of the beach, shoreline, or inland lake or river. However, any funds identified by a county as the local matching source for beach renourishment, restoration, or erosion control projects included in the long-range budget plan of the state's Beach Management Plan, pursuant to s. [161.091](#), or funds contractually

obligated by a county in the financial plan for a federally authorized shore protection project may not be used or loaned for any other purpose. In counties of fewer than 100,000 population, up to 10 percent of the revenues from the tourist development tax may be used for beach park facilities.

Subparagraphs 1. and 2. may be implemented through service contracts and leases with lessees that have sufficient expertise or financial capability to operate such facilities.

(b) Tax revenues received pursuant to this section by a county of less than 750,000 population imposing a tourist development tax may only be used by that county for the following purposes in addition to those purposes allowed pursuant to paragraph (a): to acquire, construct, extend, enlarge, remodel, repair, improve, maintain, operate, or promote one or more zoological parks, fishing piers or nature centers which are publicly owned and operated or owned and operated by not-for-profit organizations and open to the public. All population figures relating to this subsection shall be based on the most recent population estimates prepared pursuant to the provisions of s. 186.901. These population estimates shall be those in effect on July 1 of each year.

(c) The revenues to be derived from the tourist development tax may be pledged to secure and liquidate revenue bonds issued by the county for the purposes set forth in subparagraphs (a)1., 2., and 5. or for the purpose of refunding bonds previously issued for such purposes, or both; however, no more than 50 percent of the revenues from the tourist development tax may be pledged to secure and liquidate revenue bonds or revenue refunding bonds issued for the purposes set forth in subparagraph (a) 5. Such revenue bonds and revenue refunding bonds may be authorized and issued in such principal amounts, with such interest rates and maturity dates, and subject to such other terms, conditions, and covenants as the governing board of the county shall provide. The Legislature intends that this paragraph be full and complete authority for accomplishing such purposes, but such authority is supplemental and additional to, and not in derogation of, any powers now existing or later conferred under law.

(d) Any use of the local option tourist development tax revenues collected pursuant to this section for a purpose not expressly authorized by paragraph (3)(l) or paragraph (3)(n) or paragraph (a), paragraph (b), or paragraph (c) of this subsection is expressly prohibited.

(6) REFERENDUM.—

(a) No ordinance enacted by any county levying the tax authorized by paragraphs (3)(b) and (c) shall take effect until the ordinance levying and imposing the tax has been approved in a referendum election by a majority of the electors voting in such election in the county or by a majority of the electors voting in the subcounty special tax district affected by the tax.

(b) The governing board of the county levying the tax shall arrange to place a question on the ballot at the next regular or special election to be held within the county, substantially as follows:

FOR the Tourist Development Tax

AGAINST the Tourist Development Tax.

(c) If a majority of the electors voting on the question approve the levy, the ordinance shall be deemed to be in effect.

(d) In any case where a referendum levying and imposing the tax has been approved pursuant to this section and 15 percent of the electors in the county or 15 percent of the electors in the subcounty special district in which the tax is levied file a petition with the board of county commissioners for a referendum to repeal the tax, the board of county commissioners shall cause an election to be held for the repeal of the tax which election shall be subject only to the outstanding bonds for which the tax has been pledged. However, the repeal of the tax shall not be effective with respect to any portion of taxes

initially levied in November 1989, which has been pledged or is being used to support bonds under paragraph (3)(d) or paragraph (3)(l) until the retirement of those bonds.

(7) **AUTOMATIC EXPIRATION ON RETIREMENT OF BONDS.**—Notwithstanding any other provision of this section, if the plan for tourist development approved by the governing board of the county, as amended pursuant to paragraph (4)(d), includes the acquisition, construction, extension, enlargement, remodeling, repair, or improvement of a publicly owned and operated convention center, sports stadium, sports arena, coliseum, or auditorium, or museum or aquarium that is publicly owned and operated or owned and operated by a not-for-profit organization, the county ordinance levying and imposing the tax automatically expires upon the later of:

(a) The retirement of all bonds issued by the county for financing the acquisition, construction, extension, enlargement, remodeling, repair, or improvement of a publicly owned and operated convention center, sports stadium, sports arena, coliseum, or auditorium, or museum or aquarium that is publicly owned and operated or owned and operated by a not-for-profit organization; or

(b) The expiration of any agreement by the county for the operation or maintenance, or both, of a publicly owned and operated convention center, sports stadium, sports arena, coliseum, auditorium, aquarium, or museum. However, this does not preclude that county from amending the ordinance extending the tax to the extent that the board of the county determines to be necessary to provide funds to operate, maintain, repair, or renew and replace a publicly owned and operated convention center, sports stadium, sports arena, coliseum, auditorium, aquarium, or museum or from enacting an ordinance that takes effect without referendum approval, unless the original referendum required ordinance expiration, pursuant to the provisions of this section reimposing a tourist development tax, upon or following the expiration of the previous ordinance.

(8) **PROHIBITED ACTS; ENFORCEMENT; PENALTIES.**—

(a) Any person who is taxable hereunder who fails or refuses to charge and collect from the person paying any rental or lease the taxes herein provided, either by himself or herself or through agents or employees, is, in addition to being personally liable for the payment of the tax, guilty of a misdemeanor of the first degree, punishable as provided in s. [775.082](#) or s. [775.083](#).

(b) No person shall advertise or hold out to the public in any manner, directly or indirectly, that he or she will absorb all or any part of the tax, that he or she will relieve the person paying the rental of the payment of all or any part of the tax, or that the tax will not be added to the rental or lease consideration or, when added, that it or any part thereof will be refunded or refused, either directly or indirectly, by any method whatsoever. Any person who willfully violates any provision of this subsection is guilty of a misdemeanor of the first degree, punishable as provided in s. [775.082](#) or s. [775.083](#).

(c) The tax authorized to be levied by this section shall constitute a lien on the property of the lessee, customer, or tenant in the same manner as, and shall be collectible as are, liens authorized and imposed in ss. [713.67](#), [713.68](#), and [713.69](#).

(9) **COUNTY TOURISM PROMOTION AGENCIES.**—In addition to any other powers and duties provided for agencies created for the purpose of tourism promotion by a county levying the tourist development tax, such agencies are authorized and empowered to:

(a) Provide, arrange, and make expenditures for transportation, lodging, meals, and other reasonable and necessary items and services for such persons, as determined by the head of the agency, in connection with the performance of promotional and other duties of the agency. However, entertainment expenses shall be authorized only when meeting with travel writers, tour brokers, or other persons connected with the tourist industry. All travel and entertainment-related expenditures in excess of \$10 made pursuant to this subsection shall be substantiated by paid bills therefor. Complete

and detailed justification for all travel and entertainment-related expenditures made pursuant to this subsection shall be shown on the travel expense voucher or attached thereto. Transportation and other incidental expenses, other than those provided in s. 112.061, shall only be authorized for officers and employees of the agency, other authorized persons, travel writers, tour brokers, or other persons connected with the tourist industry when traveling pursuant to paragraph (c). All other transportation and incidental expenses pursuant to this subsection shall be as provided in s. 112.061. Operational or promotional advancements, as defined in s. 288.35(4), obtained pursuant to this subsection, shall not be commingled with any other funds.

(b) Pay by advancement or reimbursement, or a combination thereof, the costs of per diem and incidental expenses of officers and employees of the agency and other authorized persons, for foreign travel at the current rates as specified in the federal publication “Standardized Regulations (Government Civilians, Foreign Areas).” The provisions of this paragraph shall apply for any officer or employee of the agency traveling in foreign countries for the purposes of promoting tourism and travel to the county, if such travel expenses are approved and certified by the agency head from whose funds the traveler is paid. As used in this paragraph, the term “authorized person” shall have the same meaning as provided in s. 112.061(2)(e). With the exception of provisions concerning rates of payment for per diem, the provisions of s. 112.061 are applicable to the travel described in this paragraph. As used in this paragraph, “foreign travel” means all travel outside the United States. Persons traveling in foreign countries pursuant to this subsection shall not be entitled to reimbursements or advancements pursuant to s. 112.061(6)(a)2.

(c) Pay by advancement or reimbursement, or by a combination thereof, the actual reasonable and necessary costs of travel, meals, lodging, and incidental expenses of officers and employees of the agency and other authorized persons when meeting with travel writers, tour brokers, or other persons connected with the tourist industry, and while attending or traveling in connection with travel or trade shows. With the exception of provisions concerning rates of payment, the provisions of s. 112.061 are applicable to the travel described in this paragraph.

(d) Undertake marketing research and advertising research studies and provide reservations services and convention and meetings booking services consistent with the authorized uses of revenue as set forth in subsection (5).

1. Information given to a county tourism promotion agency which, if released, would reveal the identity of persons or entities who provide data or other information as a response to a sales promotion effort, an advertisement, or a research project or whose names, addresses, meeting or convention plan information or accommodations or other visitation needs become booking or reservation list data, is exempt from s. 119.07(1) and from s. 24(a), Art. I of the State Constitution.

2. The following information, when held by a county tourism promotion agency, is exempt from s. 119.07(1) and from s. 24(a), Art. I of the State Constitution:

- a. A trade secret, as defined in s. 812.081.
- b. Booking business records, as defined in s. 255.047.
- c. Trade secrets and commercial or financial information gathered from a person and privileged or confidential, as defined and interpreted under 5 U.S.C. s. 552(b)(4), or any amendments thereto.

(e) Represent themselves to the public as convention and visitors bureaus, visitors bureaus, tourist development councils, vacation bureaus, or county tourism promotion agencies operating under any other name or names specifically designated by ordinance.

(10) LOCAL ADMINISTRATION OF TAX.—

(a) A county levying a tax under this section or s. 125.0108 may be exempted from the requirements of the respective section that:

1. The tax collected be remitted to the Department of Revenue before being returned to the county; and
2. The tax be administered according to chapter 212,

if the county adopts an ordinance providing for the local collection and administration of the tax.

(b) The ordinance shall include provision for, but need not be limited to:

1. Initial collection of the tax to be made in the same manner as the tax imposed under chapter 212.

2. Designation of the local official to whom the tax shall be remitted, and that official's powers and duties with respect thereto. Tax revenues may be used only in accordance with the provisions of this section.

3. Requirements respecting the keeping of appropriate books, records, and accounts by those responsible for collecting and administering the tax.

4. Provision for payment of a dealer's credit as required under chapter 212.

5. A portion of the tax collected may be retained by the county for costs of administration, but such portion shall not exceed 3 percent of collections.

(c) A county adopting an ordinance providing for the collection and administration of the tax on a local basis shall also adopt an ordinance electing either to assume all responsibility for auditing the records and accounts of dealers, and assessing, collecting, and enforcing payments of delinquent taxes, or to delegate such authority to the Department of Revenue. If the county elects to assume such responsibility, it shall be bound by all rules promulgated by the Department of Revenue pursuant to paragraph (3)(k), as well as those rules pertaining to the sales and use tax on transient rentals imposed by s. 212.03. The county may use any power granted in this section to the department to determine the amount of tax, penalties, and interest to be paid by each dealer and to enforce payment of such tax, penalties, and interest. The county may use a certified public accountant licensed in this state in the administration of its statutory duties and responsibilities. Such certified public accountants are bound by the same confidentiality requirements and subject to the same penalties as the county under s. 213.053. If the county delegates such authority to the department, the department shall distribute any collections so received, less costs of administration, to the county. The amount deducted for costs of administration by the department shall be used only for those costs which are solely and directly attributable to auditing, assessing, collecting, processing, and enforcing payments of delinquent taxes authorized in this section. If a county elects to delegate such authority to the department, the department shall audit only those businesses in the county that it audits pursuant to chapter 212.

(11) INTEREST PAID ON DISTRIBUTIONS.—

(a) Interest shall be paid on undistributed taxes collected and remitted to the Department of Revenue under this section. Such interest shall be included along with the tax proceeds distributed to the counties and shall be paid from moneys transferred from the General Revenue Fund. The department shall calculate the interest for net tax distributions using the average daily rate that was earned by the State Treasury for the preceding calendar quarter and paid to the General Revenue Fund. This rate shall be certified by the Chief Financial Officer to the department by the 20th day following the close of each quarter.

(b) The interest applicable to taxes collected under this section shall be calculated by multiplying the tax amounts to be distributed times the daily rate times the number of days after the third working

day following the date the tax is due and payable pursuant to s. [212.11](#) until the date the department issues a voucher to request the Chief Financial Officer to issue the payment warrant. The warrant shall be issued within 7 days after the request.

(c) If an overdistribution of taxes is made by the department, interest shall be paid on the overpaid amount beginning on the date the warrant including the overpayment was issued until the third working day following the due date of the payment period from which the overpayment is being deducted. The interest on an overpayment shall be calculated using the average daily rate from the applicable calendar quarter and shall be deducted from moneys distributed to the county under this section.

History.—ss. 1, 2, 3, 4, 5, 6, 7, 8, ch. 77-209; s. 3, ch. 79-359; s. 72, ch. 79-400; s. 4, ch. 80-209; s. 2, ch. 80-222; s. 5, ch. 83-297; s. 1, ch. 83-321; s. 40, ch. 85-55; s. 1, ch. 86-4; s. 76, ch. 86-163; s. 61, ch. 87-6; s. 1, ch. 87-99; s. 35, ch. 87-101; s. 1, ch. 87-175; s. 5, ch. 87-280; s. 4, ch. 88-226; s. 6, ch. 88-243; s. 2, ch. 89-217; ss. 31, 66, ch. 89-356; s. 2, ch. 89-362; s. 1, ch. 90-107; s. 1, ch. 90-349; s. 81, ch. 91-45; s. 230, ch. 91-224; s. 3, ch. 92-175; s. 1, ch. 92-204; s. 32, ch. 92-320; s. 4, ch. 93-233; s. 1, ch. 94-275; s. 3, ch. 94-314; s. 37, ch. 94-338; s. 3, ch. 94-353; s. 1, ch. 95-133; s. 1434, ch. 95-147; s. 3, ch. 95-304; s. 1, ch. 95-360; s. 1, ch. 95-416; ss. 44, 46, ch. 96-397; s. 43, ch. 96-406; s. 15, ch. 97-99; s. 1, ch. 98-106; s. 58, ch. 99-2; s. 1, ch. 99-287; ss. 6, 11, 14, ch. 2000-312; s. 11, ch. 2000-351; s. 14, ch. 2001-252; s. 10, ch. 2002-265; s. 1, ch. 2003-34; s. 1, ch. 2003-37; s. 2, ch. 2003-78; s. 145, ch. 2003-261; s. 1, ch. 2005-96; s. 1, ch. 2009-133; s. 1, ch. 2012-180; s. 1, ch. 2013-168.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #11

Leon County Board of County Commissioners

Cover Sheet for Agenda #11

May 27, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of the Status Report Regarding Remaining Cemetery Capacities in Leon County

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Tony Park, P.E, Director, Public Works & Community Development Tom Brantley, P.E., Director, Facilities Management
Lead Staff/ Project Team:	Graham Stewart, Real Estate Manager Mitzi McGhin, Real Estate Specialist

Fiscal Impact:

This item has no fiscal impact.

Staff Recommendation:

Option #1: Accept the status report regarding remaining cemetery capacity in Leon County.

Report and Discussion

Background:

During the February 11, 2014 regular Board meeting, Commissioner Proctor requested staff provide a report on cemetery plot availability for the public located in Leon County. The following report is a summary of staff's findings.

Analysis:

The Division of Real Estate Management (Real Estate) performed an analysis on the inventory of current existing cemetery plots including Leon County owned cemeteries, City of Tallahassee owned cemeteries, and privately owned cemeteries available to the public throughout Leon County. While researching the existing inventory of plots available, staff discovered that existing facilities owned by Leon County used for cemeteries may have the capacity for the future expansion of two existing facilities. The following is a summary of information gathered while researching this issue.

Leon County Owned Cemeteries

Leon County currently owns and maintains three properties used for cemeteries. The first site is 9.65-acre site located on Crawfordville Road known as Leon Serenity Cemetery. This site is used by the Public Works Division of Operations for pauper burials. The purpose of pauper burials is to provide a public service to indigents and their families who are unable to incur the cost of internment. In FY2012-2013, the indigent burial program performed 42 indigent burial depositions for residents/families that qualified as 100 % of the Federal Poverty Guidelines. Nineteen of those cases were pauper burials at Leon Serenity Cemetery. Pauper burials must be performed when a person's identification cannot be determined and/or the immediate family (parents, spouses, siblings or children) cannot be located. Cremation was selected for the remaining 23 cases by eligible immediate family members of the deceased.

Currently, the trend shows an increase in indigent burial cases for FY2013-2014. As of May 12, 2014, Leon County's Indigent Burial Program has performed 20 depositions for indigent residents/families. Of those 20 cases, five were cremations and fifteen were pauper burials at Leon Serenity Cemetery. By the end of FY2013-2014, it is highly probable to have a total of 50 depositions with at least 35 of those cases being pauper burials. Following the current trend of increased pauper burials at the Leon Serenity Cemetery, with approximately 265 plots remaining and 35 pauper burials per year, the County could anticipate the need to expand the developed area in the next six to seven years for additional cemetery plots.

Currently, there are 570 gravesites within the two acres developed for burial plots. Approximately 265 plots remain available in the developed area. To date, approximately 30 percent of the parent tract has been used for burials. In October 2007, the Public Works department developed a conceptual layout to utilize the remainder of the property and designed an additional 1,332 plots. If these plots were developed, the entire facility could potentially accommodate 1,902 plots. The remaining potential 1,332 plots are located in an area of the property that would need to be cleared and permitted for its use as additional cemetery plots. Staff will be pursuing an expansion of the existing pauper cemetery over the next several years to accommodate the expected number of plots that will be needed in the future.

The second site is 2.41-acre site located on Fox Road in southern Leon County known as the Veterans/Old Moody Cemetery. This site is used by the Moody family and for Veterans of Foreign Wars. Currently there are 17 existing veteran's graves. There are 64 remaining unused plots in the developed area of the facility that are reserved for veterans. There are no plots currently available to the public that are not veterans. The area within the facility that accommodates the Moody family plots is for family only and is not available for public use. To date, approximately 25 percent of the parent tract has been developed. In 1999, the Leon County Engineering Department conceptually designed an additional 588 plots in the remaining 1.8 acres of the undeveloped facility. If these plots were developed, the entire facility could potentially accommodate 669 plots.

The third site is the historic Old Mt. Zion Cemetery located on Thomasville Road north of Bradfordville Road between the Publix and Target. This cemetery is closed, no additional plots exist, and there is no room for its expansion.

City of Tallahassee Owned Cemeteries

Real Estate staff met with the City of Tallahassee property manager to gather information about remaining cemetery capacity in city owned facilities. The city currently maintains five cemeteries. The names and remaining capacities are listed below.

- In the Greenwood Cemetery off Old Bainbridge Road by the Robert Stevens Health Clinic, the remaining capacity is unknown.
- The Oakland Cemetery by Governor's Mansion has no remaining capacity.
- The Old City Cemetery off Park Avenue by the Main Library auxiliary parking lot has no remaining capacity.
- The Roselawn Cemetery off Piedmont Drive has no remaining capacity.
- The Southside Cemetery off Capital Circle SW by the Airport has approximately 700 plots remaining.

The City currently sells gravesites for \$1,500 per plot. The City expects to be out of inventory within three years and they may evaluate the feasibility of expansion into airport property for cemetery space. Also, based on the need for additional property for cemetery use, City of Tallahassee staff is looking for other alternatives.

Privately Maintained Cemeteries in Leon County

Staff met with Abbey Funeral Home and discovered that they have utilized approximately 50 percent of the original garden located in Tallahassee Memorial Gardens on North Monroe Street but they have additional spaces in other gardens. Abbey's Funeral Home has just opened 2,800 new plots and has 23.5 acres of undeveloped area available for additional plots in the future. Currently, Abbey Funeral Home plots average from \$1,395 to \$1,695 each.

Additionally, staff met with Culley's Funeral Home and discovered that they have an inventory of burial plots remaining within the Meadowwood Memorial Park on Timberlane Road but they could not quote exact number of plots remaining in the park. They have 10-15 acres of undeveloped area for additional plots. Funeral plots in Abbey's or Culley's typically sell for approximately \$4,000 per plot.

Staff understands that Tallahassee is a candidate for a new National Veterans Cemetery. When, and if it is opened, the preceding private cemeteries may see more dis-internment of veterans, which may free up additional plots.

In the past, staff has been requested to inventory cemeteries that were known to exist in Leon County (Attachment #1). Many of the preceding cemeteries identified have been abandoned through the years for maintenance purposes.

Potential Future Cemeteries

The Department of Development Support & Environmental Management (DSEM) provided information on two new applications for cemetery development that have recently been submitted for a Permit Use Verification (PUV) certification that is required for a new cemetery. The first site is a 250-acre site, currently owned by the Federal government, located between Apalachee Parkway and Old St. Augustine Road in eastern Leon County. A location map has been provided to illustrate its location along with the other facilities mention in the item. (Attachment #2). DSEM has approved the application and the site received its PUV certification. It is now eligible to proceed with additional site planning approvals required for its use for a new Veterans Administration National Cemetery. The estimated completion time is unknown at this time. The other site is a 36.89-acre parcel located off Bannerman Road just east of Bull Headley road that has not received its PUV certificate and is in a conditional status for approval once other conditions for development have been met.

Summary

Staff's inventory of current publicly owned cemetery plots in Leon County is at least 3,829 plots. The number of available plots in each facility is illustrated in the following chart. Leon County may have the potential to create 1,332 additional plots in the Leon Serenity Cemetery and 588 new plots in the Veteran's/Old Moody Cemetery (588) but these spaces are currently reserved for pauper and veteran burials. The new plots were conceptually designed by Leon County Public Works Department for design purposes only. No other development or permitting activities have been undertaken to date. Further investigation with DSEM will be required to begin the process of developing the conceptual layout and expansion of the current facilities. The City of Tallahassee has no other property to expand its current facilities.

Abbey and Culley’s funeral homes have several thousand plots available but the exact number of potential new plots is not known at this time.

<u>Name of Facility</u>	<u>Owner</u>	<u># of Remaining Plots Available</u>	<u>Potential # of New Plots from Expansion</u>	<u>Total # of Plots</u>
Leon Serenity Cemetery	Leon County	265	1332	1597
Veteran's / Old Moody Cemetery	Leon County	64	588	652
Old Mt. Zion Cemetery	Leon County	0	0	0
Greenwood Cemetery	COT	Unknown	Unknown	Unknown
Oakland Cemetery	COT	0	0	0
Old City Cemetery	COT	0	0	0
Roselawn Cemetery	COT	0	0	0
Southside Cemetery	COT	700	0	700
Tallahassee Memorial Gardens	Private	2800	Unknown	2800+
Meadowwood Memorial Park	Private	<u>Unknown</u>	<u>Unknown</u>	<u>Unknown</u>
Totals		3829+	1920+	5749+

Options:

1. Accept the status report regarding remaining cemetery capacity in Leon County.
2. Do not accept the status report regarding remaining cemetery capacity in Leon County.
3. Board direction.

Recommendation:

Option #1.

Attachments:

1. July 27, 1998 Agenda Item: Review of Cemetery Maintenance
2. Cemetery Location Map

VSL/AR/TP/TB/GS/gs

Post-It® Fax Note	7671	Date	Attachment #1
To:	<i>Brian Johnson</i>	From	Page 1 of 14
Co./Dept.	<i>Public Works</i>	Co	
Phone #		Pho	
Fax #	<i>488-7174</i>	Fax #	

Board of County Commissioners
Budget Dis

Date: July 27, 1998
 To: Honorable Chairman and Members of The Board
 From: Parwez Alam, County Administrator
 Michael C. Willett, Director of Public Works
 Brenda Trimble, Management Services Director
 Subject: Review of Cemetery Maintenance

Statement of Issue

The Board of County Commissioners requested staff review the problem of unmaintained and abandoned cemeteries as a discussion item at the Budget Workshops.

Background

Staff has developed a map (Attachment #1) and a list (Attachment #2) of known cemeteries in Leon County from the following sources:

- James N. Eaton, Distinguished Professor of History, Director of Black Archives, *Florida A&M University*
- Athenese Barnes of the *Riley Home Museum of African-American History and Culture*
- Funeral Homes
- Division of Historical Resources - Florida Department of State
- Leon County Property Appraisers Office
- United States Geological Survey Maps - 7.5 Minute Series (Topographical)
- *The Cemeteries of Leon County, Florida, Rural, White Cemeteries: Tombstone Inscriptions and Epitaphs* by Joy Paisley
- *Tallahassee and Leon County, Florida Cemeteries* by Floreda Varick and Phyllis Smith
- Overall Map from G.I.S.
- Sharyn Thompson of the *Center for Historic Cemeteries Preservation*
- Leon County Library
- Leon County Public Works Staff

The list is probably not complete, but the list was obtained utilizing the sources mentioned and no complete list of Leon County cemeteries is known to exist. The attached list is probably the most complete list available.

Analysis

The task of locating the cemeteries on the ground and evaluating the condition of the cemeteries will be arduous as the locations are not always observable on aerials. It is estimated that this will take approximately 40 working days by employees with knowledge of maintenance. Additional cost will include approximately two full time employees for property research, fuel and reproduction costs. Staff estimates the total cost to be approximately \$25,000. This is over and above consultant's fees/costs. If additional cemeteries are discovered, then the time line will need to be expanded.

Review of Cemetery Maintenance
July 27, 1998
Page 2

The County Attorney's office has reviewed Florida Statutes and finds that the County may maintain abandoned or unmaintained cemeteries, however, under Florida statutes, the County is not required to maintain cemeteries. Florida Statute 497.345 states that

"... a county or municipality which has within its jurisdiction an abandoned cemetery or a cemetery that has not been reasonably maintained for a period in excess of 6 months may, upon notice to the department, take such action as is necessary and appropriate to provide for maintenance and security of the cemetery. The solicitation of private funds and the expenditure of public funds for the purposes enumerated in this subsection are hereby authorized, provided that no action taken by a county or municipality under this subsection shall establish an ongoing obligation or duty to provide continuous security or maintenance for any cemetery."

Under Florida Statute 704.08, relatives and descendants of those buried in the cemetery have the right to access the cemetery at reasonable times and in a reasonable manner. If the cemetery is abandoned or not maintained, the County has the right to access the property for the purpose of maintenance. County policy deals with pauper burials, but does not deal with maintenance of abandoned or unmaintained cemeteries. If the County does maintenance work, it may charge the owners of the cemetery for costs incurred. In the past, the Division of Operations has utilized Community Service Work Program personnel to assist communities, neighborhoods or organizations with clean-up projects. Cemetery clean-ups have occurred on a number of church-owned cemeteries. For example, the County is currently working with representatives of Belair Cemetery.

The County's Facilities Management Division presently maintains three cemeteries:

- (1) Leon Serenity Cemetery (Pauper Burials) - Crawfordville Highway
- (2) Veterans - Old Moody Cemetery
- (3) Old Mt. Zion Cemetery

The average maintenance cost per acre is \$750. The maintenance includes periodic weeding and mowing of grounds. However, the costs to bring abandoned or unmaintained cemeteries up to a standard that can be maintained will be more expensive and cannot be evaluated unless the cemeteries are located in the field and evaluated. The maintenance of approximately 132 acres of cemeteries at an estimated cost of \$900 per acre or \$119,000 is for maintenance only. For comparative purposes, administrative cost was not considered because the City of Tallahassee is running their publicly maintained cemeteries as an enterprise system.

Of the 126 cemeteries listed, nine are publicly maintained. Staff has not visited the remaining cemeteries to determine their exact location and contents. Staff has not had adequate time to do the field work and property research to identify all the cemeteries that are abandoned. The condition of the 117 private cemeteries, who owns or maintains them is unknown. In order to prepare an estimate of cost, it is necessary to evaluate the various cemeteries to determine existing conditions and which ones are maintained, which are not, and the service level of maintenance for the existing cemeteries. In order to obtain detailed costs to establish a program for maintenance of cemeteries, it would be necessary to locate and visit the cemeteries to obtain the exact locations. In order to properly restore the cemetery, consultants may be necessary because of the special expertise and various state statutes that apply to cemeteries. Staff is also reviewing development of a program similar to the "Adopt-a-Road" program wherein citizen groups may adopt a cemetery.

Review of Cemetery Maintenance
July 27, 1998
Page 3

Options

1. Continue the location and evaluation of the cemeteries and develop an action plan once the cemeteries are located and evaluated.
2. Continue existing maintenance and assistance efforts.
3. Continue the existing assistance and develop an "Adopt a Cemetery" program.
4. Board direction

Recommendation:

#4 - Board direction

PA/MCW/BT/ja

Attachments:

1. Location map
2. List of located cemeteries

F:\USERS\ADMIN\MICHAEL\AGENDA\CEMETERY.WPD , July 8, 1998 (7:26pm)

LEON COUNTY CEMETERY LIST

NAME OF CEMETERY	LOCATION	COUNTY AND YEAR
AENON MISSN. BAPTIST CHURCH	SITUATED W. OF TALL. ON AENON CHURCH RD., TOWNSHIP 1 S, RANGE 1, W, SECTION 6.	LEON-NOV., 1842'S
ALLIGOOD	TOWNSHIP 2 S, RANGE 1 E, SECTION 17.	WOODVILLE 1830'S LEON CO., FL.
ALSTON	RING OAK PLANTATION, EAST OF THE OLD MAGNOLIA RD., TOWNSHIP 2N, RANGE 3E, SECTION 23.	LEON- 1837'S
ATKINSON GRAVES	OLD ATKINSON HOME, OFF MERIDIAN RD., ON ATKINSON RD., JUST N., OF GEORGIA-FL. LINE. NORTHERN LEON COUNTY.	LEON- (NO DATES)
ATKINSON BURIAL GROUND	MISTLETOE PLANTATION, ABOUT 1 MILE WEST OF MERIDIAN RD., NW OF LEON COUNTY. SCTN7, TWN3N, RNG 1E	LEON- 1870'S
BANNERMAN	SECTION 18, TOWNSHIP 3N, RANGE 1E.	LEON- 1833
BARCO AKA BARCO-LAVENDER AKA NEW HOPE BAPTIST CHURCH	APALACHICOLA NATIONAL FOREST, SW OF TALLAHASSEE. SECTION 30, TOWNSHIP 1S, RANGE 1W.	LEON- 1830'S
BARINEAU	SCTN.25, TWN.1N, RNG.2W	LEON
BARROW HILL	SCTN 10, TWN 1N, RNG 2E	LLOYD, CO., FLA.
BELL AIRE	SCTN 19, TWN 1S, RNG 1E	LEON
BELL	SCTN 17, TWN 3N, RNG 1E	CALVARY, CO., FLA.
BENJAMIN CHAIRES - VERDURA	ABOUT SEVEN MILES SE OF TALL., OFF THE ST. AUGUSTINE RD., TOWNSHIP 1S, RANGE 2E, SECTION 18/19.	LEON- 1830'S
BETHEL METHODIST CHURCH	SOUTH OF HWY. 90 ABOUT 3 MILES WEST OF TALL., TOWNSHIP 1N, RANGE 2W, SECTION 25.	LEON- 1834'S

BETTON	SCTN 19, TWN 1N, RNG 1E	TALLAHASSEE, FLA.
BILLINGSLEY	1/4 MILE SE, OF THE OLD BILLINGSLEY HOME ON HWY 90, E. OF TALL., IN THE BAUM COMMNTY., TOWNSHIP 1N, RANGE 2E, SECTION 1.	LEON- ABOUT 1914
BLACK	SCTN 6, TWN 1S, RNG 1E	LEON
BLAKE -BYRD AKA PARISH	SECTION 35, TOWNSHIP 2N, RANGE 3E, TURN NORTH OFF US 90 E, ON TO OLD MAGNOLIA RD., APPROX. 1 MILE, TURN EAST ON SUN RD., AND CONTINUE ABOUT 1 1/4 MILE	LEON- 1825
BOATWRIGHT	ON THE SHELL POINT RD., 1/2 MILE OFF THE OAK RIDGE RD., IN THE VICINITY OF WOODVILLE, FL., TOWNSHIP 2S, RANGE 1E, SECTION 14.	LEON- 1840'S
BRADFORD	SECTION 22, TOWNSHIP 2N, RANGE 1E, FROM TALL., NORTH OF THOMASVILLE RD., (US 319), TURN EAST ON BRADFORDVILLE RD., FOR 0.3 MILES.	LEON- 1833
BRADFORD/EPPES	CEMETERY LIES OFF HWY 319 ABOUT 1 MILE NE OF THE COMMUNITY OF BRADFORDVILLE ON PRESENT-DAY HORSESHOE PLANTATION. SECTION 22, TOWNSHIP 2N, RANGE 1E.	LEON- 1830'S
BUTLER GRAVE	ON CROWDER RD., NORTH OF TALL., TOWNSHIP 1N, RANGE 1W, SECTION 10.	LEON 1860'S
CASON-BUNKER	LIES 11 FEET WEST OF THE REMAINING SHELL OF THE TWO STORY GREEK REVIVAL PLANTATION TOWNSHIP 2N, RANGE 3E, SECTION 33.	LEON- 1840'S
CEDAR HILL	SCTN 12, TWN 2N, RNG 1W	LAKE JACKSON

CENTENARY CHURCH	SCTN 34, TWN 3N, RNG 2E	MICCOSUKEE, CO.,FLA.
CLIFFORD-HILL	SECTION 22, TOWNSHIP 1N, RANGE 1E.	LEON
CONCORD AME CHURCH	SCTN.20, TWN.2N, RNG.3E.	LEON
CROMARTIE	ABOUT 1/2 MILE EAST OF HWY 319 NORTH OF TALL., TOWNSHIP 2N, RANGE 1E, SECTION 1, NEAR HORSESHOE PLANTATION (HUNTING PRESERVED)	LEON- 1860'S
DAWKINS	ABOUT 11 MILES NORTH OF TALL, ON WHAT IS NOW HORSESHOE PLANTATION, TOWNSHIP 3N, RANGE 2E, SECTION 31.	LEON- 1830'S
EBENIZER BAPTIST CHURCH	SITUATED ON THE JACKSON BLUFF ROAD (#20) WEST OF TALL, IN TOWNSHIP IS.,RANGE 2W., SECTION 34.	LEON- NO DATES
ELDER GRAVE	SOUTHEASTERN LEON COUNTY ON AN EXTENSION OF THE NATURAL BRIDGE ROAD, EAST OF THE FLORIDA SINK WHICH DIVIDES LEON FROM JEFFERSON COUNTY, TOWNSHIP 2S, RANGE 2E, SECTION 25.	LEON- 1924'S
FORD GRAVE	SITUATED OFF STATE ROAD 12, IN THE NORTHWEST SECTION OF CHEROKEE PLANTATION, TOWNSHIP 3N, RANGE 1E, SECTION 12.	LEON- 1914'S
FORT BRADEN	FORT BRADEN COMMUNITY EXTENDS ALONG STATE RD. 20, THE JACKSON BLUFF RD. ABOUT 10 MILES WEST OF TALL., THE CEMETERY IS AT THE EASTERN EDGE, TOWNSHIP 1N, RANGE 3W, SECTION 34.	LEON- 1880'S
FORT BRAIDEN CHURCH	SCTN 4, TWN 1S, RNG 3W	LEON
FREELAND ETAL	SCTN.33, TWN.2N, RNG.3E.	LEON

Post-It® Fax Note	7671	Date: 2/9/01	# of pages: 12
To: <i>Barbara Johnson</i>	From: <i>Public Works</i>		
Co./Dept: <i>Public Works</i>	Co: <i>PLW</i>		
Phone #	Phone #		
Fax # <i>488-7174</i>	Fax #		

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GODWIN	SCTN 7, TWN 2S, RNG 2E	WOODVILLE, CO. FLA.
GOPHER RIDGE	SCTN.20, TWN.1N, RNG.2E	LEON
GREEN HILL CHAIRES	LIES EAST OF TALL.,OFF BUCK LAKE RD., ON LAKE LAFAYETTE, TOWNSHIP 1N, RANGE 1E, SECTION 24.,AT THE SITE OF THE HOME OF GREEN HILL CHAIRES.	LEON- 1830'S
GREENWOOD	SCTN 26, TWN 1N, RNG 1W	TALLAHASSEE
HALLS	SCTN 32/33,TWN 3N, RNG 3E	LEON
HARDWOOD PLANTATION (ORIGINAL.L.Y BLACKWOOD)	NORTH OF STATE ROAD #263-A, ABOUT 1.1 MILES WEST OF THE OLD BAINBRIDGE RD. TOWNSHIP 1N, RANGE 1W, SECTION 17. HARDWOOD PLANTATION NOW OWNED BY FORMER FLA. GOV. MILLARD F. CALDWELL WAS FOUNDED IN LATE 1820'S	LEON- 1820'S
HICKORY HILL	SCTN.14, TWN.1N, RNG.1E	LEON
HICKORY HILL CHURCH	SCTN.13, TWN.3N, RNG.1E	LEON
IAMONIA	SECTION 18, TOWNSHIP 3N, RANGE 1E, HIDDEN BEHIND 2 BARNS ON A PRIVATE ROAD OFF N., MERIDIAN (SR.,155)	LEON- 1880'S
INDIAN SPRINGS BAPTIST CHURCH	SECTION 29, TOWNSHIP 2N, RANGE 3E, ON SR 49, NORTH IN SIDE YARD OF INDIAN SPRINGS BAPTIST CHURCH.	LEON- 1915
ISLER SLAVE PLANTATON	SCTN 20, TWN 2N, RNG 1E	LEON
JACKSON BLUFF COMMUNITY CHURCH	THIS WELL MAINTAINED CEMETERY IS ON STATE RD., 20, IN THE EXTREME WESTERN PORTION OF LEON CO., TOWNSHIP 1, RANGE 4W, SECTION 15.	LEON- 1897
KELLEY	ABOUT 2 MILES NORTH OF NATURAL BRIDGE AN 1 MILE WEST OF OLD PLANK ROAD IN SOUTHEAST LEON CO. TOWNSHIP 2S, RANGE 2E, SECTION 17.	LEON- 1919

KILPATRICK	SCTN.10,TWN.1S, RNG.1E	LEON
LESTER	SECTION 22, TOWNSHIP 2N, RANGE 1E, NEAR THE SW, INTERSECTION OF THOMASVILLE RD., (US 319) AND BANNERMAN RD., IN THE AREA CALLED BRADFORDVILLE RD.	LEON- 1863
LEVY	HEAVILY WOODED SECTION OFF STATE RD., 263 (THE TRUCK ROUTE) NORTH OF THE INTERSECTION WITH LAKE BRADFORD RD., TOWNSHIP 1S, RANGE 1W, SECTION 5.	LEON- 1870'S
LOCKHART-JONES	SCTN.23, TWN.1S, RNG.2W	LEON
MANNING	SCTN 9, TWN 3N, RNG 2E.	LEON
MACON	SCTN 13, TWN 1N, RNG 1W	TALLAHASSEE
MCDANIEL.	SCTN 15, TWN 2S, RNG 1E	WOODVILLE, FLA.
MEADOW WOOD	SCTN.7, TWN.1N, RNG.1E	LAKE JACKSON
MEMORY GARDENS	SCTN.4, TWN.1N, RNG.1W	LAKE JACKSON
MICCOSUKEE	ON MOCASIN GAP RD., ABOUT 4 MILES WEST OF THE TOWN OF MICCOSUKEE, FLA., TOWNSHIP 2N, RANGE 3E, SECTION 8.	LEON- 1900'S
MITCHELL.	OBSCURED ALMOST COMPLETELY BY TREES AND UNDERGROWTH, IN A REMOTE PART WHAT IS NOW KNOWN IS KILLEARN LAKES, SOUTHERN SHORE OF LAKE IAMONIA, TOWNSHIP 3N, RANGE 1E, SECTION 33.	LEON- 1830'S
MOODY	SECTION 26, TOWNSHIP 1S, RANGE 1W, TURN WEST FROM CRAWFORDVILLE RD., (SR 369) ON RIVERS RD., TURN RIGHT ON FOX RD.	LEON- 1880'S

MOORE	FAMILY CEMETERY OFF THE OLD BAINBRIDGE RD., IN EXTREME WESTERN LEON CO., ONLY A FEW HUNDRED FEET FROM THE OCKLOCHONEE RIVER, TOWNSHIP 2N, RANGE 1W, SECTION 15.	LEON- 1860'S
MOORE-JOHNSON	THIS CEMETERY LIES WEST OF TALL., ON HWY 90, IN TOWNSHIP 1N, RANGE 2W, SECTION 23.	LEON- 1900'S
MORRIS AKA WIGGINS	ONLY ONE MARKER REMAINS IN THIS WELL-MAINTAINED, 1/4 ACRE PLOT ON A HILL WEST OF HAMLIN'S BRANCH ON GODWIN RD., WHICH LEADS TO THE TOWN OF WOODVILLE IN SOUTHEASTERN LEON CO., TOWNSHIP 2S, RANGE 2E, SECTION 17	LEON- 1890'S
MT. SINAI CHURCH	SCTN.1, TWN.1S, RNG.1E	LEON
MT. ZION	SCTN.22, TWN.2N, RNG.1E.	LEON
NEW MT. ZION AME CHURCH	SCTN.15, TWN.1N, RNG.1W	LEON
NEW BETHLEHEM CHURCH	SCTN.16, TWN.2N, RNG.1E	LEON
NEW MT. ZION AME T.L.H.-INC.	SCTN.26, TWN.1N, RNG.1W	LEON
OAKLAND	SCTN.25, TWN.1N, RNG.1W	LEON
OLD CITY	IN TALLAHASSEE A CITY BLOCK BOUND BY BOULEVARD, BRONOUGH, PARK AND CALL STREET. SCTN 36, TWN 1N, RNG 1W.	LEON- 1830'S
O'CANE	CEMETERY ON HORSESHOE PLANTATION OFF THE CENTERVILLE RD., TOWNSHIP 2N, RANGE 2E, SECTION 5.	LEON- 1850'S
PALL BEARERS UNION #25	SECTION 16, TOWNSHIP 1N, RANGE 1E.	LEON

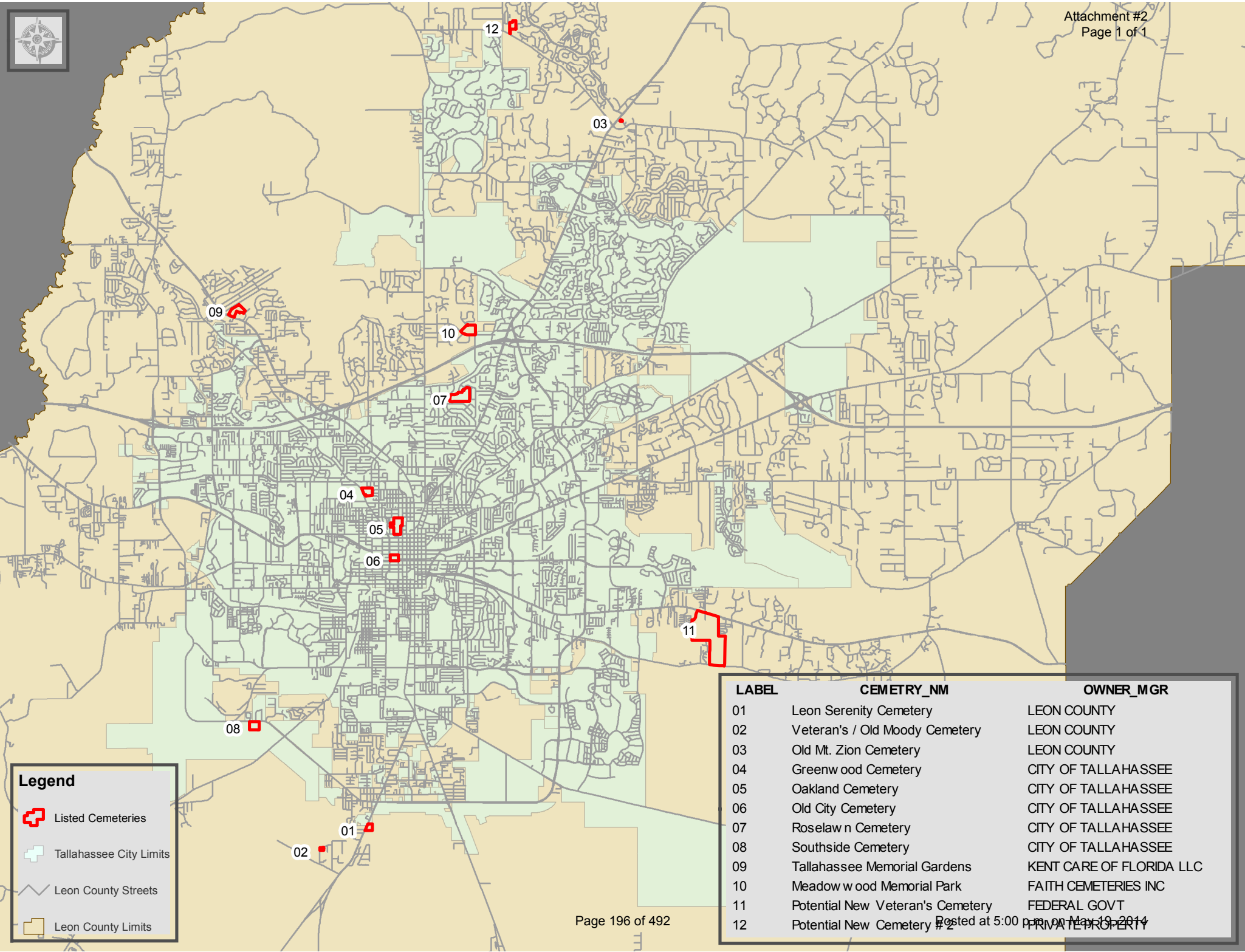
PECK	SECTION 25, TOWNSHIP 2N, RANGE 2E, ON THE EAST SIDE OF BAUM RD., AT THE INTERSECTION WITH OLD MICCOSUKEE RD.	LEON- 1922
PERKINS	CEMETERY LIES ABOUT 2 MILES SE OF THE TOWN OF MICCOSUKEE, 1/2 MILE WEST OF THE OLD MAGNOLIA RD., AT THE SITE OF THE PERKINS PLACE NOW A PART OF RING OAK PLANTATION, A HUNTING PRESERVE, TOWNSHIP 2N, RANGE 3E, SECTION 10.	LEON- 1876'S
PISGAH METHODIST CHURCH	CEMETERY LOCATED 11 MILES NE, OF TALL., A FEW HUNDRED FEET OFF THE CENTERVILLE RD., (STATE RD., 151) AT THE END OF PISGAH CHURCH RD., TOWNSHIP 2N, RANGE 2E, SECTION 20.	LEON- 1820'S
PONDER	THIS CEMETERY IS OFF HWY 319 ON FOSHALEE PLANTATION, A GAME PRESERVE OWNED BY AN IRELAND FAMILY, TOWNSHIP 3N, RANGE 2E, SECTION 15.	LEON- 1830'S
PONDER-COPELAND-BROWN	CEMETERY IS OFF HWY 319, WHAT IS NOW CHEROKEE PLANTATION A GAME PRESERVE BELONGING TO THE INGALLS FAMILY, TOWNSHIP 3N, RANGE 2E, SECTION 27.	LEON- 1860'S
POWELL	SECTION 30, TOWNSHIP 1N, RANGE 3E.	LEON - 1831
REAVES	SCTN.13, TWN.1N, RNG1W	LEON
RHODES	CEMETERY IS 2 MILES N, OF THE TOWN OF WOODVILLE ON A ROAD MARKED WITH ITS NAME, TOWNSHIP 2S, RANGE 1E, SECTION 5	LEON- 1830'S

RHODES	SECTION 9, TOWNSHIP 2S, RANGE 1E, NORTH OF WOODVILLE ON US 319, TURN EAST ON RHODES CEMETERY RD., AND DRIVE 1/4 MILES. CEMETERY IS ON THE NORTH SIDE OF THE ROAD.	LEON - 1876
ROCK HILL CHURCH	SCTN.28, TWN.2N, RNG.2E	LEON
ROSELAWN	SCTN 18, TWN 1N, RNG 1E	TALLAHASSEE
RUNNER	SOUTHEAST OF THE TOWN OF MICCOSUKEE, 1/3 MILE E., OF THE OLD MAGNOLIA RD., ON WHAT IS NOW KNOWN AS RING OAK PLANTATION, LABELED ON COUNTY MODERN MAPS AS RUNNER CEMETERY, TOWNSHIP 2N, RANGE 3E, SECTION 27.	LEON-1850'S
RUSSELL	LOCATED ON STATE RD., #20 W, OF TALL., TOWNSHIP 1N, RANGE 2W, SECTION 32.	LEON- 1920'S
SCOTT	SCTN.8, TWN.2N, RNG. 1E.	LEON
SCOTT GRAVES	THE FINDING OF AN ISOLATED HEADSTONE IN WHAT APPEARED TO BE THE RUINS OF A FAMILY CEMETERY OFF AN EXTENSION OF ORANGE AVENUE, JUST SW, OF TALL. (CONFEDERATE SOLDIER)	LEON- 1906
SERENETY	SCTN.26, TWN.1S, RNG.1W	LEON
SHADY GROVE CHURCH	SCTN.16, TWN.1N, RNG.2E	LEON
SINGLETARY	DEEP IN THE FOREST OF CHEMONIE PLANTATION, TOWNSHIP 1N, RANGE 3E, SECTION 31.	LEON- 1830'S
SKIPPER	SECTION 1, TOWNSHIP 1S, RANGE 2E, NORTH SIDE OF US 27.	LEON - 1832





SMITH	THREE CHILDRENS' GRAVE ARE IN A FENCED PLOT IN THE WOODS AT THE REAR OF AN OLD HOUSE ADJOINING THE MICCOSUKEE SCHOOL ON CROMARTIE RD.,TOWNSHIP 2N, RANGE 3E, SECTION 9.	MICCOSUKEE, LEON CO., 1874'S
SODAFIELD AKA DESOTOFIELD	SCTN.9, TWN.1S, RNG.1E	LEON
SOUTH SIDE	SCTN 16, TWN 1S, RNG 1W	LEON
ST. MARKS	SCTN.32, TWN.2N, RNG.1W	LAKE JACKSON
ST. JOHNS EPISCOPAL	IN TALLAHASSEE AT CALL STREET	LEON - 1837
ST. PHILIPS CHURCH	SCTN.30, TWN.2N, RNG.2E	LEON
ST. PHILIPS	SCTN.19, TWN.2N, RNG.2E	LEON
ST. PETER	SCTN.16, TWN.IN, RNG.1E	LEON
STRICKLAND	LOCATED ON A PRIVATE ROAD LEADING OFF ATKINSON RD., IN EXTREME NORTH LEON CO., AT THE GA., STATE LINE, TOWNSHIP 3N, RANGE 1E, SECTION 11, ON LAND CLAIMED BY BOTH FLA., AND GA., UNTIL SETTLEMENT OF THE BOUNDARY LINE IN THE 1870'S	LEON- 1835
THE GROVE AKA CALL	IN TALLAHASSEE AT BREVARD AND ADAMS ST., THIS CEMETERY IS BEHIND "THE GROVE" THE HOME BUILT BY THE TERRITORIAL GOVERNOR OF FLORIDA BY RICHARD KEITH CALL.	LEON - 1832

THOMAS	THIS CEMETERY LIES ABOUT 50 FEET W, OF THE POWER LINE RIGHT-OF-WAY SW, OF THE TOWN OF WOODVILLE, TOWNSHIP 2S, RANGE 1E, SECTION 18, ABOUT 1/4 MILE N, OF THE WAKULLA CO., LINE.	LEON- 1895
THOMAS PETER CHAIRES	ENCLOSED BY A FENCE LIES ABOUT 500 YARDS WEST OF THE SITE OF "WOODLAWN" ON THE ST. AUGUSTINE RD., TOWNSHIP 1S, RANGE 2E, SECTION 10. COMMUNITY OF CHAIRES.	LEON- 1830'S
UNNAMED	SECTION 15, TOWNSHIP 2S, RANGE 1W, AT THE INTERSECTION OF SR 260 AND SR 61	LEON - 1922
UNION SOCIETY PAUL BEARER	SCTN.35, TWN.3N, RNG.2E.	LEON
UNNAMED	SCTN.30, TWN.3N, RNG.2E	LEON
UNNAMED	SECTION 17, TOWNSHIP 1N RANGE 3E	LEON
UNNAMED	SCTN.11, TWN.2S, RNG.1W	LAKE MUNSON
UNNAMED	SCTN.33, TWN.2N, RNG.1E	LEON
UNNAMED	SCTN 19, TWN 1N, RNG 3E	LLOYD
UNNAMED	SCTN 2, TWN 2N, RNG 2E	LEON
UNNAMED	SCTN.29, TWN.1N, RNG.2E	LEON
UNNAMED	SCTN.36, TWN.2N, RNG.1W	LAKE JACKSON
UNNAMED	SCTN 18, TWN 2N, RNG 3E	LEON
UNNAMED	SCTN 23, RWN 1S, RNG 1W	TALLAHASSEE
UNNAMED	SCTN.24, TWN.1S, RNG.1E	LEON
UNNAMED	SCTN.23, TWN.1S, RNG.2W	LEON
UNNAMED	SCTN.10, TWN.2S, RNG.1W	LEON
UNNAMED	SCTN.16, TWN.2N, RNG.1W	LAKE JACKSON
UNNAMED	SCTN.12, TWN.1N, RNG.2W	LEON

UNNAMED	SCTN.32, TWN.2N, RNG.1E.	LEON
UNNAMED	SCTN.14/15, ,TWN.1N, RNG.1E	LEON
UNNAMED	SCTN.27, TWN.1N, RNG.1E	LEON
UNNAMED	SCTN 29, TWN 1N, RNG 2E	LEON
VAN BRUNT	THIS CEMETERY IS ON LAKE IAMONIA RD., ABOUT 1/2 MILE SOUTH, OF STATE RD., 12 IN NORTHERN LEON CO., TOWNSHIP 3N, RANGE 1E, SECTION 14.	LEON- 1905
WARD	THIS CEMETERY IS AT ONE END OF THE GARDEN ADJOINING THE HOUSE ON SOUTHWOOD PLANTATION, WHICH IS OFF THE ST. AUGUSTINE RD., ABOUT 5 MILES SE, OF TALL., TOWNSHIP 1S, RANGE 1E, SECTION 14.	LEON- 1835
WHITAKER	THIS FAMILY CEMETERY IS ABOUT 5 MILES N, OF TALL., OFF THE CENTERVILLE RD., ON LANDS PRESENTLY OWNED BY POWERHOUSE CORPORATION (JOHN METTLER), TOWNSHIP 1N, RANGE 1E, SECTION 2.	LEON- 1833
WILLIS AKA GEDDIE	SURROUNDED BY A BIG METAL FENCE, THIS CEMETERY LIES ABOUT 1/4 MILE W, OF GEDDIE RD., (STATE RD., #260) IN TOWNSHIP 1N, RANGE 2W, SECTION 26.	LEON- 1919
WOODVILLE	SECTION 16, TOWNSHIP 2S, RANGE 1E, IN WOODVILLE BEHIND THE WHITE BAPTIST CHURCH.	WOODVILLE, FLA. 1902
RESEARCH CREATED BY: GEORGINA M. MEDINA AND DAVID KOSCIW.		
LEON COUNTY PUBLIC WORKS.	F:\USERS\ALLBROWARD\WMS\CCEMTRY.LIS	July 1, 1998



Legend

-  Listed Cemeteries
-  Tallahassee City Limits
-  Leon County Streets
-  Leon County Limits

LABEL	CEMETRY_NM	OWNER_MGR
01	Leon Serenity Cemetery	LEON COUNTY
02	Veteran's / Old Moody Cemetery	LEON COUNTY
03	Old Mt. Zion Cemetery	LEON COUNTY
04	Greenw ood Cemetery	CITY OF TALLAHASSEE
05	Oakland Cemetery	CITY OF TALLAHASSEE
06	Old City Cemetery	CITY OF TALLAHASSEE
07	Roselaw n Cemetery	CITY OF TALLAHASSEE
08	Southside Cemetery	CITY OF TALLAHASSEE
09	Tallahassee Memorial Gardens	KENT CARE OF FLORIDA LLC
10	Meadow w ood Memorial Park	FAITH CEMETERIES INC
11	Potential New Veteran's Cemetery	FEDERAL GOVT
12	Potential New Cemetery # 2	PRIVATE PROPERTY

**Leon County
Board of County Commissioners**


Notes for Agenda Item #12

Leon County Board of County Commissioners

Cover Sheet for Agenda #12

May 27, 2014

To: Honorable Chairman and Members of the Board

From: Herbert W.A. Thiele, County Attorney 

Title: Authorize Staff to Negotiate a Public-Private Cooperation Agreement for Construction of a Roundabout on Bannerman Road, and Request to Schedule the First and Only Public Hearing to Consider the Public Benefits of a Public-Private Cooperation Agreement for June 10, 2014 at 6:00 p.m.

County Attorney Review and Approval:	Herbert W.A. Thiele, County Attorney
Lead Staff/ Project Team:	Laura M. Youmans, Assistant County Attorney

Fiscal Impact:

This item has a fiscal impact. The Board has appropriated funding for a section of the Bannerman Road widening project from significant benefit funds. Costs associated with the proposed roundabout are available in the project budget and are estimated not to exceed \$75,000.

Staff Recommendation:

- Option #1: Authorize staff to negotiate a public-private cooperation agreement for the construction a roundabout on Bannerman Road.
- Option #2: Schedule the first and only Public Hearing to Consider the Public Benefits of a Public-Private Cooperation Agreement for June 10, 2014 at 6:00 p.m.

Title: Authorize Staff to Negotiate a Public-Private Cooperation Agreement for the Construction of a Roundabout on Bannerman Road, and Request to Schedule the First and Only Public Hearing to Consider the Public Benefits of a Public-Private Cooperation for June 10, 2014 at 6:00 p.m.

May 27, 2014

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Report and Discussion

Background:

Effective February 5, 2014, Leon County entered into a Development Agreement with the owners of the property on the north and south sides of Bannerman Road, west of its intersection with Thomasville Road (“Developer”). The purpose of the Development Agreement was to serve as a comprehensive framework for the development of the property by enumerating the property’s development entitlements and the responsibilities of the Developer.

The Development Agreement will result in the construction of a County-owned 17.8-acre passive park, community center, and regional stormwater facility located between Kinhega Drive and Bannerman Road, adjacent to the proposed Beech Ridge Trail. The Developer has agreed to move the Bradfordville School House, currently serving as a community center, and donate additional land for the relocation of the school house to the proposed passive park. The County has agreed to convey the present site of the Bradfordville School House to the Developer in consideration of the proposed enhancements to the passive park, to allow for the consolidation of the County facilities, and to promote a more efficient design of the proposed commercial development.

Pursuant to the Development Agreement, the Developer will construct the Beech Ridge Trail Extension and roundabout, a new roadway that will connect Bannerman Road to Kinhega Drive to operate as a north/south alternative to Thomasville Road. The Developer has also agreed to redesign and permit the relocation of the intersection of Beech Ridge Trail Extension and Bannerman Road to allow for better traffic mobility. The Developer agreed to donate right-of-way along the north and south sides of Bannerman Road to accommodate the widening of Bannerman Road, a multi-use trail, and associated stormwater.

In the Development Agreement, the County agreed to consider coordinating the project proposed for widening Bannerman Road with the Developer’s construction of roadways plan to support their development. To date, the County has taken significant steps towards the proposed widening of Bannerman Road. Actions include authorizing the project design and engineering for the Bannerman Corridor Study, convening the Bannerman Corridor Study Citizens Advisory Committee to make recommendations to the Board regarding preferred alternatives for the widening, accepting Preliminary Engineering Report and Corridor Study and approving the recommended preferred alternative for use in 30% design, and allocating concurrency payments towards the project.

County staff has reviewed the 30% plans and determined that an interim improvement project could be done to four-lane Bannerman Road from Thomasville Road to 900 feet west of Quail Commons (Phase 1 Bannerman Widening). This would improve .24 miles of the needed 1.5 miles of roadway between Thomasville Road and Tekesta Drive and allow for an additional four-lane section and provides that the transition four-lanes to two-lanes will occur well west of the proposed Beech Ridge Trail roundabout; thereby, significantly improving the operational capacity of the intersection through better lane utilization.

Title: Authorize Staff to Negotiate a Public-Private Cooperation Agreement for the Construction of a Roundabout on Bannerman Road, and Request to Schedule the First and Only Public Hearing to Consider the Public Benefits of a Public-Private Cooperation for June 10, 2014 at 6:00 p.m.

May 27, 2014

Page 3

On January 21, 2014, the Board authorized the appropriation of significant benefit funds towards the widening of Bannerman Road. The significant benefit dollars, plus funds currently available in the Bannerman PD&E Corridor Study Capital Project, would provide sufficient funding to start the Phase 1 Bannerman Widening Project. It is anticipated that the project could be fully funded by allocation of gas tax revenue in the 2015 budget cycle.

During the Board's public hearings on the Development Agreement, the Board directed staff and the Developer to investigate construction of a roundabout at the intersection of Bannerman Road and Beech Ridge Trail instead of the proposed signalized intersection (Attachment #1). Prior to the second public hearing, the Developer conducted a traffic analysis at its expense. The analysis, performed by Dantin Consulting, LLC, dated March 17, 2014, determined that construction of a dual-lane roundabout was a preferable design alternative to a signalized intersection. At the request of the County, and in the interest of time, efficiency, and to ensure optimal interconnectivity at the intersection and the future commercial development, the Developer is in the process of designing and permitting the Bannerman Road roundabout in conjunction with its design and permit activities for the Beech Ridge Trail extension and roundabout and the roadways for the development on the southern side of Bannerman Road.

The purpose of the proposed agreement would be to outline the terms of the partnership between the County and the Developer with respect to the construction costs of the Bannerman Road roundabout. The Developer has agreed to fund the roundabout up to the anticipated budget for the proposed signalized intersection. If approved, the proposed public-private cooperation agreement would allow the County to use funds programmed for the Bannerman Road widening project to complete the roundabout and the portion of the widening project associated with the area covered by the roundabout. The agreement would also establish the responsibilities of the parties for the activities necessary to ascertain the possible benefit of a subsequent public-private partnership for the construction of the Phase 1 Bannerman Widening Project.

Analysis:

During the 2013 legislative session, the Florida Legislature adopted section 336.71, Fla. Stat. (2013), entitled "Public-private cooperation in construction of county roads." This legislation authorizes the use of public-private partnerships for purposes of county road projects, and permits counties to receive or solicit proposals and enter into agreements with private entities to construct, extend, or improve a county road. This provision was part of a larger bill adopted to create an alternative procurement process and requirements for public-private partnerships to facilitate the construction of public-purpose projects (Florida Staff Analysis, H.B. 85, 5/14/2013).

To enter into a public-private partnership to construct a county facility, the statute requires that the Board hold a public hearing to determine whether the proposed partnership is in the best interest of the public. To enter into public-private cooperation agreement, the Board must determine that:

Title: Authorize Staff to Negotiate a Public-Private Cooperation Agreement for the Construction of a Roundabout on Bannerman Road, and Request to Schedule the First and Only Public Hearing to Consider the Public Benefits of a Public-Private Cooperation for June 10, 2014 at 6:00 p.m.

May 27, 2014

Page 4

- County funds will only be used for those portions of the project that will be part of the county road system;
- The agreement has adequate safeguards to ensure that additional costs or unreasonable service disruptions are not realized by the traveling public and citizens of the state;
- The partnership would result in a financial benefit to the public by completing the subject project at a cost to the public significantly lower than if the project were constructed by the county using the normal procurement process.

Should the Board determine that the partnership would be in the best interest of the public, the roundabout would be constructed in coordination with the improvements constructed by the Developer pursuant to the Development Agreement. Staff is currently conducting a detailed cost estimate to determine the economic viability of proceeding with the Bannerman Road roundabout project as a public-private cooperation project pursuant to Section 336.71 Fla. Stat. (2013). Staff anticipates completing the public benefit analysis in time for a public hearing during the Board's regularly scheduled meeting of June 10, 2014. Should the Board authorize staff to negotiate the proposed public-private cooperation agreement, the analysis of the public benefits will be provided in conjunction with the Board consideration of the agreement.

Options:

1. Authorize staff to negotiate a public-private cooperation agreement for the construction of a roundabout on Bannerman Road.
2. Schedule the first and only Public Hearing to Consider the Public Benefits of a Public-Private Cooperation Agreement for June 10, 2014 at 6:00 p.m.
3. Do not authorize staff to negotiate a public-private cooperation agreement for the construction of a roundabout on Bannerman Road, and do not schedule the first and only public hearing.
4. Board direction.

Recommendation:

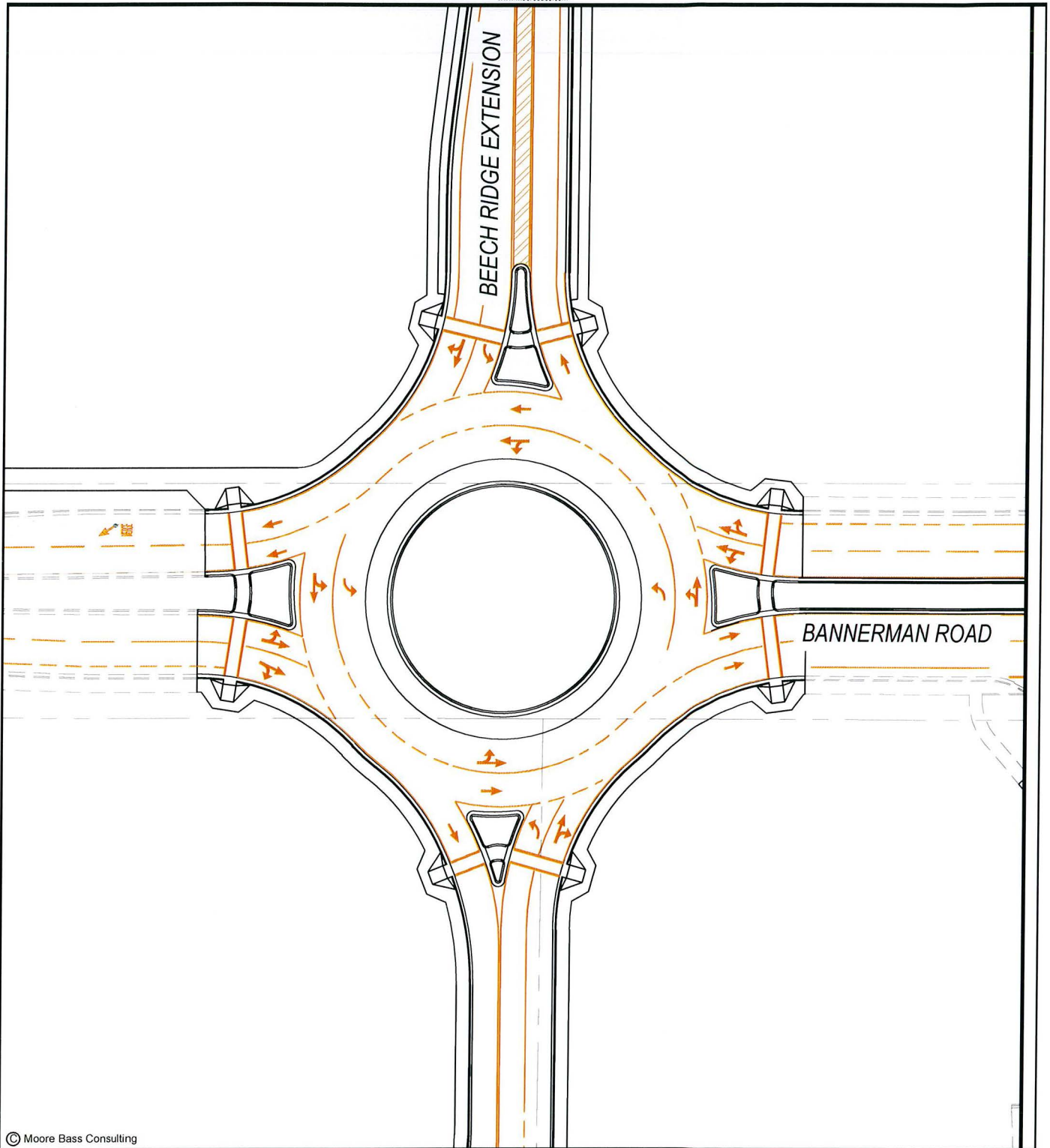
Options #1 and #2.

Attachment:

1. Bannerman Roundabout Schematic

Moore Bass

C O N S U L T I N G
TALLAHASSEE DESTIN ATLANTA
www.moorebass.com



© Moore Bass Consulting

The Drawings, Specifications and other documents prepared by Moore Bass Consulting, Inc. (MB) for this Project are instruments of MB for use solely with respect to this Project and, unless otherwise provided, MB shall be deemed the author of these documents and shall retain all common law, statutory and other reserved rights, including the copyright.

CLIENT NAME

FILE #

BANNERMAN RAB EXHIBIT 4.dwg

CONTRACT #

ARCHIVE

DATE

03/13/14

DRAWN BY

PROJECT NAME

SHEET TITLE

BANNERMAN ROUNDABOUT
EXHIBIT 4

4

**Leon County
Board of County Commissioners**


Notes for Agenda Item #13

Leon County Board of County Commissioners

Cover Sheet for Agenda #13

May 27, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Acceptance of Status Report on the Club of Honest Citizens May 4, 2014 Event

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator
Lead Staff/ Project Team:	Shington Lamy, Assistant to the County Administrator

Fiscal Impact:

This item does not have a fiscal impact.

Staff Recommendations:

Option #1: Accept status report on the Club of Honest Citizens May 4, 2014 Event.

Report and Discussion

Background:

On February 25, 2014, the Board formally partnered with the Village Square in its continuous effort and commitment to engage citizens through unique and meaningful programs. The formal partnership builds upon the mutual goals of the County's Citizen Engagement Series and the Village Square for greater and sustained citizen involvement and engagement. In addition, the partnership led to the creation of the Club of Honest Citizens, which blends the best elements of the Citizen Engagement Series and Village Square by providing transparency of County government, while building social connection between citizens, County Commissioners, staff, and our community through social settings.

The Club of Honest Citizens will be held three times a year in the spring. The program is inspired by the Club of Honest Whigs, created by Benjamin Franklin prior to the American Revolution that held social events that encouraged participants to discuss and debate; leading to ideas regarding police, volunteer firefighters, and the first public libraries. By creating a forum for fierce community collaboration, the Club of Honest Citizens encourages the exchange of information and ideas; and, at the same time building long-term and engaging relationships between citizens, elected officials, and staff.

For the inaugural year, the theme of the Club of Honest Citizens is "if government is the problem, what is the solution?" that invites citizens to participate in dialogue on the roles of County government and citizens in shaping the community. The following analysis provides a summary of the first event.

The first Club of Honest Citizens event was held on March 27, 2014 at Madison Social. More than 50 citizens participated in four round table discussions on the proper role of County government in the areas of economic development, growth, library services, and health care. On April 22, 2014, staff presented a status report to the Board on the first Club of Honest Citizens event. At that time, the Board directed staff to review and/or implement many of the thoughts and ideas shared by the participants during the first event. Staff will bring back a status report to the Board after each Club of Honest Citizens event.

Analysis:

The second Club of Honest Citizens event was held on May 4, 2014 at Red Eye Coffee. More than 50 citizens participated in developing ideas in which the County could further engage citizens in new and meaningful ways. The event began with a brief overview presented by the County Administrator on the numerous programs and events that the County utilizes to engage citizens, including Operation Thank You, Press the Chest, the Community Gardens program, and Citizen Engagement Series.

Following the presentation, each participant was given the opportunity to provide their ideas to enhance the County efforts to engage citizens. The top idea as determined by the participants would be awarded \$500 mini-grant for implementation. There were 20 ideas identified and they included:

1. Leon County Historical Tree Inventory
2. Dinner under the Canopy Road
3. Campgrounds on Greenways and Bike Trails
4. Dialogue on Guns
5. Human in Tallahassee Project
6. Students for Performing Arts Center
7. Big Read with Local Authors
8. Adopt-A-Dogwood Tree Program
9. Shade Tree/Fruit Tree
10. Civic Salons
11. Wine and Wiki
12. Citizens Activated
13. Neighborland Tallahassee
14. Moral Code
15. Welcome Refugees Program
16. Public Transportation for Low Income Workers
17. Community Center
18. Neighborhood Fourth of July Events
19. Lake Jackson Picnic/Camping Event
20. Green Burials

Subsequently, the participants separated into groups to discuss ideas and present a conceptual plan as part of the wrap-up session. Participants had the discretion of choosing to join the groups that interest them.

Wrap-up Session

Following approximately one hour of group discussions and presentations, participants voted on the idea to be awarded with the \$500 mini-grant. The top three ideas as determined by the participants are presented below with brief descriptions:

1. *Leon County Historical Tree Inventory* –
Provide citizens the opportunity to register the trees on their properties. Citizens would receive a certificate that includes the approximate age of their tree, as well as a timeline of significant historical community events that their tree has witnessed (i.e. first Florida Governor Inauguration, Hurricane Kate, etc.) The goal of the inventory is to encourage residents to plant and preserve trees that are native to Leon County.

The concept was exclusively awarded with the \$500 mini-grant. County staff and Village Square have held a number of meetings with the Club of Honest Citizens participants that developed the concept to determine the implementation of the inventory. Staff will bring back an agenda item on the finalized plan for the Board's consideration following the third Club of Honest Citizens event.

2. *Dinner under the Canopy Road* –

Host a community dinner event on a Canopy Road. The dinner would promote a sense of place by highlighting a natural feature that represents the uniqueness of the community. The event was proposed to take place Spring or Summer 2015.

3. *Campgrounds on Greenways and Bike Trails* –

The participants that presented this idea spoke at length on the development of campgrounds at the J. R. Alfred Greenway. However, the J. R. Alfred Greenway Land Management Plan currently prohibits overnight events, as well as open fire on the Greenway. Local civic groups have held evening events previously that concluded by dusk and do not require utilization of fire.

Although the Historical Tree Inventory concept was awarded with the \$500 mini-grant, the participants were informed that all three would be explored further to determine their feasibility, as well as opportunities for partnerships due to the narrow margin of votes between the top three ideas. In fact, following discussion with KCCI, the organization is currently considering adopting the Dinner under the Canopy Road as a catalyst project. Additionally, Parks and Recreation is exploring opportunities in which to incorporate the campsite idea into a manageable evening event on the greenway.

The next Club of Honest Citizens event is scheduled for Thursday, June 12, 2014, 5:30 p.m. at St. John's Episcopal Church. The potluck dinner event invites participants to discuss with fellow citizens, County Commissioners, and County staff on the County's role in current events shaping the community. A status report will be provided to the Board following the next event.

Options:

1. Accept the status report on the Club of Honest Citizens April 22, 2014 event.
2. Do not accept the status report on the Club of Honest Citizens April 22, 2014 event.
3. Board direction

Recommendation:

Option #1.

**Leon County
Board of County Commissioners**


Notes for Agenda Item #14

Leon County Board of County Commissioners

Cover Sheet for Agenda #14

May 27, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Consideration of the Voluntary Annexation Proposal from Victor F. Steyerma Revocable Trust to Annex Property Located at 252 Capital Circle Southwest

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Tony Park P.E., Director, Public Works & Community Development David McDevitt, Director, Development Support & Environmental Management
Lead Staff/ Project Team:	Ryan Culpepper, Development Services Director Weldon Richardson, Senior Planner

Fiscal Impact:

This item has minimal fiscal impact. The Public Works Department finds the parcel is currently assessed \$515 for stormwater non-ad valorem assessment, which will be lost in the annexation.

Staff Recommendation:

Option #1: Do not object to the proposed voluntary annexation of property located at 252 Capital Circle Southwest.

Report and Discussion

Background:

According to the Leon County Property Appraiser's database, the subject parcel (identification number 21-30-20-406-000-0) is owned by Lawrence B. Steyerman, Sara B. Steyerman, and the Victor F. Steyerman Revocable Trust. The subject property is a metes and bounds parcel, consisting of approximately 2.75 acres and is located along the west side of Capital Circle Southwest, south of its intersection with Tennessee Street.

Analysis:

The referenced property is zoned Commercial Parkway and designated Suburban on the Future Land Use Map of the Comprehensive Plan (Policies 2.2.5 of the Tallahassee/Leon County Comprehensive Plan). The referenced parcel is currently developed with four non-residential buildings with a combined square footage of 12,622 square feet. A map showing the location of the parcel proposed to be annexed is included as Attachment #1.

The Comprehensive Plan requires the Board of County Commissioners to review and make recommendations on proposed annexations to the City Commission. Specifically, Policy 2.1.4 of the Intergovernmental Coordination Element provides in part that:

The plan for each annexation shall be provided by the City Manager to the County Administrator at the time that it is provided to the City Commission. The Board of County Commissioners shall have the opportunity to review comments and suggest changes regarding the proposed annexation prior to the adoption of the annexation Ordinance by the City Commission.

The City of Tallahassee has indicated in their proposed Ordinance (No.14-O-15) they are committed to providing municipal services to the referenced property. The applicant's request for annexation, along with the proposed Ordinance implementing the proposed annexation, is included as Attachment #2. The applicant's request for voluntary annexation is scheduled to be introduced to the City Commission on May 14, 2014, and is scheduled to be presented at a City Commission Public Hearing on May 28, 2014, for purposes of finalizing this annexation.

The County and City Administrations have instituted procedures to implement the annexation provisions. The City submits information and analyses for review by County staff. County staff comments on the proposed voluntary annexation are:

1. County Attorney: The County Attorney has indicated that the proposed annexation appears to comply with Chapter 171 of the Florida Statutes.
2. Public Works: The Public Works Department finds this parcel has a \$515.10 non-ad valorem assessment, which will be lost in the annexation. The parcel does not have reserved stormwater treatment capacity in any Leon County facility.

3. Development Services: The Division finds that the proposed annexation would have no impacts to the County's Concurrency Management System. A list of property owners within 500 feet of the parcel involved in the annexation has been provided (Attachment #3).
4. Environmental Services: The Division does not object to the proposed annexation.
5. Planning, Land Management & Community Enhancement (PLACE): The Tallahassee/Leon County Department of PLACE finds that the proposed annexation request is consistent with the Comprehensive Plan, provided certain criteria of the Intergovernmental Element Policy are adequately addressed. These criteria are outlined in a memorandum from the Department of PLACE (Attachment #4).

Options:

1. Do not object to the proposed voluntary annexation from Victor F. Steyerman Revocable Trust to annex property located at 252 Capital Circle Southwest.
2. Object to the proposed voluntary annexation from Victor F. Steyerman Revocable Trust to annex property located at 252 Capital Circle Southwest, and initiate the mediation process established by the Comprehensive Plan.
3. Board direction.

Recommendation:

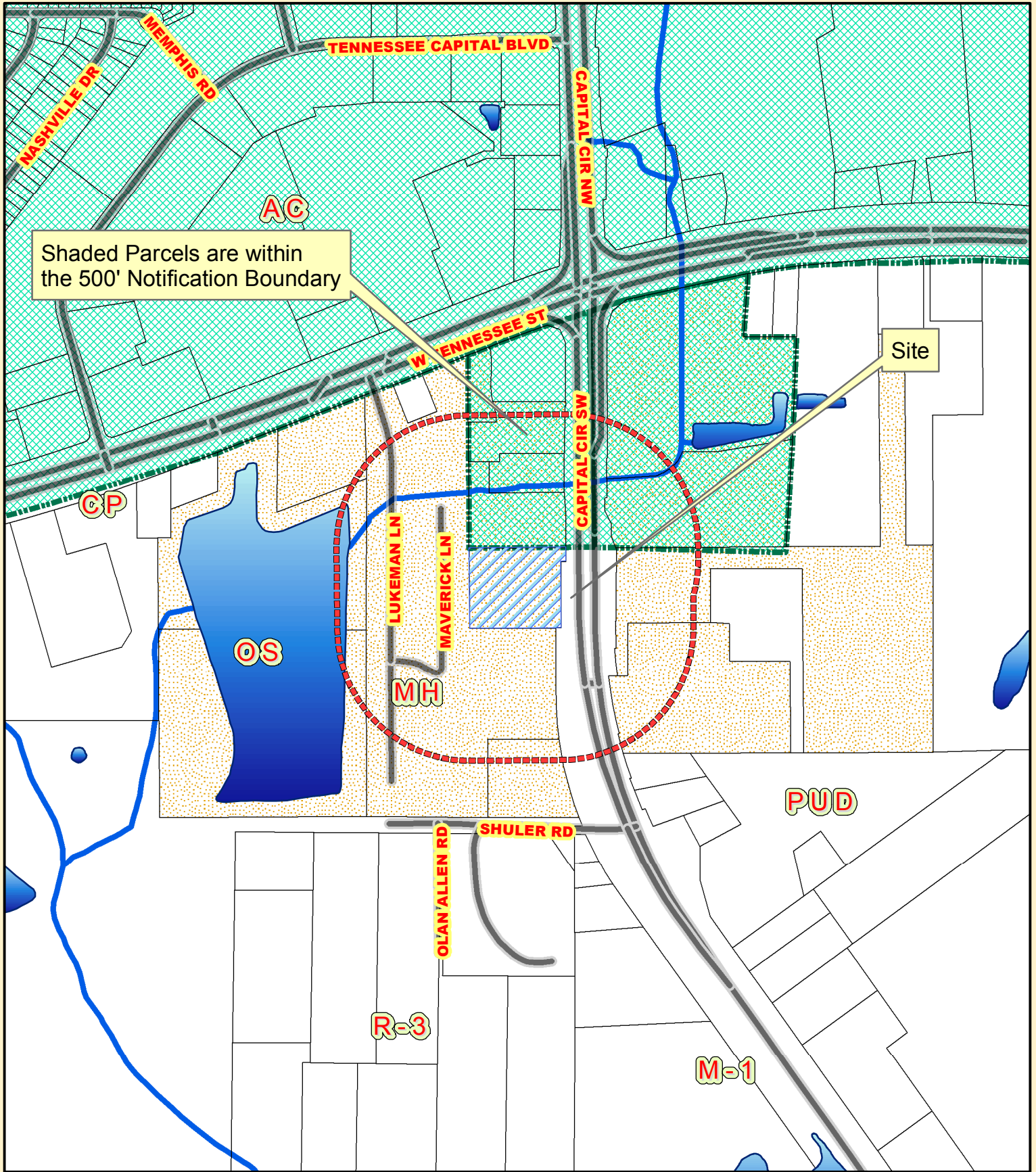
Option #1.

Attachments:

1. Proposed Annexation Location Map
2. Request for Annexation from Victor F. Steyerman Revocable Trust
3. List of Property Owners within 500 feet of the Referenced Parcel
4. Memorandum from the Department of PLACE, dated April 8, 2014

VSL/TP/DM/RC/WR

252 CAPITAL CIRCLE SW ANNEXATION



Shaded Parcels are within the 500' Notification Boundary

Site

Legend	
	Site
	600' Buffer
	Waterbody
	Roads
	Parcels
	Notified Parcels
	Watercourse

252 Capital Circle Annexation Site Plan
Located at 252 Capital Circle SW
Map Produced By Marcus Curtis 05/02/14
GIS Technician

0 250 500 Feet

Posted at 5:00 pm on May 19, 2014



CITY OF TALLAHASSEE
PETITION FOR VOLUNTARY ANNEXATION

To: The City Commission of the City of Tallahassee

From: Tom O'steen
Moore Bass Consulting, Inc.
805 N. Gadsden Street, Tallahassee, FL 32303

Date: 2/20/14

Re: 252 Capital Circle SW (21-30-20-406-000-0

The undersigned owner(s) of the referenced property, 252 Capital Circle SW (Victor F. Steyerman Revocable Trust) legally described on the attached Exhibit A, and shown on the sketch attached as Exhibit B, hereby request(s) the annexation of said property by the City of Tallahassee in accordance with Chapter 171, Florida Statutes, which authorizes the petitioning for voluntary annexation. Exhibits A and B are hereby incorporated by reference and made a part hereof.

The undersigned certify that he/she/they is/are the owners of the property described in the attached exhibits, and that all owners of the property have signed this petition. This petition and request shall be binding upon the owner(s), all successor owners of the subject property, including the heirs, assigns, and devisees of the undersigned; and shall run with the land to any purchasers of the subject property.

PETITIONER(S)

Signature: [Handwritten Signature]
Print Name: Sara B. Steyerman as Trustee
of the Victor F. Steyerman Revocable
Trust dated October 3, 2006
Address: 278 Holly Point Rd., Freeport, FL
Ph: (850) 835-6826 32439

Signature: [Handwritten Signature], Trustee
Print name: Victor F. Steyerman as Trustee
Address: of the Victor F. Steyerman Revocable
Trust dated October 3, 2006
278 Holly Point Rd., Freeport, FL 32439
Telephone: (850) 835-6826
Date: 2/20/14

Contact Person:
Tom O'steen
(850) 222-5678
toosten@moorebass.com

STATE OF FL.
COUNTY OF Walton

Before me, this 30 day of JAN., 2014,
personally appeared Jane B. Steppman who executed the
foregoing Petition for Voluntary Annexation, and acknowledged before
me that same was executed for the purposes therein expressed.

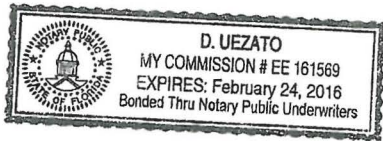
Personally known ; or
Produced identification _____
Type of identification produced: _____



(Signature of Notary Public)

(Notarial Seal)

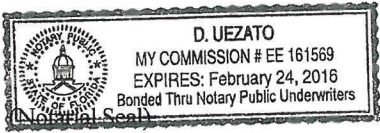
(Typed or Printed Name of Notary Public)



STATE OF FL
COUNTY OF WALTON

Before me, this 30 day of Jan, 2014,
personally appeared VICTOR F. STEYERMAN who executed the
foregoing Petition for Voluntary Annexation, and acknowledged before
me that same was executed for the purposes therein expressed.

Personally known ✓; or
Produced identification _____.
Type of identification produced: _____



[Handwritten Signature]

(Signature of Notary Public)

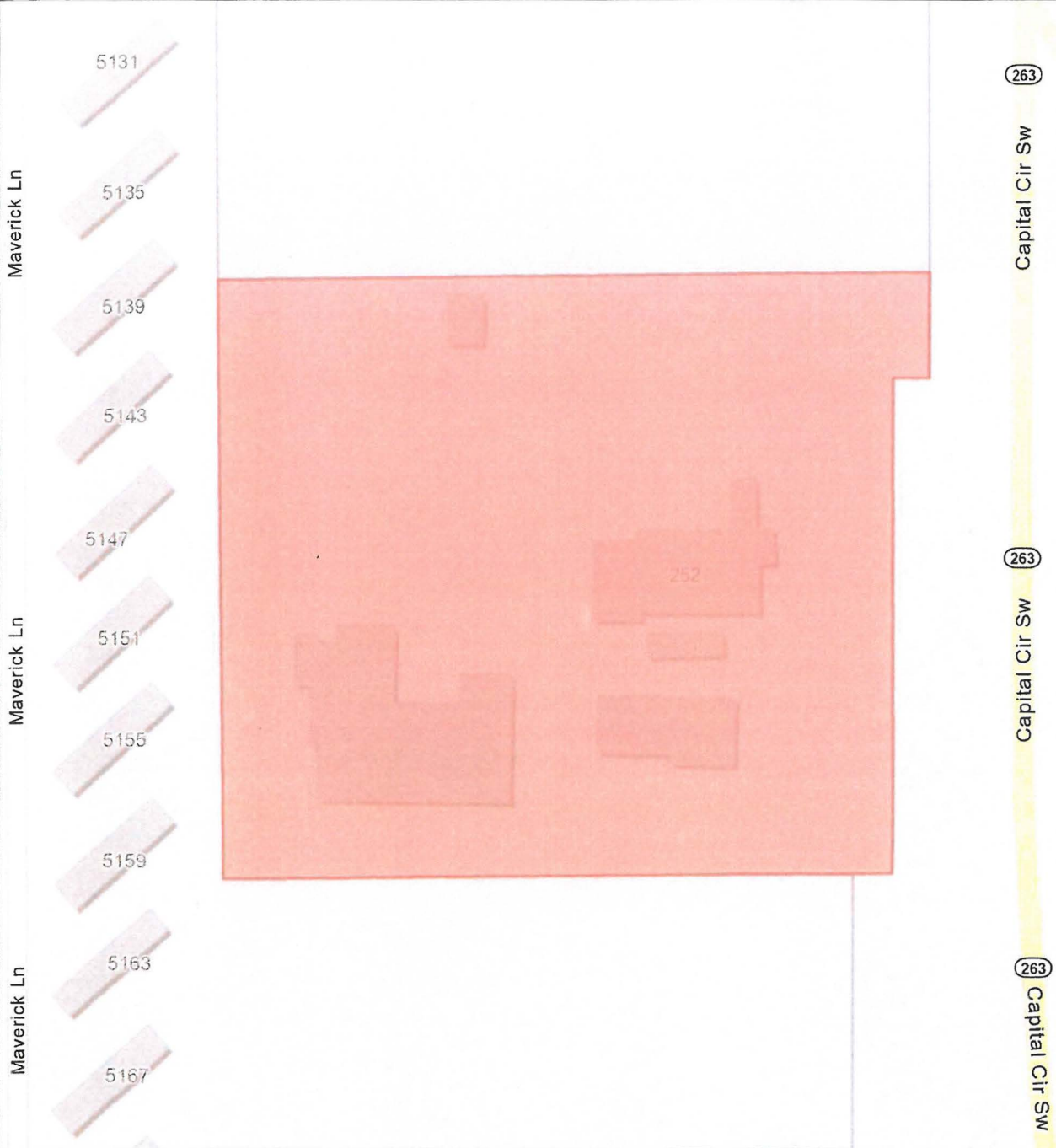
(Typed or Printed Name of Notary Public)

315 S. Calhoun St
Tallahassee, FL 32301

Bert Hartsfield, CFA
Leon County Property Appraiser



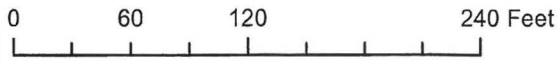
Phone - (850) 606-6200
www.leonpa.org



Parcel ID #21-30-20-406-000-0

Legend

Parcels	Hospital
River	Retail Center
Waterbody	Stadium
Buildings	School, College or University
Parks	City
	Unincorporated County



Date Drawn: Feb 20, 2014



DISCLAIMER: This product has been compiled from the most accurate source data from Leon County, the City of Tallahassee, and the Leon County Property Appraiser's Office. However, this product is for reference purposes only and is not to be construed as a legal document or survey instrument. Any reliance on the information contained herein is at the user's own risk. Leon County, the City of Tallahassee, and the Leon County Property Appraiser's Office assume no responsibility for any use of the information contained herein or any loss resulting therefrom.

WARRANTY DEED

THIS DEED made this 3rd day of October, 2006, by VICTOR F. STEYERMAN and LAWRENCE B. STEYERMAN, JR., hereinafter called the Grantors, to VICTOR F. STEYERMAN and SARA B. STEYERMAN, as CO-TRUSTEES FOR THE VICTOR F. STEYERMAN REVOCABLE TRUST, dated the 3rd day of October, 2006, whose address is 278 Holly Point Road, Freeport, FL 32439, and LAWRENCE B. STEYERMAN, JR., whose address is 160 Walker, Drive, Mary Esther, Florida 32569 hereinafter called the Grantees;

WITNESSETH:

That Grantors, for and in consideration of the sum of \$10.00, and other valuable considerations, receipt whereof being hereby acknowledged, hereby grant, bargain, sell, alien, remise, release, convey and confirm unto the Grantees, all that certain land situate in Leon County, Florida, to-wit:

A one-half undivided interest to each of Lawrence B. Steyerman, Jr., and VICTOR F. STEYERMAN and SARA B. STEYERMAN, as CO-TRUSTEES FOR THE VICTOR F. STEYERMAN REVOCABLE TRUST, dated October 3, 2006.

Parcel I.D. # 213020406000

Begin at the Northeast corner of the Southeast quarter of Section 30, Township 1 North, Range 1 West and run thence West 6 chains to a point, thence South 4.71 chains to a point, thence East 6 chains to a point on the Eastern Boundary line of said Section 30, thence North along the Eastern boundary line of said Section 30, 4.71 chains to the point of beginning; EXCEPTING, therefrom, the right of way of State Road No. 263; said trace containing 2.75 acres, more or less.

THIS IS NOT THE HOMESTEAD OF THE GRANTORS

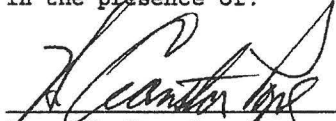
TOGETHER with all the tenements, hereditaments and appurtenances thereto belonging or in anywise appertaining.

TO HAVE AND TO HOLD in fee simple forever.

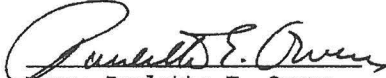
AND the Grantors hereby covenant with said Grantee that the Grantors are lawfully seized of said land in fee simple; that the Grantors have good right and lawful authority to sell and convey said land; that the Grantors hereby fully warrant the title to said land and will defend the same against the lawful claims of all persons whomsoever; and that said land is free of all encumbrances, except taxes accruing subsequent to December 31, 2005.

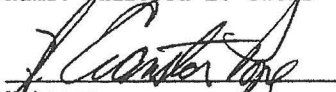
IN WITNESS WHEREOF, the said Grantors have signed and sealed these presents the day and year first above written.

Signed, sealed and delivered in the presence of:


Name: H. Cranston Pope

 (SEAL)
VICTOR F. STEYERMAN


Name: Pauletta E. Owens


Witness:

 (SEAL)
LAWRENCE B. STEYERMAN, JR.

H. Cranston Pope
Printed name of witness


Witness:

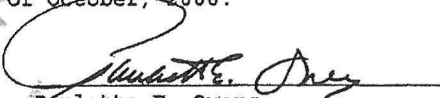
Pauletta E. Owens
Printed name of witness

STATE OF FLORIDA
COUNTY OF BAY

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State aforesaid and in the County aforesaid to take acknowledgments, personally appeared VICTOR F. STEYERMAN, who executed the foregoing instrument and who acknowledged before me that he executed the same for the purposes therein expressed.

WITNESS my hand and official seal in the County and State last aforesaid this 3rd day of October, 2006.

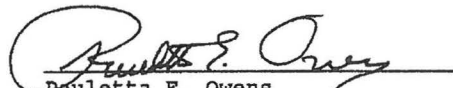
PAULETTA E. OWENS
Notary Public - State of Florida
My Commission Expires Aug. 20, 2010
Commission No. DD 579470


Pauletta E. Owens
Notary Public
My commission expires: 8/20/10

STATE OF FLORIDA
COUNTY OF BAY

I HEREBY CERTIFY that on this day, before me, an officer duly authorized in the State aforesaid and in the County aforesaid to take acknowledgments, personally appeared LAWRENCE B. STEYERMAN, JR., who executed the foregoing instrument and who acknowledged before me that they executed the same for the purposes therein expressed.

WITNESS my hand and official seal in the County and State last aforesaid this 27th day of October, 2006.


Pauletta E. Owens
Notary Public
My commission expires: 8/20/10

PAULETTA E. OWENS
Notary Public - State of Florida
My Commission Expires Aug. 20, 2010
Commission No. DD 579470

THIS DOCUMENT PREPARED BY:

H. Cranston Pope, J.D., LL.M.
Pope & Barloga, P.A.
438 N. Cove Boulevard
P.O. Box 1609
Panama City, FL 32402-1609



List of Property Owners within 500 Feet of 252 Capital Circle Southwest

	Tax ID #	Owner (1)	Owner (2)	Address	City, State	Zip
1	21-30-20-005-000-0	Martin, Harry T.	Martin, Mildred W.	3229 Storrington Dr.	Tallahassee, FL	32309
2	21-29-20-207-000-0	Aredian, LLC		P.O. Box 1508	Clearwater, FL	33757
3	21-30-20-002-005-0	RST Properties of N FL, LLC		P.O. Box 467	Tallahassee, FL	32302
4	21-30-20-002-004-0	Demercap, Inc.		3844 Kinderlou Forest	Valdosta, GA	31601
5	21-29-20-204-000-0	Trust Number One	Greenwood Motor Lines, Inc.	P.O. Box 8000	Wilmington, OH	45177
6	21-30-20-004-000-0	Martin, Harry T.	Martin, Mildred W.	3229 Storrington Dr.	Tallahassee, FL	32309
7	21-29-20-601-001-0	First Team Properties, LLC		265 Drivers Way	Hardeeville, SC	29927
8	21-30-20-415-000-0	Leon County		1907 S. Monroe St.	Tallahassee, FL	32301
9	21-30-20-406-000-0	Steyerman, Lawrence B. Jr.	Steyerman, Victor F. Revocable Trust	160 Walker Dr.	Mary Esther, FL	32569
10	21-29-20-202-000-0	Aredian, LLC		P.O. Box 1508	Clearwater, FL	33757
11	21-30-20-006-000-0	Leon County		1907 S. Monroe St.	Tallahassee, FL	32301
12	21-30-20-002-002-0	RST Properties of N FL, LLC		P.O. Box 467	Tallahassee, FL	32302
13	21-30-20-002-003-0	Sherman, George N.		P.O. Box 600653	San Diego, CA	92160
14	21-30-20-413-000-0	Lenora Johnson Corp.		2755 W. Tennessee St.	Tallahassee, FL	32304

List of Homeowner's Associations within 500 Feet of 252 Capital Circle Southwest

	Tax ID #	HOA Name	Agent	Address	City, State	Zip
1		Coalition of Neighborhood Assoc.	Attn: President	P.O. Box 1462	Tallahassee, FL	32302
2		Gum Rd. Neighborhood Assoc.	Cecile Joyner	P.O. Box 20029	Tallahassee, FL	32316
3	21-31-25- -000-0	Wolf Creek Homeowner's Assoc., Inc.	Ms. Marie Eddy	7113 Beech Ridge Trail, Suite 1	Tallahassee, FL	32312



MEMORANDUM



"People Focused. Performance Driven"

To: Turquoise James, Department of Management and Administration, Office of Budget and Policy

Through: Cherie Bryant, Planning Manager, Tallahassee-Leon County Planning Department

From: Dan Lucas, Senior Planner—Research, Tallahassee-Leon County Planning Department

Date: April 8, 2014

Subject: Consistency Review: Proposed Voluntary Annexation of Victor F. Steyerman Revocable Trust property, approximately 2.75+/- acres, located at 252 Capital Circle SW.

Staff has reviewed the proposed annexation of a property located at along the west side Capital Circle Southwest, south of its intersection with Tennessee Street. There is one parcel (tax identification number 21-30-20-406-000-0) proposed for annexation, zoned County Commercial Parkway (CP). Property Appraiser records indicate the property has four structures.

Staff finds the proposal consistent with the Comprehensive Plan, subject to the following provisions of Intergovernmental Element Policy 2.1.4 being adequately met:

- The annexation shall be implemented in accordance with the requirements of Chapter 171, Florida Statutes as set forth in Policy 2.1.4[I].
- The plan for each annexation shall be provided by the City Manager to the County Administrator, the County's Growth Management Director and the County Attorney at the time that it is provided to the City Commission, but no less than six (6) days before the first reading of the ordinance. All procedures for review and comment on the annexation as set forth in Policy 2.1.4[I] shall be followed.
- The City shall provide information as to how it will provide full urban services to the area to be annexed pursuant to Policy 2.1.1[I].
- A description of how land use compatibility will be ensured, pursuant to Policy 2.1.4(a)[I].
- A description of how facilities will be provided and by which entity, pursuant to Policy 2.1.4(b)[I].
- A description of how the level of service standards will be maintained consistent with the Comprehensive Plan, pursuant to Policy 2.1.4 (c)[I].
- The amount of any agreed upon water and/or sewer rebate that will be due to the petitioner, pursuant to Policy 2.1.4(d)[I].

The following is given as additional information related to this site:

Consistency Review: Proposed Voluntary Annexation of the Preserve at Buck Lake Subdivision
Page 2 of 2

- This property is in the Suburban land use category on the Future Land Use Map, which allows a density up to 20 dwelling units per acre.
- The current zoning on this property is County CP. The City's CP zoning district is comparable to County CP.
- The records of the Leon County Property Appraiser indicate the acreage proposed for annexation contains four structures.
- The adjoining parcel to the north is zoned City CP. Parcels to the east across Capital Circle SW are zoned County M-1. The parcel to the south is zoned County CP. The parcel to the west is zoned County MH (Seminole Mobile Home Park).

cc: Ryan Culpepper, Leon County Growth & Environmental Management Department

**Leon County
Board of County Commissioners**


Notes for Agenda Item #15

Leon County Board of County Commissioners

Cover Sheet for Agenda #15

May 27, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of the Proposed Improvements to Lafayette Street behind the Parkway Shopping Center (Phase IV)

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Tony Park, P.E., Director of Public Works and Community Development Katherine Burke, P.E., Director of Engineering Services
Lead Staff/ Project Team:	Charles Wu, P.E., Chief of Engineering Design Chris Muehlemann, P.E., Senior Design Engineer

Fiscal Impact:

This item has a fiscal impact. The proposed improvements will incur an estimated cost of \$372,313. Intersection and safety improvement capital funds are available to support this project.

Staff Recommendation:

- Option #1: Approve the proposed improvements to Lafayette Street behind the Parkway Shopping Center (Phase IV) (Attachment #1).
- Option #2: Approve the Budget Amendment Request realigning \$372,313 (Attachment #2).
- Option #3: Authorize the County Administrator to execute an Amendment to the Contract Agreement with Sandco, Inc. for the design and construction of Lafayette Street Improvements from Seminole Drive to Winchester Lane to include a cost not to exceed \$320,000 and a time extension, in a form approved by the County Attorney.
- Option #4: Authorize the County Administrator to execute a Supplemental Local Agency Program Agreement with Florida Department of Transportation to expand the scope of the improvements and to extend the Local Agency Program Agreement time, in a form approved by the County Attorney.

Report and Discussion

Background:

Lafayette Street from Suwannee Street to Winchester Lane is a major east/west corridor and is one of the gateways to Cascades Park, Governor Martin House and the historic Woodland Hills and Indian Head Acres Subdivisions (Attachment #3). The segment of Lafayette Street from Suwannee Street to the CSX Railroad Overpass was rebuilt as part of the Capital Cascade Park construction. Lafayette Street Phase II from CSX Railroad Overpass to Seminole Drive reconstruction was completed in March 2014; which included complete roadway reconstruction, enclosed drainage system, an eight-foot sidewalk, and new water main. Lafayette Street Phase III from Seminole Drive to Winchester Lane is currently under construction and consists of the same improvements as Phase II with the addition of landscaping, a new sanitary sewer main, and all associated utility relocation and adjustments.

Included in the current phase of construction, is the portion of Lafayette Street that houses the Parkway Shopping Center. The Parkway Shopping Center backs up to Lafayette Street and developed in the late 1950's, with the frontage towards Apalachee Parkway. Through time, the traffic has increased along Lafayette Street, as well as the visibility to the rear of the shopping center. The rear of the shopping center is used for delivery services, solid waste disposal and is not conducive for safe pedestrian use. These activities result in several trash dumpsters, recycle containers, and stacks of pallets, which are unsightly, a contrast to the improvements currently being constructed for Lafayette Street Phase III (Attachment #4).

In March 2013, the Lafayette Street Project Team (consisting of staff from Leon County Public Works, PLACE, City of Tallahassee Public Works, and City of Tallahassee Waste Management) was tasked to coordinate with NAI Talcor Property Management Company and local merchants to receive feedback on delivery access and solid waste collection so a conceptual plan for improvements could be developed. On May 2, 2013, a meeting with the merchants of the Parkway Shopping Center organized by NAI Talcor was conducted to review the current delivery services needs and solid waste collection methods. In this meeting, staff also shared examples of potential improvements.

After gathering feedback from the merchants and property management company on delivery services and solid waste collection, staff presented the findings to County Administration in July 2013. In this meeting, the Project Team was directed to develop a conceptual plan for review and approval. The Project Team with DesignWorks staff at PLACE's Design Studio led the effort and developed several concepts for review and comments. Based on the comments received, the conceptual plans were refined and presented to the business owners in the Parkway Shopping Center on April 30, 2014. Both the property management company and business owners at the meeting expressed interest and support for the proposed improvements. In addition, the property management company agreed to share the conceptual plan with the business owners absent from the meeting.

Analysis:

The Phase IV proposed improvements provide an opportunity to complete the gateway from Magnolia Drive which enhances and supports the considerable public investments already made in this corridor: Lafayette Street, Cascades Park, and Gaines Street. This proposed phase of the Lafayette Street project has created an opportunity to partner with the private sector and is reflected in the commitment of the owner to provide reinvestment in the plaza property. The logistics of proceeding now allow for the improvements to be completed with the least distribution to the public.

The Lafayette Street Improvements behind the Parkway Shopping Center (Phase IV) will provide enhanced landscaping, delivery pull out to the north side of Lafayette Street at the rear of the Parkway Shopping Center within Leon County Rights-of-Way, decorative fence, and a six foot sidewalk (Attachment #5). The proposed improvements will:

- Improve the ingress and egress onto Lafayette Street for delivery vehicles from the plaza; thereby providing for safer access
- Improve pedestrian flow and provide for a safe walking environment adjacent to the plaza
- Continue accommodating the business activities of the plaza, including the delivery and solid waste collection services
- Provide a “gateway” entry flowing from Lafayette into the Magnolia intersection
- Turning the area into an aesthetically appealing shopping district.

Based on the conceptual plan, staff developed a cost estimate of \$372,313, which includes CEI (construction, engineering, and inspection) services, construction costs, fencing and design elements (decorative banners).

In order to expedite the work for additional improvements, staff seeks Board approval to negotiate the final cost with the current Design-Build Team, as a change order to the existing contract, for the additional work not to exceed \$320,000, and authorize the County Administrator to execute the amendment to the Design-Build Contract. This amendment will include a time extension to the current contract. The estimated overall project completion date is the end of October 2014, weather permitting. This change order allows the currently mobilized contractor to complete the work, does not extend the boundaries of the project scope, and avoids any more unnecessary delays and disruptions to the corridor as the work is nearing completion.

The property management company, NAI Talcor, has expressed interest and support for the improvements behind the Parkway Shopping Center, and will enter into an agreement with Leon County to allow the construction work between the right-of-way line and the back of the Parkway Shopping Center buildings. The cost for said improvements outside the public right-of-way will be paid for by NAI Talcor. In addition, NAI Talcor will be responsible for the design and installation of the decorative banners, and the repainting of the rear of the shopping center.

On May 8, 2012, the Board approved a Local Agency Program (LAP) Agreement with FDOT for partial funding of the design and construction of Lafayette Street Improvements from Seminole Drive to Winchester Lane. The current LAP Agreement ends June 30, 2014. On December 10, 2013, the Board approved a supplemental LAP Agreement to receive additional funds for the reconstruction of Lafayette Street on the east side of Magnolia Drive. Because the current design-build contract will be amended to include the proposed improvements behind the Parkway Shopping Center with a time extension and expanded scope, a supplemental LAP agreement with FDOT is required. This item seeks Board approval to authorize the County Administrator to execute a Supplemental LAP Agreement with FDOT to expand the scope of the improvements and to extend the LAP Agreement time. In this Supplemental Agreement, FDOT will clearly state that all costs associated with the additional improvements will be paid by Leon County without any Federal or State funds.

Options:

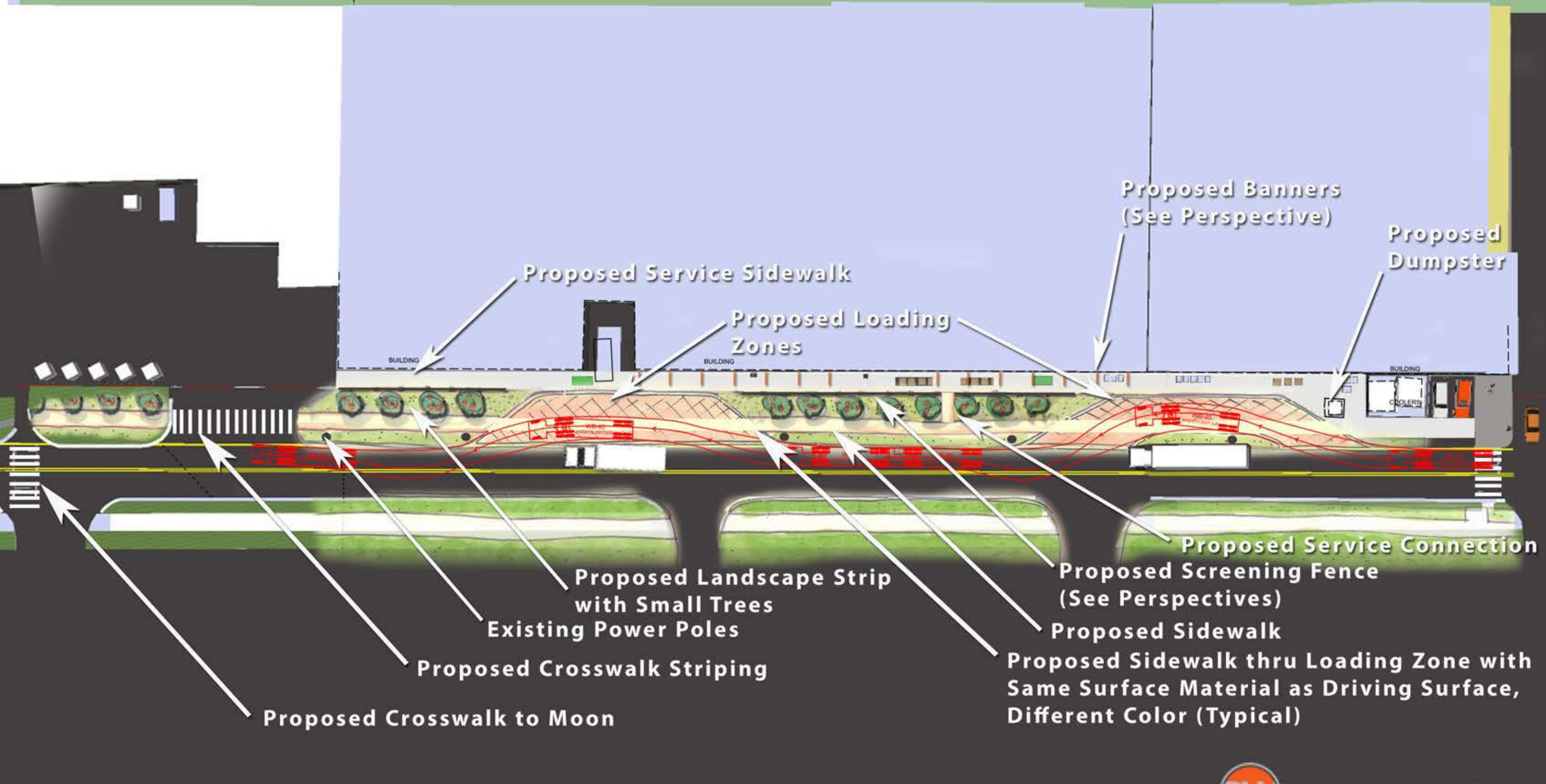
1. Approve the proposed improvements to Lafayette Street behind the Parkway Shopping Center (Phase IV) (Attachment #1).
2. Approve the Resolution and associated Budget Amendment Request realigning \$372,313 (Attachment #2).
3. Authorize the County Administrator to execute an Amendment to the Contract Agreement with Sandco, Inc. for the design and construction of Lafayette Street Improvements from Seminole Drive to Winchester Lane to include a cost not to exceed \$320,000, and a time extension, in a form approved by the County Attorney.
4. Authorize the County Administrator to execute a Supplemental Local Agency Program Agreement with Florida Department of Transportation to expand the scope of the improvements and to extend the Local Agency Program Agreement time, in a form approved by the County Attorney.
5. Board direction.

Recommendation:

Options #1, #2, #3, and #4.

Attachments:

1. Proposed Improvements to Lafayette Street behind the Parkway Shopping Center
2. Budget Amendment Request
3. Project Location Map
4. Current view of the area between the Parkway Shopping Center buildings and Lafayette Street
5. Rendering of proposed improvements



Proposed Service Sidewalk

Proposed Loading Zones

Proposed Banners
(See Perspective)

Proposed Dumpster

Proposed Service Connection

Proposed Landscape Strip
with Small Trees
Existing Power Poles

Proposed Screening Fence
(See Perspectives)

Proposed Sidewalk

Proposed Sidewalk thru Loading Zone with
Same Surface Material as Driving Surface,
Different Color (Typical)

Proposed Crosswalk Striping

Proposed Crosswalk to Moon

FISCAL YEAR 2013/2014
BUDGET AMENDMENT REQUEST

No: BAB14024
 Date: 5/9/2014

Agenda Item No: _____
 Agenda Item Date: 5/27/2014

County Administrator

Deputy County Administrator

 Vincent S. Long

 Alan Rosenzweig

Request Detail:

Revenues

<i>Fund</i>	<i>Org</i>	<i>Account Information</i>		<i>Title</i>	<i>Current Budget</i>	<i>Change</i>	<i>Adjusted Budget</i>
		<i>Acct</i>	<i>Prog</i>				

Subtotal: -

Expenditures

<i>Fund</i>	<i>Org</i>	<i>Account Information</i>		<i>Title</i>	<i>Current Budget</i>	<i>Change</i>	<i>Adjusted Budget</i>
		<i>Acct</i>	<i>Prog</i>				
				Intersection & Safety Improvements			
309	057001	56300	538	Improvement Other Than Buildings Lafayette Street	750,000	(372,313)	377,687
309	065001	56300	538	Improvements Other Than Buildings	3,382,630	372,313	3,754,943

Subtotal: 372,313

Purpose of Request:

This budget amendment realigns \$372,313 from the Intersection and Safety Improvement project to Lafayette Street behind the Parkway Shopping Center (Phase IV) project. These improvements provide enhanced landscaping, delivery pull out to the north side of Lafayette Street at the rear of the shopping center within Leon County right-of-way, decorative fence corridor and a six foot sidewalk. The proposed improvement will transform the area into a more aesthetically appealing shopping district.

Group/Program Director

 Senior Analyst

 Scott Ross, Director, Office of Financial Stewardship

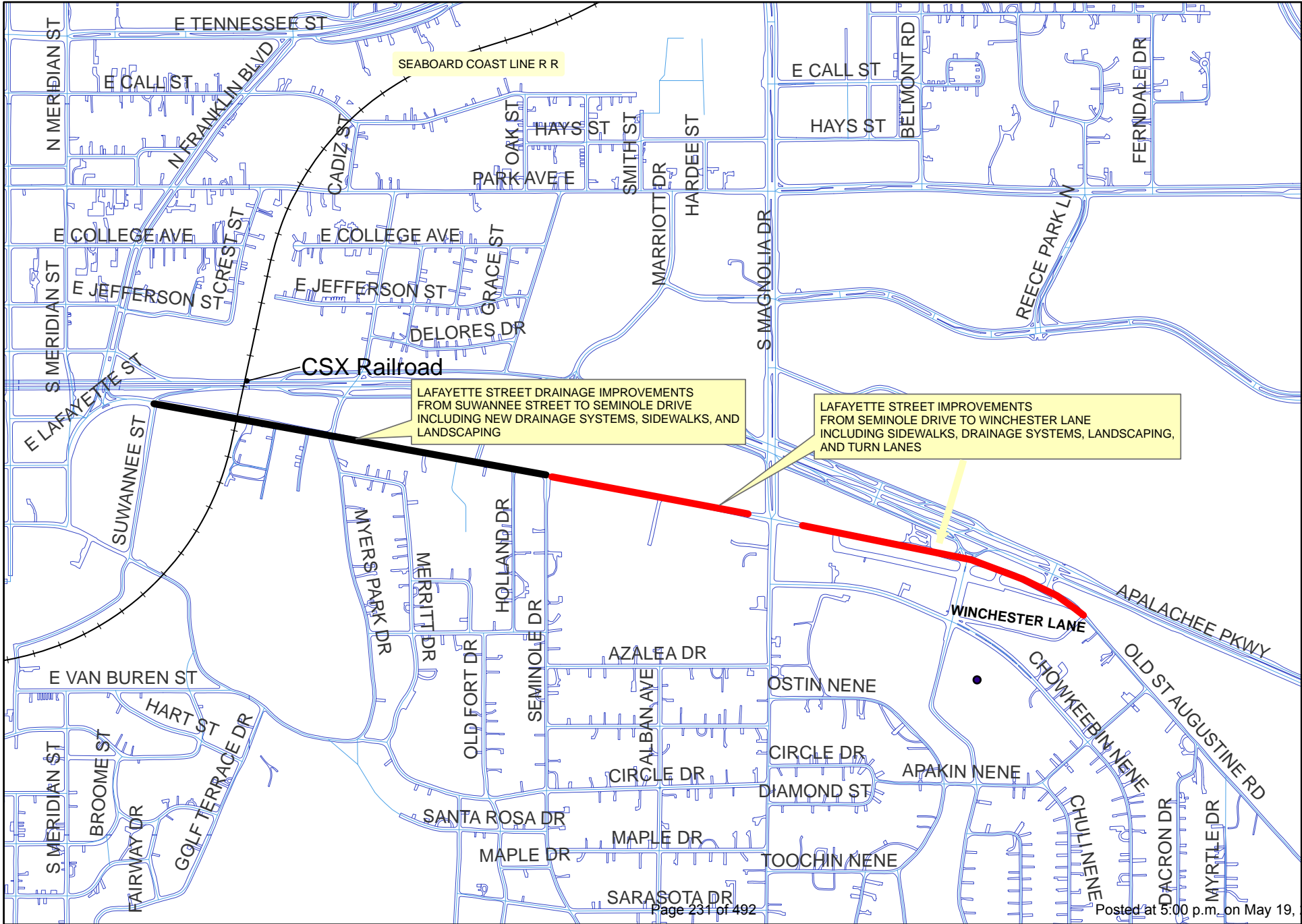
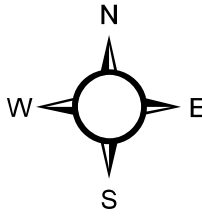
Approved By:

Resolution

Motion

Administrator

LAFAYETTE STREET IMPROVEMENTS LOCATION MAP







Lafayette Street Fence and Flag Design Sample

**Leon County
Board of County Commissioners**


Notes for Agenda Item #16

Leon County Board of County Commissioners

Cover Sheet for Agenda #16

May 27, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Approval of Agreement Awarding Bid to Locklear & Associates, Inc. on a Continuing-Supply Basis for Solid Waste Consulting and Engineering Services

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/ Division Review:	Alan Rosenzweig, Deputy County Administrator Maggie Theriot, Director, Resource Stewardship
Lead Staff/ Project Team:	Robert Mills, Director of Solid Waste

Fiscal Impact:

This item has been budgeted and adequate funding is available to support the activities required under the contract.

Staff Recommendation:

Option #1: Approve the Agreement awarding bid to Locklear & Associates, Inc. for Solid Waste Consulting and Engineering Services on a continuing-supply basis, and authorize the County Administrator to execute (Attachment #1).

Report and Discussion

Background:

The Florida Department of Environmental Protection (FDEP) Operating Permits issued for the Apalachee Parkway Solid Waste Management Facility and the Gum Road Transfer Station require that the County have an Engineer of Record whose duties include certifying air quality and groundwater monitoring reports. Additionally, engineering and consulting services are necessary on a task basis for specific scopes of work within the Solid Waste Management Division. The consulting engineer provides services such as conceptual studies, feasibility studies, preliminary assessments, cost estimates, construction, closure, post-closure, administration/management, and administration assistance. Additionally, the engineering firm will be responsible for conducting all of the Division's environmental monitoring, environmental assessment and remediation, including groundwater, air, and soil.

On May 13, 2014, the Board authorized staff to negotiate an Agreement with Locklear & Associates, Inc. for Solid Waste Consulting and Engineering Services.

Analysis:

Staff finalized negotiations, including a Labor Rate schedule. The negotiated rate structure can be accommodated within the current approved budget.

The Agreement will be for an initial period of two years, commencing, approximately, on June 1, 2014, and shall continue until May 31, 2016. After the initial two-year period, at the discretion of the County, the contract may be extended for no more than three additional one-year periods. Such one-year extensions will be automatic unless the County provides written notice of non-renewal to the Contractor, not less than thirty days prior to the expiration date of the then-current period.

Options:

1. Approve the Agreement awarding bid to Locklear & Associates, Inc. for Solid Waste Consulting and Engineering Services on a continuing-supply basis, and authorize the County Administrator to execute (Attachment #1).
2. Do not approve the Agreement awarding bid to Locklear & Associates, Inc. for Solid Waste Consulting and Engineering Services on a continuing-supply basis.
3. Board direction.

Recommendation:

Option #1.

Attachment:

1. Draft Agreement for Solid Waste Consulting and Engineering Services

AGREEMENT

THIS AGREEMENT, by and between LEON COUNTY, a charter county and a political subdivision of the State of Florida, hereinafter referred to as the "County" and LOCKLEAR & ASSOCIATES, INC., hereinafter referred to as the "Contractor."

WHEREAS, the County has determined that it would be in the best interest of the citizens of Leon County, Florida, that the County be able to utilize the services of private persons when such services cannot be reasonably provided by the County; and

WHEREAS, the County has determined that it would be better to contract for these services than to hire the necessary personnel to satisfy the needs of the County; and

WHEREAS, in order to secure the lowest cost for these services, the County has sought and received competitive bids from contractor for such services.

NOW, THEREFORE, the parties hereto agree as follows:

1. SERVICES TO BE PROVIDED

The Contractor hereby agrees to provide to the County financial advisory services related to Solid Waste Consulting and Engineering Services in accordance with: 1) Request for Proposal (RFP) Solid Waste Consulting and Engineering Services, RFP# BC-03-18-14-24 which is attached hereto and incorporated herein as Exhibit A, to the extent that it is not inconsistent with this Agreement; and 2) the Contractor's bid submission, which is attached hereto and incorporated herein as Exhibit B, to the extent that it is not inconsistent with this Agreement or with Exhibit A.

2. WORK

Any work to be performed shall be upon the written request of the County Administrator or his representative, which request shall set forth the commencing date of such work and the time within which such work shall be completed.

The performance of Leon County of any of its obligations under this Agreement shall be subject to and contingent upon the availability of funds lawfully expendable for the purposes of this Agreement for the current and any future periods provided for within the bid specifications.

3. TIME:

The Agreement shall be for a period of two (2) years, commencing on June 1, 2014, and shall continue until May 31, 2016. After the initial two (2) year period, at the sole option of the County, this Agreement may be extended for no more than three additional one (1) year periods. Such one (1) year extensions will be automatic unless the County provides written notice of non-renewal to the Contractor no less than thirty (30) days prior to the expiration date of the then current term.

4. CONTRACT SUM

The Contractor agrees that for the performance of the Services as outlined in Section 1 above, it shall be remunerated by the County according to the unit prices contained in the Contractor's bid proposal, Exhibit B, which is attached hereto.

5. PAYMENTS

The County shall make such payments within forty-five (45) days of submission and approval of invoice for services.

6. PROMPT PAYMENT INFORMATION REQUIREMENTS

All payments shall be made from an invoice. A numbered invoice document with date of invoice; reference of the County purchase order number; itemized listing of all goods and services being billed with unit prices and extended pricing; vendor's name, address, billing contact person information, and Federal tax identification number. The invoice must be properly addressed to the Division listed on the County purchase order and delivered to that address. Delivery to another County address will delay any action reference the invoice.

7. STATUS

The contractor at all times relevant to this Agreement shall be an independent contractor and in no event shall the Contractor nor any employees or sub-contractors under it be considered to be employees of Leon County.

8. INSURANCE

Contractor shall procure and maintain for the duration of the contract insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Contractor, his agents, representatives, employees or subcontractors. The cost of such insurance shall be included in the Contractor's bid.

A. Minimum Limits of Insurance. Contractor shall maintain limits no less than:

1. General Liability: \$1,000,000 combined single limit per occurrence for bodily injury, personal injury and property damage. If Commercial General Liability Insurance or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to this project/location or the general aggregate limit shall be twice the required occurrence limit.
2. Automobile Liability: \$1,000,000 combined single limit per accident for bodily injury and property damage. (Non-owned, Hired Car).
3. Workers' Compensation and Employers Liability: Insurance covering all employees meeting Statutory Limits in compliance with the applicable state and federal laws and Employer's Liability with a limit of \$500,000 per accident, \$500,000 disease policy limit, \$500,000 disease each employee. Waiver of Subrogation in lieu of Additional Insured is required.

B. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the County, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

C. Other Insurance Provisions The policies are to contain, or be endorsed to contain, the following provisions:

1. General Liability and Automobile Liability Coverages (County is to be named as Additional Insured).
 - a. The County, its officers, officials, employees and volunteers are to be covered as insureds as respects; liability arising out of activities performed by or on behalf of the Contractor, including the insured's general supervision of the Contractor; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protections afforded the

County, its officers, officials, employees or volunteers.

- b. The Contractor's insurance coverage shall be primary insurance as respects the County, its officers, officials, employees and volunteers. Any insurance of self-insurance maintained by the County, its officers, officials, employees or volunteers shall be excess of the Contractor's insurance and shall not contribute with it.
- c. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the county, its officers, officials, employees or volunteers.
- d. The Contractor's insurance shall apply separately to each insured against whom claims is made or suit is brought, except with respect to the limits of the insurer's liability.

2. All Coverages

Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the County.

- D. Acceptability of Insurers. Insurance is to be placed with insurers with a Best's rating of no less than A:VII.
- E. Verification of Coverage. Contractor shall furnish the County with certificates of insurance and with original endorsements effecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements are to be received and approved by the County before work commences. The County reserves the right to require complete, certified copies of all required insurance policies at any time.
- F. Subcontractors. Contractors shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

9. PERMITS

The Contractor shall pay for all necessary permits as required by law.

10. LICENSES

The Contractor shall be responsible for obtaining and maintaining his city or county occupational license and any licenses required pursuant to the laws of Leon County, the City of Tallahassee, or the State of Florida. Should the Contractor, by reason of revocation, failure to renew, or any other reason, fail to maintain his license to operate, the contractor shall be in default as of the date such license is lost.

11. ASSIGNMENTS

This Agreement shall not be assigned or sublet as a whole or in part without the written consent of the County nor shall the contractor assign any monies due or to become due to him hereunder without the previous written consent of the County.

12. INDEMNIFICATION

The Contractor shall indemnify and hold harmless the County, its officials, officers and employees from and against all liabilities, damages, losses, and costs, including, but not limited to, reasonable attorney's fee, to the extent caused by negligence, recklessness, or intentionally wrongful conduct of the Contractor and other persons employed or utilized by the Contractor in the performance of this agreement.

The County may, at its sole option, defend itself or require the Contractor to provide the defense. The Contractor acknowledges that the sum of ten dollars (\$10.00) of the amount paid to the Contractor constitutes sufficient consideration for the Contractor's indemnification of the County, its officials, officers and employees..

The Contractor shall be liable to the County for any reasonable costs incurred by it to correct, modify, or redesign any portion of the project, which is the subject of the services provided under this Agreement, that is found to be defective or not in accordance with this Agreement, as a result and to the extent caused by the negligence, recklessness, or intentional wrongful conduct on the part of the Contractor and other persons employed or utilized by the Contractor in the performance of this Agreement.

13. AUDITS, RECORDS, AND RECORDS RETENTION

The Contractor agrees:

- a. To establish and maintain books, records, and documents (including electronic storage media) in accordance with generally accepted accounting procedures and practices, which sufficiently and properly reflect all revenues and expenditures of funds provided by the County under this Agreement.
- b. To retain all client records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this Agreement for a period of five (5) years after termination of the Agreement, or if an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings or any litigation which may be based on the terms of this Agreement.
- c. Upon completion or termination of the Agreement and at the request of the County, the Contractor will cooperate with the County to facilitate the duplication and transfer of any said records or documents during the required retention period as specified in paragraph 1 above.
- d. To assure that these records shall be subject at all reasonable times to inspection, review, or audit by Federal, state, or other personnel duly authorized by the County.
- e. Persons duly authorized by the County and Federal auditors, pursuant to 45 CFR, Part 92.36(l)(10), shall have full access to and the right to examine any of provider's Agreement and related records and documents, regardless of the form in which kept, at all reasonable times for as long as records are retained.
- f. To include these aforementioned audit and record keeping requirements in all approved subcontracts and assignments.

14. MONITORING

To permit persons duly authorized by the County to inspect any records, papers, documents, facilities, goods, and services of the provider which are relevant to this Agreement, and interview any clients and employees of the provider to assure the County of satisfactory performance of the terms and conditions of this Agreement.

Following such evaluation, the County will deliver to the provider a written report of its findings and will include written recommendations with regard to the provider's performance of the terms and conditions of this Agreement. The provider will correct all noted deficiencies identified by the County within the specified period of time set forth in the recommendations. The provider's failure to correct noted deficiencies may, at the sole and exclusive discretion of the County, result in any one or any combination of the following: (1) the provider being deemed in breach or default of this Agreement; (2) the withholding of payments to the provider by the County; and (3) the termination of this Agreement for cause.

15. TERMINATION

Leon County may terminate this Agreement without cause, by giving the Contractor thirty (30) days written notice of termination. Either party may terminate this Agreement for cause by giving the other party hereto thirty (30) days written notice of termination. The County shall not be required to give Contractor such thirty (30) day written notice if, in the opinion of the County, the Contractor is unable to perform its obligations hereunder, or if in the County's opinion, the services being provided are not satisfactory. In such case, the County may immediately terminate the Agreement by mailing a notice of termination to the Contractor.

16. PUBLIC ENTITY CRIMES STATEMENT

In accordance with Section 287.133, Florida Statutes, Contractor hereby certifies that to the best of his knowledge and belief neither Contractor nor his affiliates has been convicted of a public entity crime. Contractor and his affiliates shall provide the County with a completed public entity crime statement form no later than January 15 of each year this Agreement is in effect. Violation of this section by the Contractor shall be grounds for cancellation of this Agreement by Leon County.

17. UNAUTHORIZED ALIEN(S)

The Contractor agrees that unauthorized aliens shall not be employed nor utilized in the performance of the requirements of this solicitation. The County shall consider the employment or utilization of unauthorized aliens a violation of Section 274A(e) of the Immigration and Naturalization Act (8 U.S.C. 1324a). Such violation shall be cause for unilateral termination of this Agreement by the County.

18. NON-WAIVER

Failure by the County to enforce or insist upon compliance with any of the terms or conditions of this Agreement or failure to give notice or declare this Agreement terminated shall not constitute a general waiver or relinquishment of the same, or of any other terms, conditions or acts; but the same shall be and remain at all times in full force and effect.

19. DELAY

No claim for damages or any claim other than for an extension of time shall be made or asserted against the County by reason of any delays. The Contractor shall not be entitled to an increase in the contract sum or payment or compensation of any kind from the County for direct, indirect, consequential, impact or other costs, expenses or damages, including but limited to costs of acceleration or inefficiency, arising because of delay, disruption, interference or hindrance from any cause whatsoever, whether such delay, disruption, interference or hindrance be reasonable or unreasonable, foreseeable or unforeseeable, or avoidable or unavoidable; provided, however, that this provision shall not preclude recovery of damages by the Contractor for hindrances or delays due solely to fraud, bad faith, or active interference on the part of the County or its agents. Otherwise, the Contractor shall be entitled only to extensions of the contract time as the sole and exclusive remedy for such resulting delay, in accordance with and to the extent specifically provided above.

20. REVISIONS

In any case where, in fulfilling the requirements of this Agreement or of any guarantee, embraced in or required thereby it is necessary for the Contractor to deviate from the requirements of the bid, Contractor shall obtain the prior written consent of the County.

21. VENUE

Venue for all actions arising under this Agreement shall lie in Leon County, Florida.

22. CONSTRUCTION

The validity, construction, and effect of this Agreement shall be governed by the laws of the State of Florida.

23. CONFLICTING TERMS AND CONDITIONS

In the instance that any other agreement exists concerning the matters herein, then the terms and conditions in this Agreement shall prevail over all other terms and conditions.

ATTACHMENTS

Exhibit A – RFP Document
Exhibit B - Vendors Response
Exhibit C - Tab Sheet

The remainder of this page intentionally left blank.

DRAFT

WHERETO, the parties have set their hands and seals effective the date whereon the last party executes this Agreement.

LEON COUNTY, FLORIDA

PUBLIC FINANCIAL MANAGEMENT

By: _____
Vincent S. Long
County Administrator

By: _____
President or designee

Date: _____

Title: _____

Date: _____

ATTEST:
Bob Inzer, Clerk of the Circuit Court & Comptroller
Leon County, Florida

BY: _____

Approved as to Form:
Leon County Attorney's Office

BY: _____
Herbert W. A. Thiele, Esquire
County Attorney

DRAFT



REQUEST FOR PROPOSALS
FOR
SOLID WASTE CONSULTING AND ENGINEERING
SERVICES

PROPOSAL NUMBER BC-03-18-14-24

BOARD OF COUNTY COMMISSIONERS
LEON COUNTY, FLORIDA

Release Date: February 16, 2014

I. INTRODUCTION

Leon County is soliciting proposals to furnish environmental engineering and solid waste management consulting and engineering services to the Leon County Division of Solid Waste Management. The resulting agreement shall provide for issuance of individual Task Orders based on specific scopes of work. Task Orders will be individually negotiated based on a Fee Schedule and any additional negotiated services required within the scope of work. The Firm will serve as the "Engineer of Record" for all permits and reports primarily to the Florida Department of Environmental Protection. However, there may be other requirements of other agencies not specifically listed that may require documentation during the term of the agreement that the successful vendor shall be responsible to complete.

Leon County reserves the right to negotiate with the successful vendor for any related items not specifically listed in the bid document.

It is the intent of Leon County to enter into a continuing services contract with the successful vendor (s). The initial agreement shall be for two (2) years from date of award with possible extensions.

II. GENERAL INSTRUCTIONS:

A. Response Address: The response to the proposal should be submitted in a sealed envelope/package addressed in the following manner:

*BC-03-18-14-24
 Purchasing Division
 1800-3 N. Blair Stone Road
 Tallahassee, FL 32308*

B. Proposal Copies: **One ORIGINAL, five (5) copies and one electronic copy** of the Response ("Proposal") must be furnished on or before the deadline. Responses will be retained as property of the County. **The ORIGINAL of your reply must be clearly marked "Original" on its face and must contain an original, non-electronic signature of an authorized representative of the responding firm or individual**, all other copies may be photocopies and should be printed double-sided. The contents of the proposal of the successful Proposer will become part of the contractual obligations.

C. Schedule of Events: Below in Table 1 is the current schedule of the events that will take place as part of this solicitation. Leon County reserves the right to make changes or alterations to the schedule as the Leon County determines is in the best interest of the public. If any changes to the Schedule of Events are made, Leon County will post the changes on the Leon County website either as a public meeting notice, or as an addendum, as applicable. **It is the responsibility of Registered Planholders and other interested persons and parties to review the Purchasing Division's website to stay informed of the Schedule of Events, addenda to the RFP, and public meetings.** The website addresses follow:

Addenda: <http://www.leoncountyfl.gov/Purchasing/Addenda>

Public Meetings: <http://www.leoncountyfl.gov/Purchasing/PublicMeetingNotices>

Table 1 - Schedule of Events	
Date and Time (all eastern time)	Event
February 16, 2014	Release of the RFP
February 24, 2014	DEADLINE FOR PRE-PROPOSAL MEETING QUESTIONS: Date and time by which Pre-Proposal Meeting questions must be received by Leon County
	PRE-PROPOSAL MEETING (MANDATORY):

February 26, 2014 10:00 AM	Date and time the MANDATORY Pre-Proposal Meeting will be held at the Leon County Solid Waste Management Facility, 7550 Apalachee Parkway, Tallahassee, FL 32308. This will be a public meeting that the public is invited to attend.
March 6, 2014	QUESTIONS/INQUIRIES DEADLINE: Date and time by which written questions and inquiries regarding the RFP must be received by the Leon County Purchasing Division via e-mail submittal to Shelly Kelley at kelleys@leoncountyfl.gov and Don Tobin at tobind@leoncountyfl.gov Respondents are requested to send the e-mail to both representatives.
March 18, 2014 2:00 PM	OPENING DATE: Date and time by which Proposals must be received by the Leon County Purchasing Division, located at 1800-3 North Blair Stone Road, Tallahassee, FL 32308

- D. **Pre-Proposal Meeting:** A Pre-Proposal Meeting will be held at the date, time and location identified in the Schedule of Events. Respondent's attendance at the Pre-Proposal Meeting is MANDATORY. The Pre-Proposal Meeting will be a public meeting that the public is invited to attend either physically in person, or by dialing into an audio conference, at their option. Instructions for conferencing in will be provided as part of the public meeting notice, which will be posted on the website listed above for public meetings no less than 72 hours in advance of the Pre-Proposal Meeting. **All questions of Respondents to be discussed at the Pre-Proposal meeting must be submitted in writing by the deadline identified in the Schedule of Events as the Deadline for Pre-Proposal Meeting Questions. Such questions shall be e-mailed to:** Shelly Kelley at kelleys@leoncountyfl.gov and Don Tobin at tobind@leoncountyfl.gov.

The purpose of the Pre-Proposal Meeting is to provide a forum to answer questions concerning the RFP, instructions for submitting Proposals, and other relevant issues. In the event that any discussions or questions at the Pre-Proposal Meeting require, in the Leon County's opinion, official additions, deletions, or clarifications of the RFP, Leon County will issue a written summary of questions and answers or an addendum to this RFP as the Leon County determines is appropriate. No oral representations or discussions, which take place at the Pre-Proposal Meeting, will be binding on Leon County. The Respondents will be instructed to direct all questions after the meeting to Leon County Purchasing Division.

During and after the Pre-Proposal Meeting, it is the responsibility of the Purchasing Division to ensure that Registered Planholders develop their Proposal with the same information. If a Registered Planholder receives information from Leon County relating to the RFP prior to the information cutoff date, Leon County will ensure that all Registered Planholders receive the same information in a timely fashion.

- E. **Information:** Any questions concerning the request for proposal process, required submittals, evaluation criteria, proposal schedule, and selection process should be directed to Shelly W. Kelley and Don Tobin at (850) 606-1600; FAX (850) 606-1601; or e-mail at kelleys@leoncountyfl.gov and tobind@leoncountyfl.gov. **Vendors are requested to send such requests to both representatives of the Purchasing Division.** Email inquiries are preferred.

Each Vendor shall examine the request for proposal documents carefully; and, no later than seven days prior to the date for receipt of proposals, he shall make a written request to the County for interpretations or corrections of any ambiguity, inconsistency or error which he may discover. All interpretations or corrections will be issued as addenda. The County will not be responsible for oral clarifications. No negotiations, decisions or actions shall be initiated or executed by the proposer as a result of any discussions with any County employee prior to the opening of proposals. Only those communications which are in writing from the County may be considered as a duly authorized expression on the behalf of the Board. Also, only communications from firms which are in writing and signed will be recognized by the Board as

duly authorized expressions on behalf of proposers.

F. Prohibited Communications: Any Form of communication, except for written communication with the Purchasing Division requesting clarifications or questions, shall be prohibited regarding a particular request for proposal, request for qualification, bid, or any other competitive solicitation between:

1. Any person or person's representative seeking an award from such competitive solicitation; and
2. Any County Commissioner or Commissioner's staff, or any county employee authorized to act on behalf of the Commission to award a particular contract.

For the purpose of this section, a person's representative shall include, but not be limited to, the person's employee, partner, officer, director, consultant, lobbyist, or any actual or potential subcontractor or consultant of the person.

The prohibited communication shall be in effect as of the release of the competitive solicitation and terminate at the time the Board, or a County department authorized to act on behalf of the Board, awards or approves a contract, rejects all bids or responses, or otherwise takes action which ends the solicitation process.

The provisions of this section shall not apply to oral communications at any public proceeding, including pre-bid conferences, oral presentations before selection committees, contract negotiations during any public meetings, presentations made to the Board, and protest hearings. Further, the provisions of this section shall not apply to contract negotiations between any employee and the intended awardee, any dispute resolution process following the filing of a protest between the person filing the protest and any employee, or any written correspondence with any employee, County Commissioner, or decision-making board member or selection committee member, unless specifically prohibited by the applicable competitive solicitation process.

The penalties for an intentional violation of this article shall be those specified in §125.69(1), Florida Statutes, as amended, and shall be deemed supplemental to the penalties set forth in Section 1-9 of the Code of Laws, Leon County, Florida.

G. Special Accommodation: Any person requiring a special accommodation at a Pre-Proposal Conference or Bid/RFP opening because of a disability should call the Division of Purchasing at (850) 606-1600 at least five (5) workdays prior to the Pre-Proposal Conference or Bid/RFP opening. If you are hearing or speech impaired, please contact the Purchasing Division by calling the County Administrator's Office using the Florida Relay Service which can be reached at 1(800) 955-8771 (TDD).

H. Proposer Registration: Proposers who obtain solicitation documents from sources other than the Leon County Purchasing Division or DemandStar.com MUST officially register with the County Purchasing Division in order to be placed on the planholders list for the solicitation. This list is used for communications from the County to prospective Proposers. Also, Proposers should be aware that solicitation documents obtained from sources other than those listed above may be drafts, incomplete, or in some other fashion different from the official solicitation document(s). Failure to register as a prospective Proposer through the Purchasing Division or online through DemandStar.com may cause your submittal to be rejected as non-responsive.

As a convenience to vendors, Leon County has made available via the internet lists of all registered planholders for each bid or request for proposals. The information is available online at <http://www.leoncountyfl.gov/Purchasing/Bid.asp> by simply clicking the planholder link to the right of the respective solicitation. A listing of the registered vendors with their telephone and fax numbers is designed to assist vendors in preparation of their responses.

- I. Proposal Deadline: Your Proposal prepared in response to this RFP must be received by the Purchasing Division at the above listed address no later than the Opening Date (date and time), as identified in the Schedule of Events, to be considered.
- J. Receipt and Opening of Vendor Responses: Vendor responses will be opened publicly at the date and time identified in the Schedule of Events as the Opening Date. A tabulation sheet of timely received Proposals will be made public and will be posted on the Purchasing Division website at: <http://www.leoncountyfl.gov/Purchasing/TabulationSheets>. A vendor may request, in their submittal, a copy of the tabulation sheet to be mailed in a vendor provided, stamped self-addressed envelope for their record.

Responses to the RFP received prior to the time of opening will be secured unopened. The Purchasing Agent, whose duty it is to open the responses, will decide when the specified time has arrived and no proposals received thereafter will be considered. The Purchasing Agent will not be responsible for the premature opening of a proposal not properly addressed and identified by Proposal number on the outside of the envelope/package.

Sealed bids, proposals, or replies received by the County pursuant to a competitive solicitation are exempt from public records disclosure until such time as the County posts an intended decision or until 30 days after opening of the documents, whichever is earlier.

- K. Timely Delivery: It is the Proposers responsibility to assure that the proposal is delivered at the proper time and location. Responses received after the scheduled receipt time will be marked "TOO LATE." Late proposals may be returned unopened to the vendor.
- L. Preparation Costs: The County is not liable for any costs incurred by Respondents prior to the issuance of an executed contract.
- M. Interviews: Firms responding to this RFP must be available for interviews by County staff and/or the Board of County Commissioners if so directed.
- N. Preparation and Changes: Proposal must be typed or printed in ink. All corrections made by the Proposer prior to the opening must be initialed and dated by the Proposer. No changes or corrections will be allowed after proposals are opened.
- O. Reservation of Rights: The County reserves the right to reject any and/or all proposals, in whole or in part, when such rejection is in the best interest of the County. Further, the County reserves the right to withdraw this solicitation at any time prior to final award of contract.
- P. Cancellation: The contract may be terminated by the County without cause by giving a minimum of thirty (30) days written notice of intent to terminate. Contract prices must be maintained until the end of the thirty (30) day period. The County may terminate this agreement at any time as a result of the contractor's failure to perform in accordance with these specifications and applicable contract. The County may retain/withhold payment for nonperformance if deemed appropriate to do so by the County.
- Q. Public Entity Crimes Statement: A person or affiliate who has been placed on the convicted vendor list following a conviction for a public entity crime may not submit a bid on a contract to provide any goods or services to a public entity, may not submit a bid on a contract with a public entity for the construction or repair of a public building or public work, may not submit bids on leases of real property to a public entity, may not be awarded or perform work as a contractor, subcontractor, or consultant under a contract with any public entity, and may not transact business with any public entity in excess of the threshold amount provided in Section 287.017, for CATEGORY TWO for a period of 36 months from the date of being placed on the convicted vendor list. By submission of a proposal in response to this solicitation, the proposer certifies compliance with the above requirements as stated in Section 287.133, Florida Statutes.
- R. Certification Regarding Debarment, Suspension, and Other Responsibility Matters: The prospective primary participant must certify to the best of its knowledge and belief, that it and its

principals are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency and meet all other such responsibility matters as contained on the attached certification form.

- S. Licenses and Registrations: The contractor shall be responsible for obtaining and maintaining throughout the contract period his or her city occupational license and any licenses required pursuant to the laws of Leon County, the City of Tallahassee, or the State of Florida.

If the contractor is operating under a fictitious name as defined in Section 865.09, Florida Statutes, proof of current registration with the Florida Secretary of State **shall be submitted** with the bid. A business formed by an attorney actively licensed to practice law in this state, by a person actively licensed by the Department of Business and Professional Regulation or the Department of Health for the purpose of practicing his or her licensed profession, or by any corporation, partnership, or other commercial entity that is actively organized or registered with the Department of State **shall submit** a copy of the current licensing from the appropriate agency and/or proof of current active status with the Division of Corporations of the State of Florida or such other state as applicable.

Failure to provide the above required documentation may result in the proposal being determined as non-responsive.

- T. Audits, Records, and Records Retention:

The Contractor shall agree:

1. To establish and maintain books, records, and documents (including electronic storage media) in accordance with generally accepted accounting procedures and practices, which sufficiently and properly reflect all revenues and expenditures of funds provided by the County under this contract.
2. To retain all client records, financial records, supporting documents, statistical records, and any other documents (including electronic storage media) pertinent to this contract for a period of five (5) years after termination of the contract, or if an audit has been initiated and audit findings have not been resolved at the end of five (5) years, the records shall be retained until resolution of the audit findings or any litigation which may be based on the terms of this contract.
3. Upon completion or termination of the contract and at the request of the County, the Contractor will cooperate with the County to facilitate the duplication and transfer of any said records or documents during the required retention period as specified in paragraph 1 above.
4. To assure that these records shall be subject at all reasonable times to inspection, review, or audit by Federal, state, or other personnel duly authorized by the County.
5. Persons duly authorized by the County and Federal auditors, pursuant to 45 CFR, Part 92.36(l)(10), shall have full access to and the right to examine any of provider's contract and related records and documents, regardless of the form in which kept, at all reasonable times for as long as records are retained.
6. To include these aforementioned audit and record keeping requirements in all approved subcontracts and assignments.

- U. Monitoring:

To permit persons duly authorized by the County to inspect any records, papers, documents,

facilities, goods, and services of the provider which are relevant to this contract, and interview any clients and employees of the provider to assure the County of satisfactory performance of the terms and conditions of this contract.

Following such evaluation, the County will deliver to the provider a written report of its findings and will include written recommendations with regard to the provider's performance of the terms and conditions of this contract. The provider will correct all noted deficiencies identified by the County within the specified period of time set forth in the recommendations. The provider's failure to correct noted deficiencies may, at the sole and exclusive discretion of the County, result in any one or any combination of the following: (1) the provider being deemed in breach or default of this contract; (2) the withholding of payments to the provider by the County; and (3) the termination of this contract for cause.

V. Local Preference in Purchasing and Contracting:

1. Preference in requests for proposals. In purchasing of, or letting of contracts for procurement of, personal property, materials, contractual services, and construction of improvements to real property or existing structures for which a request for proposals is developed with evaluation criteria, a local preference of the total score may be assigned for a local preference, as follows:
 - a) Individuals or firms which have a home office located within Leon, Gadsden, Wakulla, or Jefferson County, and which meet all of the criteria for a local business as set forth in this section, shall be given a preference in the amount of five percent.
 - b) Individuals or firms which do not have a home office located within Leon, Gadsden, Wakulla, or Jefferson County, and which meet all of the criteria for a local business as set forth in this article, shall be given a preference in the amount of three percent.
2. Local business definition. For purposes of this section, "local business" shall mean a business which:
 - a) Has had a fixed office or distribution point located in and having a street address within Leon, Gadsden, Wakulla, or Jefferson County for at least six (6) months immediately prior to the issuance of the request for competitive bids or request for proposals by the County; and
 - b) Holds any business license required by Leon County, and, if applicable, the City of Tallahassee; and
 - c) Is the principal offeror who is a single offeror; a business which is the prime contractor and not a subcontractor; or a partner or joint venturer submitting an offer in conjunction with other businesses.
3. Certification. Any vendor claiming to be a local business as defined herein, shall so certify in writing to the Purchasing Division. The certification shall provide all necessary information to meet the requirements set forth above. The Local Vendor Certification Form is enclosed. The purchasing agent shall not be required to verify the accuracy of any such certifications, and shall have the sole discretion to determine if a vendor meets the definition of a "local business."

- W. Addenda To Specifications: If any addenda are issued after the initial specifications are released, the County will post the addenda on the Leon County website at <http://www.co.leon.fl.us/purchasing/addenda>. For those projects with separate plans, blueprints, or other materials that cannot be accessed through the internet, the Purchasing Division will make a good faith effort to ensure that all registered bidders (those vendors who have been registered as receiving a bid package) receive the documents. It is the responsibility of the vendor prior to submission of any proposal to check the above website or contact the Leon County Purchasing Division at (850) 606-1600 to verify any addenda issued. The receipt

of all addenda must be acknowledged on the response sheet.

- X. Unauthorized Alien(s): The Contractor agrees that unauthorized aliens shall not be employed nor utilized in the performance of the requirements of this solicitation or any work authorized thereunder. The County shall consider the employment or utilization of unauthorized aliens a violation of Section 274A(e) of the Immigration and Naturalization Act (8 U.S.C. 1324a). Such violation shall be cause for unilateral termination of this Agreement by the County. As part of the response to this solicitation, please complete and submit the attached form "AFFIDAVIT CERTIFICATION IMMIGRATION LAWS."
- Y. Award of RFP and Protest: The proposal will be awarded as soon as possible to the responsive, responsible respondent(s) who rank highest in the evaluation process, unless otherwise stated elsewhere in this document. The County reserves the right to waive any informality in proposals and to award a proposal in whole or in part when either or both conditions are in the best interest of Leon County.

Notice of the Intended Decision will be posted on the Leon County website at: <http://www.leoncountyfl.gov/purchasing/IntendedDecision> for a period of seventy-two (72) consecutive hours, which does not include weekends or County observed holidays. Any Bidder/Respondent who desires to protest the Intended Decision must file a notice of intent to protest in writing within seventy-two (72) hours after the posting of the Notice of Intended Decision. Any bid award recommendation may be protested on the grounds of irregularities in the specifications, bid procedure, or the evaluation of the bid. Such notice of intent of bid protest shall be made in writing to the Purchasing Director, 1800-3 Blair Stone Road, Tallahassee, Florida 32308.

Protestor shall file a formal written bid protest within 10 days after the date in which the notice of intent of bid protest has been submitted. Failure to file a notice of intent of bid protest or failure to file a formal written bid protest shall constitute a waiver of all rights granted under this section. The vendor shall be responsible for inquiring as to any and all award recommendation/postings.

Should concerns or discrepancies arise during the bid process, vendors are encouraged to contact the Purchasing Division prior to the scheduled bid opening. Such matters will be addressed and/or remedied prior to a bid opening or award whenever practically possible. Vendors are not to contact departments or divisions regarding the vendor complaint.

- Z. Errors and Omissions: The County and its representatives shall not be responsible for any errors or omission in the RFP. Due care and diligence has been exercised in the preparation of this RFP, and all information contained herein is believed to be substantially correct. Information is subject to review by the successful proposer.

AA. WORK

Contractor understands that no amount of work is guaranteed to it nor is the County under an obligation to utilize the services of the Contractor in those instances where the work to be performed can be done by County personnel or under separate contract. Any work to be performed shall be upon the written request of the County Administrator or his representative, which request shall set forth the commencing date of such work and the time within which such work shall be completed.

AB. TIME:

The contract shall be for a period of two (2) years, commencing approximately on April 1, 2014, and shall continue until March 31, 2016. After the initial two (2) year period, at the discretion of the County, the contract may be extended for no more than three additional one (1) year periods. Such one (1) year extensions will be automatic unless the County provides written notice of non-renewal to the Contractor no less than thirty (30) days prior to the expiration date of the then-current period.

SCOPE OF SERVICES:

A. Background

The Leon County Division of Solid Waste Management operates as an Enterprise Fund. The Division operates the Apalachee Solid Waste Management Facility; four rural waste drop-off centers (Rural Waste Service Centers); and a solid waste transfer station. The Division also manages an exclusive franchise agreement for single-family residential and commercial waste collection in the unincorporated area.

The Apalachee Solid Waste Management Facility (SWMF) is comprised of a single set of truck scales with attended scale house; A mixture of active and inactive Class I and Class III cells; waste tire management; metals and appliances recycling; electronics recycling; yard trash mulching operation; Household Hazardous Waste (HHW) Collection Center; Administrative offices; a learning center; a fueling station; and a heavy equipment service bay. Leachate is collected and delivered to a central waste water treatment facility via a force main. Landfill gas is collected and incinerated. A typical groundwater monitoring plan is in place.

The transfer station accepts only Class I waste from commercial and municipal haulers. Waste is removed from the tipping floor by front loader and loaded over a push wall into open top transfer trailers. The waste is disposed in a regional landfill located in Jackson County, approximately 85 miles from the facility. The transfer station is operated by county staff. Hauling and disposal is by long term agreement with Waste Management, Inc. Waste Management sub-contracts with Pritchett Trucking for the hauling.

The Rural Waste Service Centers (RWSC) accept residential Class I waste, Class III waste, recyclables, tires, yard trash, and limited types of HHW.

B. GENERAL SCOPE OF SERVICE:

The Leon County is seeking the services of professional consultants to provide solid waste engineering services. Professional consultants are to provide the following engineering services, but not limited to: conceptual studies, feasibility studies, preliminary assessments, cost estimates, construction, closure, post-closure, administration/management, and administration assistance. Firms must demonstrate qualification and specific experience in the following listed areas:

Environmental Evaluation – Plan, permit, and implement corrective action and/or remediation plans. Collect samples, complete field testing, and evaluate data for submission of semi-annual, annual, and bi-annual water quality and leachate monitoring reports as required by FDEP, and EPA.

Solid Waste Landfill Design Expansion, Permitting, and Construction Management – Work includes preparation of feasibility studies, engineering design plans, engineering calculations, operational plans, closure plans, long term care plans, and monitoring plans in accordance with all federal, state and local regulations for landfills, transfer stations, public drop-off facilities, and recycling facilities. Experience with innovative technologies including leachate reduction systems, alternative energy systems, waste reduction programs, and landfill construction techniques. Significant and innovative solid waste research and development projects completed by the respondent should be specifically listed in the responses.

Closure Design, Permitting, and Construction Management – Preparation of closure plans in accordance with all federal, state and local regulations for Class I, , Class III landfills. Work may include characterization of in-place landfill waste, studies of potential contaminant fate, and design of remediation systems. Innovative research and development experience is beneficial. Services may also include land reclamation and remediation.

Development of Solid Waste Master Plans – This service may include public surveys, trend projections, future estimates, and presentations to the Board and to the public. The respondent

must demonstrate experience and expertise in maximizing the economic value and community benefits of owning and operating solid waste facilities.

Design, Permitting, and Construction Management to Retro-fit Existing Facilities – This service may include design modifications to leachate management systems, landfill gas management systems, exposed geomembrane covers, buffer enhancements, operational plans, and other services related to the landfill infrastructure. The respondent should demonstrate expertise and experience in retro-fitting existing landfills and ancillary systems to meet changes or projected changes in operating conditions or the regulatory requirements.

Solid Waste Accounting Services – This may include closure financial assurance, generation studies, composition studies, full cost accounting, assessment studies and rate studies.

Alternative Energy Facilities – These services may include facility design, permitting, construction, and inspection. The respondent should demonstrate expertise and experience with Landfill Gas, Waste to Energy, Solar, Wind, and alternative electrical generating processes.

Household Hazardous Waste Collection Services – These services may include facility design, permitting and construction, alternative collection efforts, volume estimates and projections, and permanent disposal plans. The respondent should demonstrate knowledge and experience with collection, testing, repacking, transportation, and disposal regulations for household hazardous wastes including used motor oil, paints, household and yard chemicals, etc. The work may include contract writing and contract negotiations to support the household hazardous waste program.

Leachate Collection and Disposal – This work may include the design, permitting, and construction management of leachate collection, pumping, holding, and disposal systems. The respondent should demonstrate expertise and experience with leachate management in order to compare potential alternative methods for collection, treatment, and disposal. Expertise and experience with on-site pre-treatment and reduction is beneficial.

Lining System Services - This work includes the design, permitting, and construction management of geomembrane, geosynthetic, clay, and composite lining systems together with the ancillary leachate collection and leak detection systems. The respondent should demonstrate expertise and experience with lining systems used to contain solid waste and the leachate and landfill gas emitted from solid waste landfills. Expertise in estimating and comparing total installation and operating costs for innovative design projects is required.

The successful firm or firms will have an engineer of record on staff for signed and sealed documents submitted by the Division to the Florida Department of Environmental Protection.

The engineering firm or firms will be responsible for conducting all of the Division's environmental monitoring, environmental assessment and remediation, including groundwater, air and soil. Demonstration of expertise associated with the hydro-geological conditions found in Leon County, Florida will be required.

The engineering firm may be required to provide community relations support for all phases of work, which may include presentations to the Leon County Board of County Commissioners, public interest groups and public, town-hall type meetings.

III. REQUIRED SUBMITTALS:

Proposals are to be submitted bound by binder clips only. No manner of plastic, comb or wire bindings, three ring binders, or staples are acceptable. All proposals are to be printed double-sided, on paper with no less than 30% post-consumer recycled content. As a part of our sustainability

program, Leon County is reducing the excess packaging, binders, and waste associated with submittals.

Each Applicant is requested to provide the following information using the same numbering/lettering scheme as the format below.

- A. Firm name or Joint Venture, business address and office location, telephone number.
- B. If a joint venture, list participating firms and outline specific areas of responsibility (including administrative, technical, and financial) of each firm.
- C. Address of the office that is to perform the work.
- D. Federal Identification Tax Number or Social Security Number.
- E. A brief history, and average number of employees over the past two years.
- F. Present size of firm, nature of services offered, and breakdown of staff by discipline.
- G. Provide the total number of professionals in your organization and the estimated number of professionals and working hours of these professionals, to be assigned to this project at peak.
- H. Names and descriptions of major projects for which the firm is presently under contract.
- I. If a joint venture, has this joint venture previously worked together? If yes, what projects? A copy of the joint venture agreement should be provided, if available at this time. If the joint venture agreement is not available at this time, then the selection of the firm will be subject to the County receiving and approving the joint venture agreement, prior to negotiating the contract.
- J. If the respondent is not a joint venture, list outside consultants anticipated to be used on this project. When listing consultants, give the respective specialty of the firm.
- K. Give brief resume of key persons to be assigned to the project including but, not limited to:
 - 1) Name & title
 - 2) Job assignment for other projects
 - 3) Percentage of time to be assigned full time
 - 4) How many years of experience
 - 5) Experience
 - a) Types of projects
 - b) Size of projects (dollar value and SF of project)
 - c) What was the specific project involvement?
 - 6) Education
 - 7) Active registration
 - 8) Other experience and qualifications that are relevant to this project
- L. List the projects which best illustrate the experience of the firm and current staff which is being assigned to this project. (List no more than 5 projects, nor projects which were completed more than five (5) years ago.)
 - 1) Name and location of the project
 - 2) The nature of the firm's responsibility on this project
 - 3) Project Owner's representative name, address and phone number
 - 4) Project user agency's representative name, address and phone number
 - 5) Date project was completed or is anticipated to be completed
 - 6) Fee for this project
 - 7) Project manager and other key professionals involved and specify the role of each

- M. Describe how you would approach this project, and outline the specific services to be provided.
- N. Show the organization chart as it relates to the project indicating key personnel and their relationship. It should be understood that it is the intent of Leon County to insist that those indicated as the project team in the RFP response actually execute the project.

Develop a chart of individual staff members to be assigned responsibilities and number of days to be provided for each staff member.

If a joint venture, indicate how the work will be distributed between the joint venture partners.

- O. Describe how the organizational structure will ensure orderly communications, distribution of information, effective coordination of activities, and accountability.
- P. Describe how the team will implement project control systems for time, budget, and quality for this project.
- Q. Complete and submit the following included forms: Proposal Response Cover Sheet; Insurance Certification Form; Minority/Women Business Enterprise Participation Plan; Equal Opportunity/Affirmative Action Statement; Certification Regarding Debarment, Suspension, And Other Responsibility Matters, Primary Covered Transactions; Affidavit Certification Immigration Laws; Local Vendor Certification (if applicable); Sealed Labor Rate Schedule

IV. SELECTION PROCESS

- A. The County Administrator shall appoint an Evaluation Committee composed of three to five members who will review and evaluate all proposals received on time. The Committee may, select one or more firms for interview based on the evaluation of the responses of each proposer.

Meetings of Evaluation Committees subsequent to the opening of the solicitation shall be public meetings except for any portion of a meeting at which a negotiation with a vendor is conducted pursuant to a competitive solicitation, at which a vendor makes an oral presentation as a part of the competitive solicitation, or at which a vendor answers questions as a part of a competitive solicitation. Also, any portion of a meeting at which negotiation strategies are discussed are exempt from being a public session.

Notice of all meetings shall be posted on the Purchasing Division website at: www.leoncountyfl.gov/Purchasing/notices/index.asp and in the Purchasing Division Offices no less than 72 hours (excluding weekends and holidays).

- B. The Evaluation Committee will recommend to the Board of County Commissioners, in order of preference (ranking), up to three (3) firms deemed to be most highly qualified to perform the requested services.
- C. The Board will negotiate with the most qualified firm (first ranked firm) for the proposed services at compensation which the Board determines is fair, competitive, and reasonable for said services.
- D. Should the Board be unable to negotiate a satisfactory contract with the firm considered to be fair, competitive and reasonable, negotiations with that firm shall be formally terminated. The County shall then undertake negotiations with the second most qualified firm. Failing accord with the second most qualified firm the Board shall terminate negotiations. The Board representative shall then undertake negotiations with the third most qualified firm.
- E. Should the County be unable to negotiate a satisfactory contract with any of the selected firms, the Board representative shall select additional firms to continue negotiations.
- F. Evaluation Criteria: Proposals will be evaluated and ranked on the basis of the following

considerations:

1.	Experience	20
	Project team experience in past projects of similar magnitude, Scope, and complexity to Leon County; the success of these projects as related to meeting budget, scheduled milestones, and the expectations of the owner	
2.	Qualifications	20
	Personnel background, technical competence, personnel certifications,	
3.	Firm Current Workload and plan of service	15
	Firm's current large projects, project references (if any),	
4.	Proposed labor rate schedule	30
	(Labor rate must be sealed separately)	
	Use labor rate form (attached)	
5.	Minority Business Enterprise Participation	10
6.	Local Preference	5
	Total	100

V. INDEMNIFICATION

The Contractor shall indemnify and hold harmless the County, its officials, officers and employees from and against all liabilities, damages, losses, and costs, including, but not limited to, reasonable attorney's fee, to the extent caused by negligence, recklessness, or intentionally wrongful conduct of the Contractor and other persons employed or utilized by the Contractor in the performance of this agreement.

The County may, at its sole option, defend itself or require the Contractor to provide the defense. The Contractor acknowledges that the sum of ten dollars (\$10.00) of the amount paid to the Contractor constitutes sufficient consideration for the Contractor's indemnification of the County, its officials, officers and employees..

The Contractor shall be liable to the County for any reasonable costs incurred by it to correct, modify, or redesign any portion of the project, which is the subject of the services provided under this Agreement, that is found to be defective or not in accordance with this Agreement, as a result and to the extent caused by the negligence, recklessness, or intentional wrongful conduct on the part of the Contractor and other persons employed or utilized by the Contractor in the performance of this Agreement.

VI. MINORITY/WOMEN BUSINESS ENTERPRISE AND EQUAL OPPORTUNITY POLICIES

A. Minority Business Enterprise (MBE) and Women (WBE) Business Enterprise Requirements

The purpose of the Minority and Women-Owned Business Enterprise (MWBE) Program is to effectively communicate Leon County procurement and contracting opportunities, through enhanced business relationships, to end disparity and to increase participation opportunities for certified minority and women-owned business enterprises in a competitive environment. This program shall:

1. Eliminate any policies and/or procedural barriers that inhibit MBE and WBE participation in our procurement process.
2. Established targets designed to increase MBE and WBE utilization proportionate to documented under utilization.
3. Provide increased levels of information and assistance available to MBE's and WBEs.

4. Implement mechanisms and procedures for monitoring MBE and WBE compliance by prime contractors.

The term "Certified Minority Women Business Enterprise" (MWBE) is defined as Minority Business Enterprise (MBE) and Women Business Enterprise (WBE) firms certified by Leon County, the City of Tallahassee, or the Leon County School Board.

Each Respondent is strongly encouraged to secure MBE and WBE participation through purchase(s) of those goods or services to be provided by others. Firms responding to this RFP are hereby made aware of the County's targets for MBE and WBE utilization. Respondents that require assistance or guidance with these MBE or WBE requirements should contact: Shanea Wilks, Leon County Minority, Women, and Small Business Enterprise Director, by telephone at (850) 606-1650; fax (850) 606-1651 or by e-mail wilkss@leoncountyfl.gov.

If respondents can not meet the aspirational target(s) the Respondent must demonstrate in their bid response that they made a **Good Faith Effort** to meet the aspirational target(s). All Bidders, including MBE's, WBE's or SBE's, shall either meet the Aspirational Targets or demonstrate in their Bid or RFP response the Good Faith Efforts they made such as:

1. Advertising for participation by MWSBEs in non-minority and minority publications within the Market Area, including a copy of the advertisement and proof of the date(s) it appeared – or by sending correspondence, no less than ten (10) days prior to the submission deadline, to all MWSBEs referred to the Bidder by the MWSBE Division for the goods and services to be Subcontracted and/or Supplied.
2. Documentation indicating that the bidding Prime Contractor provided ample time for potential MBE, WBE and SBE Subcontractors to respond to bid opportunities, including a chart outlining the schedule/time frame used to obtain bids from MBE, WBE and SBE Vendors as applicable to the Aspirational Target.
3. Contacting MBEs, WBEs and SBE Vendors who provide the services needed for the bid or proposal, including a list of all MWSBEs that were contacted and the method of contact.
4. Contacting the MWSBE Division for a listing of available MWSBEs who provide the services needed for the bid or proposal, including a list of those MWSBEs who were contacted regarding their participation.
5. Document follow-up telephone calls with potential MWSBE Subcontractors encouraging their participation.
6. Allowing potential MWSBE Subcontractors to review bid specifications, blueprints and all other Bid/RFP related items at no charge to the MWSBEs.
7. Contacting the MWSBE Division, no less than five (5) business days prior to the Bid/RFP deadline, regarding problems they are having in reaching the Aspirational Targets.
8. Other documentation indicating their Good Faith Efforts to meet the aspirational targets.

For goods and/or services to be performed in this project, the following are the aspirational targets for participation by certified MBE's and/or WBE's.

Professional Services Sub-Consultants Targets :
Minority Business Enterprise - 26%
Women Business Enterprise - 9%

As a part of the selection process for this project, the ranking procedure will provide a maximum of ten (10) points of the total score where MBE's and WBE's are used as follows:

MBE and WBE Participation Level for	Points
-------------------------------------	--------

Professional Services Sub-consultants	
The Respondent is a joint venture of two or more firms/individuals with a minimum participation in the joint venture of at least 11% by certified MBE or WBE firms/individuals and will meet or exceed both aspirational targets and has identified in the MWBE participation plan the certified MBE and WBE firm(s) that it intends to use.	10
The Respondent certifies that they will meet or exceed both targets through subcontracting to certified MBE and WBE firm(s) aspirational targets and has identified in the MWBE participation plan the certified MBE and WBE firm(s) that it intends to use.	8
The Respondent certifies that they will meet at least 50% of both aspirational targets through subcontracting to certified MBE and WBE firm(s) and has identified in the MWBE participation plan the MBE and WBE firm(s) that it intends to use.	6
The Respondent has MBE and WBE participation of at least 20%, but less than 50% of both aspirational targets and has identified in the MWBE participation plan the MBE and WBE firm(s) it intends to use.	4

B. Equal Opportunity/Affirmative Action Requirements

The contractors and all subcontractors shall agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.

For federally funded projects, in addition to the above, the contractor shall agree to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

In addition to completing the Equal Opportunity Statement, the Respondent shall include a copy of any affirmative action or equal opportunity policies in effect at the time of submission.

VII. INSURANCE

Respondent's attention is directed to the insurance requirements below. Respondents should confer with their respective insurance carriers or brokers to determine in advance of bid submission the availability of insurance certificates and endorsements as prescribed and provided herein. If an apparent low bidder fails to strictly comply with the insurance requirements, that bidder may be disqualified from award of the contract, or otherwise found non-responsive.

Respondent procure and maintain for the duration of the contract, insurance against claims for injuries to persons or damages to property which may arise from or in connection with the performance of the work hereunder by the Respondent, his agents, representatives, employees, or subcontractors. The cost of such insurance shall be included in the Respondent's pricing.

1. Minimum Limits of Insurance

Contractor shall maintain limits no less than:

- a. General Liability: \$1,000,000 Combined Single Limit for bodily injury and property damage per occurrence with a \$2,000,000 annual aggregate. Completed operations coverage will be provided for a period of three (3) years beyond termination and/or completion of the project. Coverage must include bodily injury and property damage, including Premise/Operations: a per location aggregate, Broad Form Contractual liability;

Broad Form Property Damage; Fire Legal liability; Independent Contractors coverage; Cross Liability & Severability of Interest Clauses; and Personal Injury (deleting employee and contractual exclusions), and coverage for explosion, collapse, and underground (X,C,U).

- b. Automobile Liability: One Million and 00/100 (\$1,000,000.00) Dollars combined single limit per accident for bodily injury and property damage. **(Non-owned, Hired Car)**.
 - c. Workers' Compensation Employers Liability: Insurance covering all employees meeting Statutory Requirements in compliance with the applicable state and federal laws and Employer's Liability with a limit of \$500,000 per accident, \$500,000 disease policy limit, \$500,000 disease each employee. **Waiver of Subrogation in lieu of Additional Insured is required.**
 - d. Professional Liability Insurance, including errors and omissions: for all services provided under the terms of this agreement with minimum limits of One Million and 00/100 (\$1,000,000.00) Dollars per occurrence; or claims made form with "tail coverage" extending four (4) years beyond the term of the agreement. Proof of "tail coverage" must be submitted with the invoice for final payment. In lieu of "tail coverage", Contractor may submit annually to the County a current Certificate of Insurance proving claims made insurance remains in force throughout the same four (4)-year period.
 - e. Umbrella: \$5,000,000 combined single limit for bodily injury and property damage combined per occurrence and annual aggregate. The coverage shall provide excess coverage for employer's liability, general liability, including completed operations and auto liability.
 - f. Installation Floater: In the amount of the estimated cost of materials necessary to complete the contract. Should include temporary location, job site, and in transit coverage.
 - g. Mobile Equipment (Contractors Equipment) coverage should be in place while job is in process. Equipment should be covered whether owned, leased, borrowed, or rented by contractor or by employees of the contractor.
2. Deductibles and Self-Insured Retentions

Any deductibles or self-insured retentions must be declared to and approved by the County. At the option of the County, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects the County, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration, and defense expenses.

3. Other Insurance Provisions

The policies are to contain, or be endorsed to contain, the following provisions:

- a. General Liability and Automobile Liability Coverages **(County is to be named as Additional Insured)**.
 1. The County, its officers, officials, employees and volunteers are to be covered as additional insureds as respects; liability arising out of activities performed by or on behalf of the Contractor, including the insured's general supervision of the Contractor; products and completed operations of the Contractor; premises owned, occupied or used by the Contractor; or automobiles owned, leased, hired or borrowed by the Contractor. The coverage shall contain no special limitations on the scope of protections afforded the County, its officers, officials, employees or volunteers.

2. The Contractor's insurance coverage shall be primary insurance as respects the County, its officers, officials, employees and volunteers. Any insurance of self-insurance maintained by the County, its officers, officials, employees or volunteers shall be excess of the Contractor's insurance and shall not contribute with it. Contractor hereby waives subrogation rights for loss or damage against the county.
3. Any failure to comply with reporting provisions of the policies shall not affect coverage provided to the county, its officers, officials, employees or volunteers.
4. The Contractor's insurance shall apply separately to each insured against whom claims is made or suit is brought, except with respect to the limits of the insurer's liability.
5. Companies issuing the insurance policy, or policies, shall have no recourse against the County for payment of premiums or assessments for any deductibles with are all at the sole responsibility and risk of Contractor.

b. All Coverages

Each insurance policy required by this clause shall be endorsed to state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits except after thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the County.

4. Acceptability of Insurers

Insurance is to be placed with insurers with a Best's rating of no less than A:VII.

5. Verification of Coverage

Contractor shall furnish the County with certificates of insurance and with original endorsements effecting coverage required by this clause. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. All certificates and endorsements are to be received and approved by the County before work commences. The County reserves the right to require complete, certified copies of all required insurance policies at any time.

6. Subcontractors

Contractors shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

VIII. TRAVEL EXPENSES

Consultant travel which is not covered within the scope of the consultant's contract and which is billed separately to the County on a cost reimbursement basis must receive prior approval and will be reimbursed in accordance with the Leon County Travel Policy. Travel expenses shall be limited to those expenses necessarily incurred in the performance of a public purpose authorized by law to be performed by the Leon County Board of County Commissioners and must be within limitations described herein and in Ch. 112.06, Florida Statutes. Consultants and contractors, traveling on a cost reimbursement basis, must have their travel authorized by the department head from whose budget the travel expenses will be paid and the County Administrator.

IX. ETHICAL BUSINESS PRACTICES

- A. Gratuities. It shall be unethical for any person to offer, give, or agree to give any County employee, or for any County employee to solicit, demand, accept, or agree to accept from another person, a gratuity or an offer of employment in connection with any decision, approval,

disapproval, recommendation, or preparation of any part of a program requirement or a purchase request, influencing the content of any specification or procurement standard, rendering of advice, investigation, auditing, or performing in any other advisory capacity in any proceeding or application, request for ruling, determination, claim or controversy, or other particular matter, subcontract, or to any solicitation or proposal therefor.

- B. Kickbacks. It shall be unethical for any payment, gratuity, or offer of employment to be made by or on behalf of a subcontractor under a contract to the prime contractor or higher tier subcontractor or any person associated therewith, as an inducement for the award of a subcontract or order.
- C. The Board reserves the right to deny award or immediately suspend any contract resulting from this proposal pending final determination of charges of unethical business practices. At its sole discretion, the Board may deny award or cancel the contract if it determines that unethical business practices were involved.

X. AGREEMENT:

After the proposal award, the County will, at its option, prepare a purchase order or an agreement specifying the terms and conditions resulting from the award of this bid. Every procurement of contractual services shall be evidenced by a written agreement. The respondent will have five calendar days after receipt to acknowledge the purchase order or execute the agreement.

The performance of Leon County of any of its obligations under the purchase order or agreement shall be subject to and contingent upon the availability of funds lawfully expendable for the purposes of the purchase order or agreement for the current and any future periods provided for within the bid specifications.

XI. PURCHASES BY OTHER PUBLIC AGENCIES:

With the consent and agreement of the successful vendor(s), purchases may be made under this solicitation by other governmental agencies or political subdivisions within the State of Florida. Such purchases shall be governed by the same pricing, terms and conditions stated herein with no deviations allowed. This agreement in no way restricts or interferes with the right of any public agency or political subdivision to bid any or all of the items or services independently.

PROPOSAL RESPONSE COVER SHEET

This page is to be completed and included as the cover sheet for your response to the Request for Proposals.

The Board of County Commissioners, Leon County, reserves the right to accept or reject any and/or all bids in the best interest of Leon County.

Shelly W. Kelley, Purchasing Director

Kristin Dozier, Chairman
Leon County Board of County Commissioners

This solicitation response is submitted by the below named firm/individual by the undersigned authorized representative.

BY _____
(Firm Name)

_____ (Authorized Representative)

_____ (Printed or Typed Name)

ADDRESS _____

CITY, STATE, ZIP _____

E-MAIL ADDRESS _____

TELEPHONE _____

FAX _____

ADDENDA ACKNOWLEDGMENTS: (IF APPLICABLE)

Addendum #1 dated _____ Initials _____

Addendum #2 dated _____ Initials _____

Addendum #3 dated _____ Initials _____

RFP Title: Request for Proposals for Solid Waste Consulting and Engineering Services
Proposal Number: BC-03-18-14-24
Opening Date: March 18, 2014 at 2:00 PM

PROPOSAL RESPONSE COVER SHEET

This page is to be completed and included as the cover sheet for your response to the Request for Proposals.

The Board of County Commissioners, Leon County, reserves the right to accept or reject any and/or all bids in the best interest of Leon County.

Shelly W. Kelley, Purchasing Director

Kristin Dozier, Chairman
Leon County Board of County Commissioners

This solicitation response is submitted by the below named firm/individual by the undersigned authorized representative.

BY _____
 Locklear & Associates, Inc.
 (Firm Name)

 (Authorized Representative)
 John Locklear
 (Printed or Typed Name)

ADDRESS _____
 4140 NW 37th Place, Suite A

CITY, STATE, ZIP _____
 Gainesville, FL 32606

E-MAIL ADDRESS _____
 john@locklearconsulting.com

TELEPHONE _____
 352-672-6867

FAX _____
 352-692-5390

ADDENDA ACKNOWLEDGMENTS: (IF APPLICABLE)

Addendum #1 dated 3/11/14 Initials JDL
 Addendum #2 dated _____ Initials _____
 Addendum #3 dated _____ Initials _____

Locklear & Associates, Inc.

Response to Request for Proposals for Solid Waste Consulting and Engineering Services

Leon County BC-03-18-14-24

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DRAFT

Locklear & Associates, Inc.

Response to Request for Proposals for Solid Waste Consulting and Engineering Services

Leon County BC-03-18-14-24

A Firm Information

Locklear & Associates, Inc.
4140 NW 37th Place, Suite A
Gainesville, FL 32606
(352) 672-6867 office
(352) 692-5390 fax
www.locklearconsulting.com

Copies of our business and professional licenses are provided at the end of Tab D.

B Joint Venture Information

Our team is not a joint venture; therefore this section is not applicable.

C Address

All work will be performed by L&A staff located in our Gainesville office.

4140 NW 37th Place, Suite A
Gainesville, FL 32606

D Federal Identification Tax Number

45-5224708


LOCKLEAR & ASSOCIATES, I (850)342-1359		BUSINESS TAX RECEIPT		No: 552	
		245 S MULBERRY ST, MONTICELLO, FL 32344 Permit Year October 1, 2013 to September 30, 2014			
Address:	440 S JEFFERSON ST MONTICELLO, FL 32344			LICENSE	10.00
Activity:	ENGIN ENGINEER			PENALTY	
				TRANSFER	
				PRE YR BAL	
				Total Paid	10.00
Issued to:	LOCKLEAR & ASSOCIATES, INC 4140 NW 37TH PL STE A GAINESVILLE, FL 32606			<i>Emily Anderson</i> CERTIFYING OFFICIAL	
A	MUST BE POSTED IN A CONSPICUOUS PLACE AT YOUR BUSINESS				

Exhibit B
 Atta@fla.gov#7
 Page 30 of 104

State of Florida

Department of State

I certify from the records of this office that LOCKLEAR & ASSOCIATES PROFESSIONAL CORPORATION is a corporation organized under the laws of the State of Florida, filed on May 3, 2012, effective June 24, 2011.

The document number of this corporation is P12000042303.

I further certify that said corporation has paid all fees due this office through December 31, 2014, that its most recent annual report/uniform business report was filed on January 15, 2014, and its status is active.

I further certify that said corporation has not filed Articles of Dissolution.

*Given under my hand and the
Great Seal of the State of Florida
at Tallahassee, the Capital, this
the Fifteenth day of January, 2014*



Ken DeFronzo
Secretary of State

Authentication ID: CC2297917460

To authenticate this certificate, visit the following site, enter this ID, and then follow the instructions displayed.

<https://efile.sunbiz.org/certauthver.html>



State of Florida
Board of Professional Engineers
2639 North Monroe Street, Suite B-112
Tallahassee, FL 32303-5268

Locklear & Associates Professional Corporation
4140 NW 37TH PLACE
SUITE A
GAINESVILLE, FL 32606

Each licensee is solely responsible for notifying the Florida Board of Professional Engineers in writing the licensee's current address.

Name changes require legal documentation showing name change. An original, a certified copy, or a duplicate of an original or certified copy of a document which shows the legal name change will be accepted unless there is a question about the authenticity of the document raised on its face, or because the genuineness of the document is uncertain, or because of another matter related to the application.

At least 90 days prior to the expiration date shown on this license, a notice of renewal will be sent to your last known address. If you have not yet received your notice 60 days prior to the expiration date, please call (850) 521-0500, or write, Florida Board of Professional Engineers, 2639 North Monroe Street, Suite B-112, Tallahassee, FL 32303-5268 or e-mail: board@fbpe.org. Our website address is <http://www.fbpe.org>.

State of Florida

Board of Professional Engineers

Attests that

Locklear & Associates Professional Corporation



FLORIDA BOARD OF
PROFESSIONAL ENGINEERS

is authorized under the provisions of Section 471.023, Florida Statutes, to offer engineering services to the public through a Professional Engineer, duly licensed under Chapter 471, Florida Statutes.

Expiration: 2/28/2015

Audit No: 228201500038

Certificate of Authorization

CA Lic. No:
30066

State of Florida

Board of Professional Engineers

Attests

Locklear & Associates Professional Corporation

Has satisfied the requirements of Section 471.023, Florida Statutes. In recognition thereof, the Board of Professional Engineers hereby authorizes this firm to offer engineering services in the State of Florida in accordance with Chapter 471, Florida Statutes, and the rules of the Board.



Certificate of
Authorization No:
30066

Witness the Seal of the Board and the
Signature of the Board's duly authorized Chair
this 6 day of November, 2012.



John C. Burch
Chair, Board of Professional Engineers



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL GEOLOGISTS
1940 NORTH MONROE STREET
TALLAHASSEE FL 32399-0783

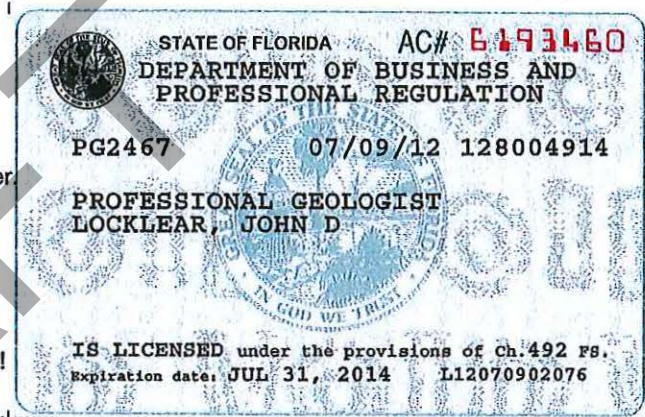
(850) 487-1395

LOCKLEAR, JOHN D
4140 NW 37TH PLACE
SUITE A
GAINESVILLE FL 32606

Congratulations! With this license you become one of the nearly one million Floridians licensed by the Department of Business and Professional Regulation. Our professionals and businesses range from architects to yacht brokers, from boxers to barbeque restaurants, and they keep Florida's economy strong.

Every day we work to improve the way we do business in order to serve you better. For information about our services, please log onto www.myfloridalicense.com. There you can find more information about our divisions and the regulations that impact you, subscribe to department newsletters and learn more about the Department's initiatives.

Our mission at the Department is: License Efficiently, Regulate Fairly. We constantly strive to serve you better so that you can serve your customers. Thank you for doing business in Florida, and congratulations on your new license!



DETACH HERE

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AC# 6193460

STATE OF FLORIDA

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL GEOLOGISTS

SEQ# L12070902076

DATE	BATCH NUMBER	LICENSE NBR
07/09/2012	128004914	PG2467

The **PROFESSIONAL GEOLOGIST**
Named below IS **LICENSED**
Under the provisions of Chapter **492 FS.**
Expiration date: **JUL 31, 2014**

LOCKLEAR, JOHN D
4140 NW 37TH PLACE
SUITE A
GAINESVILLE FL 32606

RICK SCOTT
GOVERNOR

KEN LAWSON
SECRETARY

DISPLAY AS REQUIRED BY LAW

Posted at 5:00 p.m. on May 19, 2014



STATE OF FLORIDA
DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL GEOLOGISTS
1940 NORTH MONROE STREET
TALLAHASSEE FL 32399-0783

(850) 487-1395

LOCKLEAR & ASSOCIATES PROFESSIONAL CORPORATION
4140 NW 37TH PLACE
SUITE A
GAINESVILLE FL 32606

Congratulations! With this license you become one of the nearly one million Floridians licensed by the Department of Business and Professional Regulation. Our professionals and businesses range from architects to yacht brokers, from boxers to barbeque restaurants, and they keep Florida's economy strong.

Every day we work to improve the way we do business in order to serve you better. For information about our services, please log onto www.myfloridalicense.com. There you can find more information about our divisions and the regulations that impact you, subscribe to department newsletters and learn more about the Department's initiatives.

Our mission at the Department is: License Efficiently, Regulate Fairly. We constantly strive to serve you better so that you can serve your customers. Thank you for doing business in Florida, and congratulations on your new license!

STATE OF FLORIDA AC# **6193471**
 DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
 GB670 07/09/12 128004803
 GEOLOGY BUSINESS
 LOCKLEAR & ASSOCIATES PROFESSION
 IS CERTIFIED under the provisions of Ch. 492 FS
 Expiration date: JUL 31, 2014 L12070902087

DETACH HERE

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AC# **6193471**

STATE OF FLORIDA

DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION
BOARD OF PROFESSIONAL GEOLOGISTS

SEQ# L12070902087

DATE	BATCH NUMBER	LICENSE NBR
07/09/2012	128004803	GB670

The GEOLOGY BUSINESS
Named below IS CERTIFIED
Under the provisions of Chapter 492 FS.
Expiration date: JUL 31, 2014

LOCKLEAR & ASSOCIATES PROFESSIONAL CORPORATION
4140 NW 37TH PLACE
SUITE A
GAINESVILLE FL 32606

RICK SCOTT
GOVERNOR

KEN LAWSON
SECRETARY

DISPLAY AS REQUIRED BY LAW

Posted at 5:00 p.m. on May 19, 2014

State of Florida

Board of Professional Engineers

Attests that

Lisa Jo Baker, P.E.

Is licensed as a Professional Engineer under Chapter 471, Florida Statutes
Expiration: 2/28/2015
Audit No: 228201517461

P.E. Lic. No:
74652

NOTICE

Pursuant to a change in Rule 61G15-22.006, F.A.C., FBPE no longer requires that continuing education be reported by the provider. Instead, licensees will be subject to a random audit no more than every four (4) years. If you are selected for the random audit, you must provide verification of four (4) hours of Area of Practice and four (4) hours of Florida Laws & Rules, all taken prior to February 28, 2013. Any CE hours taken after February 28, 2013 will result in a \$100 delinquent fee and your license being placed in a delinquent status until the additional fee is paid.

State of Florida

Board of Professional Engineers

Attests that

Lisa Jo Baker, P.E.

Is licensed as a Professional Engineer under Chapter 471, Florida Statutes

Expiration: 2/28/2015
Audit No: 228201517461

P.E. Lic. No:
74652

Locklear & Associates, Inc.

Response to Request for Proposals for Solid Waste Consulting and Engineering Services

Leon County BC-03-18-14-24

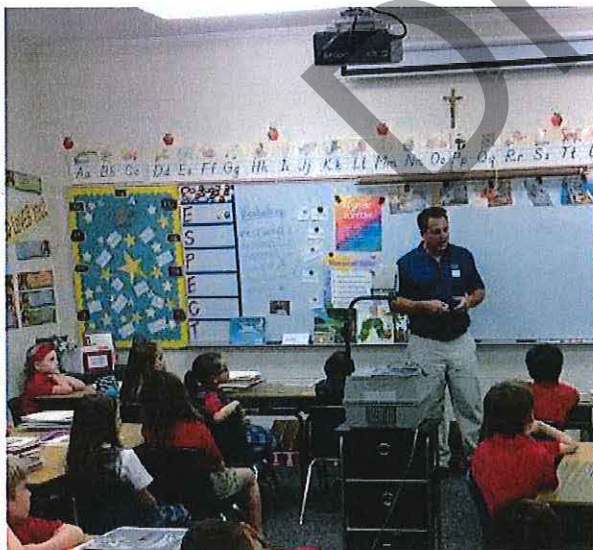
E Firm History

L&A is an engineering and environmental consulting firm founded in February 2012 by our President, John Locklear. Mr. Locklear started the company after 15 years working for larger local and national consulting firms. Mr. Locklear observed that the overhead and “red-tape” of larger firms were negatively impacting project costs and responsiveness for his clients and started L&A to eliminate these obstacles. L&A specializes in providing high quality, personal service to the local cities and counties of north-Florida. *Collectively our staff has 60 years of solid waste management experience.*

We do business as Locklear & Associates, Inc. but our legal business name is Locklear & Associates Professional Corporation. L&A is a Florida registered S-Corporation owned solely by Mr. Locklear. We are a Florida-licensed Professional Engineering and Professional Geology firm. We have employed an average of six staff members over the past two years.

L&A specializes in providing engineering and environmental consulting services to local government agencies. Our clients include: Alachua County; Hernando County; Jefferson County; Madison County; Suwannee County; Lafayette County; Dixie County; Baker County; Hamilton County; Columbia County; City of Macclenny; and the Suwannee River Water Management District.

L&A is a proud and active member of the local community. We strive to be good stewards of the local environment, education system, and business community. Our local involvement includes:



- Kids Count of Alachua County
- Junior Achievement
- March of Dimes
- Great American Cleanup
- City of Gainesville Adopt-a-Road Program
- The Education Foundation of Alachua County
- Gainesville Area Chamber of Commerce
- Monticello Chamber of Commerce
- American Public Works Association – Sante Fe Branch
- Solid Waste Association of North America – Florida Chapter
- Recycle Florida Today
- Florida Association of Counties Corporate Partner

Locklear & Associates, Inc.

Response to Request for Proposals for Solid Waste Consulting and Engineering Services

Leon County BC-03-18-14-24

F Current Firm Overview

Our staff consists of six full-time and two part-time employees in the disciplines shown below:

Professional Geologists	1
Professional Engineers	1
Staff Engineers	1
Designers	1
Environmental Scientists	3
Administrative Assistants	1

The L&A business model focuses on serving County governments in central and north-central Florida. We are currently providing continuing solid waste engineering services to ten Florida counties and individual projects in three additional counties. L&A eliminates the overhead costs of large, national consulting firms while providing our clients the expertise of industry leaders. With 60 years of combined Florida solid waste consulting experience, our firm provides services spanning the entire solid waste management spectrum, including:

- Compliance monitoring and reporting;
- Groundwater assessment and remediation;
- Solid waste master planning;
- Solid waste rate studies;
- Solid waste permitting;
- Waste composition evaluations;
- Material recovery facilities;
- Landfill operations assistance;
- Odor monitoring;
- Transfer stations;
- Solid waste collection and disposal systems;
- Landfill closure permitting and design;
- Landfill expansion permitting and design;
- Landfill gas collection systems;
- Landfill gas to energy systems;
- Recycling programs, materials and markets;
- Organics processing facilities;
- Resource recovery parks;
- Solid waste transportation systems;
- Environmental impact assessments;
- Secondary use assistance;
- Financial planning, analysis and rate evaluation;
- Construction management services.

Locklear & Associates, Inc.

Response to Request for Proposals for Solid Waste Consulting and Engineering Services

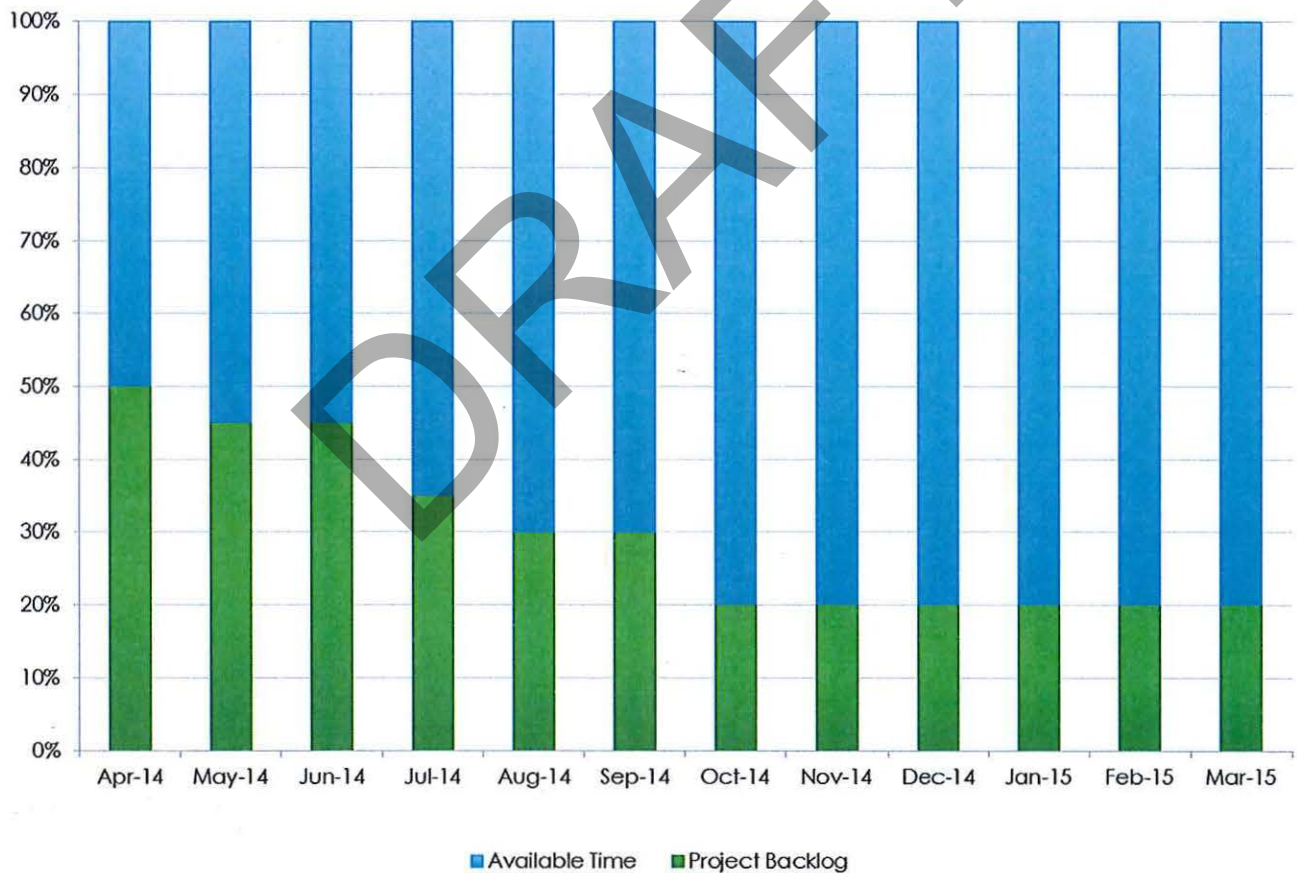
Leon County BC-03-18-14-24

G Staffing

The L&A in-house staff consists of eight solid waste professionals as discussed in Section F. Our team also includes additional professionals in the areas of engineering, surveying and laboratory analyses as discussed in Section J.

The L&A Team performs workload projections on a monthly basis to ensure that we maintain the proper staffing to meet the needs of our clients. The following chart shows our team's current projected backlog and availability from April 2014 through March 2015. Our team has sufficient availability to commit to Leon County for the duration of the contract.

L & A Leon Project Team Backlog and Availability as of April 1, 2014



Locklear & Associates, Inc.

Response to Request for Proposals for Solid Waste Consulting and Engineering Services

Leon County BC-03-18-14-24

H Current Projects

The following is a summary of the major projects for which L&A is currently under contract:

- Client:** Alachua County BOCC
Project Title: Professional Services for a Mixed Waste Materials Recovery Project Development for the Leveda Brown Environmental Park Transfer Station
Description: The project includes a Conceptual Design Report which will evaluate a range of options for retro-fitting the existing transfer station into a mixed waste MRF. The project also includes preparation of a major permit modification application with the Florida Department of Environmental Protection.
- Client:** Alachua County BOCC
Project Title: Professional Services for Organics Recycling Project Development Technology Evaluation
Description: The project includes an evaluation of existing available organic recycling technologies as well as preparation of a Request for Proposals from vendors interested in working with the County to develop a the selected technical approach.
- Client:** Dixie County BOCC
Project Title: C&D Landfill Horizontal Expansion Design, Permitting and Construction Phase Services
Description: The project includes preparation of a permit application to construct and operate a 5-acre expansion of the current landfill footprint. The application will include a request for alternate procedures to allow for construction of the expansion without a geosynthetic bottom liner and leachate collection system.
- Client:** Hernando County BOCC
Project Title: Scalehouse Improvement Engineering Services
Description: The project includes the design and construction of a new scalehouse at the Hernando County Northwest Landfill. A temporary scalehouse will be utilized so that operations are not interrupted during construction.
- Client:** Suwannee River Water Management District
Project Title: Water Quality Monitoring Services
Description: The project includes monthly monitoring of surface water flow, surface water quality and groundwater quality at 85 locations within the District.

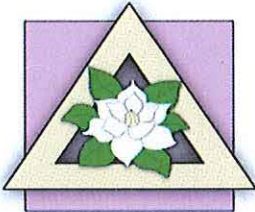
Locklear & Associates, Inc.

Response to Request for Proposals for Solid Waste Consulting and Engineering Services

Leon County BC-03-18-14-24

J Subconsultants

The L&A team includes three highly qualified Leon County firms, two of which are registered W/MBE firms. Resumes for key staff members of each firm are provided at the end of this tab.



Firm: Magnolia Engineering, LLC

Services: Civil and Environmental Engineering

W/MBE: MBE

Summary: Magnolia Engineering provides civil and environmental engineering services throughout north-Florida and south-Georgia. They specialize in stormwater design and permitting. They also provide sedimentation and erosion control plans for NPDES compliance, as well as a variety of other services the County will likely need during the anticipated landfill closure project.



Firm: TestAmerica Laboratories, Inc.

Services: Environmental Sampling and Laboratory Analytical Services

W/MBE: No

Summary: TestAmerica is a leading environmental testing firm in the United States. Operations include a nationwide network of 28 environmental testing laboratories and 33 service centers. TestAmerica provides innovative technical expertise and comprehensive analytical testing services. Their local staff has been performing field sampling and laboratory analyses for the Leon County Solid Waste Management Facility for nearly 20 years. They are uniquely knowledgeable of the facility's specific sampling requirements. TestAmerica provides project continuity that no other firm can match. Mr. Locklear has worked with TestAmerica staff since 2008.



Firm: Diversified Design & Drafting Services, Inc. (3DS)

Services: Surveying

W/MBE: WBE

Summary: Diversified Design & Drafting Services, Inc. (3DS) is celebrating its 22nd year in business this year. 3DS was originally formed in 1991 as a woman owned business to meet the needs of engineering companies in CADD production work as well as in software training. As 3DS evolved, we began providing court room exhibits, plotting services and personnel for engineering firms in need of employees with specific software package expertise. In 1998, 3DS began offering a full array of professional surveying services specializing in full topographic design surveys. As our survey department has grown and we have added to its collection of services including photogrammetry, LiDAR processing, mobile LiDAR and high definition scanning.

DRAFT



Leon County

Board of County Commissioners

301 South Monroe Street, Tallahassee, Florida 32301
(850) 606-5302 www.leoncountyfl.gov

Minority, Women, and Small Business Enterprise Division
1800-3 Blair Stone Road
Tallahassee, Florida 32308
(850) 606-1650

Commissioners

BILL PROCTOR

District 1

JANE G. SAULS

District 2

JOHN DAILEY

District 3

BRYAN DESLOGE

District 4

KRISTIN DOZIER

District 5

MARY ANN LINDLEY

At-Large

NICK MADDOX

At-Large

VINCENT S. LONG

County Administrator

HERBERT W.A. THIELE

County Attorney

August 12, 2013

Carmen Green
Magnolia Engineering, LLC
3551 Blair Stone Road, Suite 128-275
Tallahassee, FL 32301

RE: Certification No.: LCCH13-29

Dear Ms. Green:

Based upon the provision of your proof of minority status supporting documentation, your request to change your certification status from Women-Owned Business Enterprise (WBE) to Minority-Owned Business Enterprise (MBE) is approved and effective for a period of two years from August 12, 2013 through August 11, 2015. This Certification is applicable when business is conducted consistent with the following specialties:

Civil, Structural, & Environmental Engineering

Your submittal of bids to supply other products or services outside of these specialties will result in the contracting entity not receiving credit for WBE participation for the project.

This certification is for Leon County Board of County Commissioners and the City of Tallahassee projects only. Your certification is recognized by the City of Tallahassee – MBE Office; however, you must contact the City of Tallahassee Procurement Division at (850) 891-8280, to list your business in their on-line MBE Directory. You are encouraged to become an active bidder in both the Leon County's and the City of Tallahassee's procurement processes.

This certification must be renewed bi-annually. If there is a change in ownership or control of the business, or if you propose to provide additional services not listed previously, the MWSBE Division must be contacted and a new Certification Application completed. In addition, the MWSBE Division must be advised of any changes in your business name, address or contact information. All changes must be reported within fourteen (14) days of taking place. This requirement is applicable throughout the effective certification period.

Failure to report such changes may constitute grounds for cancellation of this certification. Leon County reserves the right to cancel this certification at any time due to fraudulent information, failure to properly report any type of business change, or revocation by a party of the M/WBE Interlocal Agreement. Cancellation of your certification is subject to your right to appeal. If such action is deemed necessary, you will be notified of the action, the appeal process, and of your appeal rights.

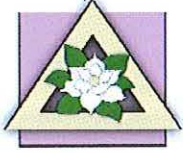
Thank you for applying with the Leon County MWSBE Division. Please do not hesitate to contact our office, should you have any questions.

Sincerely,

Shanea Y. Wilks, Director
Minority, Women, and Small Business Enterprise Division

Enclosure

cc: Ben Harris, City of Tallahassee MBE Office
Thad Fortune, Office of Supplier Diversity



Magnolia Engineering LLC

5201 Williams Road, Tallahassee Florida 32311

State Certificate # 29844

Phone: (850) 443-5456 + Fax: (850) 386-4295 + Email : magengllc@gmail.com + web: <http://magnoliaengineering.com>

Carmen Bourgeois Green, P.E. **President and CEO**

QUALIFICATIONS SUMMARY

Over twenty years experience as a certified Professional Engineer specializing in civil and environmental engineering, with experience in site design and planning, stormwater modeling and design, water and wastewater planning and design, project management, plans and specifications, permitting, soils testing and analysis, bidding and construction services, facilities planning, and design analysis. Proficient in Autocad computer drafting software, and in ICPR, SWMM, Modret, Hydraflow, and HEC/RAS computer modeling.

EMPLOYMENT HISTORY

2012 – Present: President and CEO, Magnolia Engineering LLC, Tallahassee FL
2006 – 2012: President and Partner, Blackhawk Engineering, Inc., Tallahassee FL
Vice President and Partner, Soils, Sediment & Subsurface, Inc., Tallahassee, FL
1995 – 2006: Project Manager/Vice President, DEC Engineering Inc., Tallahassee, FL
1989 – 1995: Project Engineer/Project Manager, Camp, Dresser & McKee, Inc., Tallahassee, FL
1985 – 1989: Project Manager, DEP Bureau of Wastewater Management and Grants, Tallahassee FL
1984 – 1985: Project Engineer, Camp, Dresser & McKee, Inc., Clearwater FL

REGISTRATION

Professional Engineer – Florida (1989)
Professional Engineer – Georgia (2006)

EDUCATION

B.S., Civil Engineering, University of Florida, 1981
M.E., Environmental Engineering, University of Florida, 1984

PROFESSIONAL SOCIETIES AND COMMUNITY SERVICE

Member, Florida Engineering Society and NSPE (1990 – Present)
Leon County Code Enforcement Board, 2009 to date (currently serving Chair)
Leon County Minimum Countywide Environmental Standards Committee (2011 – 2012)
Leon County MBE/WBE Citizens Advisory Committee, 2002 to 2010 (Vice Chair, 2003 to 2010)
Leon County Septic Tank Advisory Committee, 2004 – 2009
Leon County GEM Permit Process Improvement Focus Group, 2005 – 2006
President – Big Bend Chapter, Florida Engineering Society (1997-1998)
Young Engineer of the Year, Big Bend Chapter, Florida Engineering Society, 1993
Outstanding Technical Achievement, Big Bend Chapter, Florida Engineering Society, 1999
Chairman, FES Mathcounts Committee, Big Bend Region, 1993-1994

Carmen Bourgeois Green, P.E.
Resume ~ August 2012
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PUBLICATIONS AND PAPERS

Stormwater Permitting – The New Kid on the Block, Tallahassee Local Builder & Subcontractor Directory, Summer 2008
Co-Author, *Geotechnical Soils Investigations and Soils Testing for Construction of Common Structures*, Tallahassee Local Builder & Subcontractor Directory, Fall 2007
Co-Author, *Stormwater Ponds for Small Projects*, Tallahassee Local Builder & Subcontractor Directory, Summer 2007
1993 Legislative Summary, Florida Water Resources Journal, June 1993
1992 Legislative Wrap-Up, Florida Water Resources Journal, May 1992
1992 Legislative Forecast, Florida Water Resources Journal, April 1992
1991 Legislation Summary, Florida Water Resources Journal, August 1991
Legislative Update, Florida Water Resources Journal, July 1991
1991 Legislative Forecast, Florida Water Resources Journal, June 1991
Activated Carbon Adsorption of Trichloroethylene from Air Stripper Waste Streams, University of Florida, 1984
(Masters work performed at Tyndall Air Force Base)

SELECTED PROJECT EXPERIENCE

- Consulting Engineering for St. George Plantation Owners' Association (continuing services contract). Projects included repair and repaving of roads and private runway in accordance with FDOT standards.
- Site planning and stormwater design for Honey Lake Plantation Resort and Spa, a 52-acre site in Madison County, Florida. The design incorporated existing "cow ponds" at the site to provide a stormwater system with a "natural" feel that would blend in with the existing landscape as much as possible. Permits were required from the Suwannee River Water Management District and the U.S. Army Corps of Engineers.
- Design and permitting of Family Life Center for the Church of Pentecost, Jacksonville. This project consisted of the construction of a 28,000-GSF, two-story Family Life Center at the Church of Pentecost in Jacksonville. Services provided included site planning and permitting; stormwater permitting through the SJRWMD; Coordination with JEA for provision of utilities; and design and permitting of a duplex sewage grinder pump station. Due to limited space on the site, the stormwater system was designed to fit under the parking lot. The site was also retrofitted to meet the requirements of a previous stormwater permit, in addition to the facilities required for the new Family Life Center.
- Site planning, design and permitting for the Gujarati Samaj Hindu Temple, Tallahassee, Florida (ongoing). Site required FDOT driveway and utility permits, and widening a median cut and addition of a turn lane per FDOT standards.
- Design and permitting for an addition to the St. Augustine Plantation assisted living facility. A step backwater model was used to estimate peak flows in the adjacent drainage ditch. The stormwater facility was then designed based on the backwater effects from the ditch.
- Rooster Crossing: Large scale map amendment for rezoning of approximately 73 acres from agricultural to rural residential, Gadsden County, Florida.



Carmen Bourgeois Green, P.E.
Resume ~ August 2012
Page 3 of 6

- Design and permitting of the new addition to the Animal Aid Foundation Spay and Neuter Clinic, Tallahassee. As part of this effort, Ms. Green obtained a 75% reduction in the Concurrency fee for the project under the City of Tallahassee concurrency relief program.
- Site plan design and permitting for the Hancock Place Condominiums, a sixteen-unit project located near Florida State University.
- Site planning, design and permitting for the Canopy Trails and Rivendell Phase II Limited Partitions, Leon County, Florida.
- Permitted drainage improvements for the First Presbyterian Church, Tallahassee, Florida.
- Site planning, design and permitting for the Aenon Road Industrial Park, Tallahassee, Florida. This site had several environmental constraints, including wetlands, floodplains and downstream flooding, that had to be addressed in the design. The project uses a wet detention pond to meet County restricted discharge requirements, and also addresses an existing deficiency in the local stormwater conveyance system.
- Performed an analysis and made recommendations for a failing septic system at the Imagination Day School, Tallahassee, Florida.
- Deertree Hills Wastewater: The wastewater treatment plant was not in compliance and was under consent order with DEP. Funding was very limited due to the fixed incomes of many of the residents. This project involved working closely with the Deertree Hills Homeowners' Association and the City of Tallahassee to connect the development to City sewer and eliminate the point source discharge to Gum Swamp, thus bringing Deertree Hills into compliance with its DEP consent order.
- Bradfordville First Baptist Church: Site design and permitting for a new 120,434-ft² church complex located in the Bradfordville area of Leon County, Florida. Site required FDOT permits for the new driveway connection and the low pressure sewer (grinder pump station).
- Southern Bell Trailer Park: Design, bidding and construction services for the wastewater treatment plant upgrade and collection system. Through her efforts, the treatment plant was brought into compliance with its FDEP permit and consent order after ten years of non-compliance. The project received the "Outstanding Technical Achievement" award from the Big Bend Chapter of the Florida Engineering Society.
- Bradfordville Area Mini-warehouses and Restaurant: Project required compliance with the Leon County Bradfordville Area stormwater requirements, which are some of the most stringent in the State. This project also involved complex site and grading factors, and an offsite sewer line extension for the Talquin Electric Cooperative. FDOT driveway and stormwater permits were required for the site, and an FDOT utility permit was obtained for the Talquin sewer line extension.
- Ashton Woods subdivision: The subdivision, located in Tallahassee, was clustered on the uphill portions of the site to accommodate existing flood plain and wetlands on the site. Design included water and sewer utilities and a "wet detention" stormwater pond. A City environmental variance and state wetlands permit, including mitigation, were obtained to allow an access road through the wetlands to



the developable portions of the site.

- Eastwinds Condominiums: Design of onsite utilities and infrastructure for new condominiums on Jacksonville Beach. Design included compliance with coastal construction zone requirements, including onsite retention of all stormwater.
- Cloisters of All Saints: Site design and permitting for an urban development in the downtown All Saints neighborhood of Tallahassee. The design included a stormwater facility located underneath the parking lot of the development.
- Tallahassee Lighting, Fan and Blind: Site design and permitting, stormwater and infrastructure design for the new store located on Capital Circle in Tallahassee. Coordination with FDOT was required to modify the existing driveway cut to meet City requirements.
- Tradewinds Planned Unit Development: Design of a pressure sewer system and upgrade of existing grinder pump stations in the coastal area of Wakulla County.
- Brooks Concrete: Design of a concrete truck wash-out system and stormwater system to bring the facility into compliance with DEP industrial wastewater regulations.
- Quincy Farms: Design of onsite treatment and disposal systems for wastewater from mushroom-growing operations. Variances were obtained from DEP and the local health department.
- Oakfair Plaza: Design and permitting of a commercial strip mall, including grading, stormwater, landscaping, and onsite sewage treatment and disposal system, in Leon County.
- Project Engineer, Bayside Subdivision Water Distribution System. Prepared plans and specifications and applied for DEP permit for extension of potable water to the proposed Bayside subdivision.
- Project Engineer, Clipper Bay Subdivision Onsite Treatment and Disposal System. Prepared plans and specifications for an onsite community septic treatment and disposal system for an 8-lot subdivision on the bay side of St. George Island.
- Pan Food Stores: Design of an activated carbon filter and disposal system to treat and dispose of the overflow wastewater from a car wash where sewer is not available (Pan Food Store #1 and #2, Leon County).
- Immanuel Baptist Church: Site design, stormwater and infrastructure for the new classroom building. This project was required to undergo the City of Tallahassee's "Planned Unit Development" review process.
- Westminster Courtyard: Swimming pool design for a 42-unit retirement community in Bradenton, Florida.
- Wakulla Station County Café: Design and permitting of a country-style restaurant with semi-truck accessibility in Wakulla County. Stormwater design had to accommodate conflicting state requirements. FDOT driveway and stormwater (closed basin) permits were required.



- North Florida Animal Hospital: Design and permitting of a 6,000-ft² addition to the existing veterinary hospital in Tallahassee.
- Agape Life Fellowship: Design and permitting for a new church; develop preliminary site plan for future expansion (Tallahassee).
- Barrett Commercial Center: Design and permitting of a 22,000-ft² commercial development in the City of Tallahassee.
- Original site design and permitting for the Heritage Hills subdivision on Highway 59 in west Jefferson County. This project consists of the subdivision of a 300-acre parcel into 91 three-acre lots. Design included coordination with local utility providers.
- Maryland Oaks Crossing Planned Unit Development: Design and permitting of Phase III of a rent-subsidized, manufactured housing development for the Good News Outreach. The development offers low-rent housing to mothers with young children who would otherwise be homeless. Engineering included stormwater and infrastructure design, and City of Tallahassee site plan approval.
- Ochlockonee Pointe Apartments: Site layout, stormwater and infrastructure design, and permitting for an affordable housing community in Midway, Florida.
- Stafford's Warehouse, Thomasville, Georgia: Site planning, stormwater and infrastructure design, and permitting for the new store and warehouse expansion of a family-owned business that designs and manufactures hunting and outdoor clothing and gear.
- Disc Village, Wakulla County: Site plan and permitting for a new warehouse for Disc Village, a private, non-profit organization that provides a wide variety of treatment and rehabilitation services.
- Rhoden Limited Partition: Subdivision approval for three large residential lots on Rhoden Cove Road, Tallahassee.
- Hermitage Offices, Tallahassee: Regraded site to accommodate a new building design, and obtained a "minor modification" to the approved site plan.
- Capital Eurocars Expansion: Natural Features Inventory, preliminary site plan, and stormwater design.
- Project manager and design engineer for State Satellite Office Complex, a 270-acre development for the Department of Management Services. Performed modeling, planning and design for the project. Site and infrastructure design for Leon I and PSC/CEP building sites. Responsible for preparation of construction plans and specifications, bidding and construction services, and permitting for Phase I of the site infrastructure.
- Project manager and design engineer for Leon County Centerville Road Culvert Replacement. Responsibilities included stormwater analysis and design, preparation of plans and specifications, utilities coordination, permitting, and public relations.



- Project manager and design engineer for North Florida Reception center (NFRC) roadway and drainage improvements; NFRC Agricultural Use Plan for sludge disposal; NFRC Sampling and Analysis Plan, Quality Assurance Plan and CompQAP for wastewater effluent discharge; and Florida Highway Patrol (Madison) repaving.
- Project manager for West Palm Beach East Central Regional Wastewater Treatment Plant - State revolving loan funding. Responsible for ensuring compliance with federal and state regulations necessary to receive SRF loan funding.
- Project engineer for Jefferson Correctional Institution, Florida Department of Corrections. The work included a water distribution system, and the design of a 200,000-gpd extended aeration wastewater treatment plant. Disposal was to the surrounding wetlands, and we obtained one of the first permits for a wetlands discharge under the new DEP rules enacted at that time.
- Construction manager for Florida State Hospital, West Tank (lead paint abatement); 267 Bed Work Camp, Franklin County; Jefferson Correctional Institution; NFRC site work, water well modifications, and roadways improvements; Lisenby Service Center (Panama City) and Sunland Training Center (Marianna) drainage and paving improvements; and FHP/Madison repaving.
- Project engineer for: Plans and specifications for the City of Tampa River Heights Intercepting Sewer Replacement; Plans and specifications for the Hillsborough County River Oaks Recovered Water System Relocation; 30% Design Memorandum for the Florida Correctional Institution Work Camp in Marion County; Franklin County work camp water quality analysis; Effluent disposal alternatives for the City of Tallahassee; Modeling and design of stormwater management systems for the North Florida Reception Center; Development of the Satellite Office Complex conceptual stormwater management plan and conceptual and advanced Schematics design reports.
- Project engineer for: Contamination Assessment Plan (CAP) for the Majette North Landfill in Bay County; Public Awareness Plan for the Leon County Stormwater Master Plan; Environmental impact analyses ("FNSIs") for West Palm Beach and City of Sarasota; Closure plan for the Union Correctional Institution landfill; 201 facilities plans for the municipalities of Orange Park, Sarasota County, and South Hutchinson Island.
- Primarily responsible for obtaining DEP, FDOT and other permits for the Satellite Office Complex, Franklin Work Camp, Jefferson Correctional Institution, NFRC, and other projects. Oversaw and coordinated preparation of the draft PPSA permit application for the Lee County Solid Waste Energy Recovery Facility.
- Project engineer for St. George Island/Sikes Cut Area Septic Tank Feasibility Analysis. Evaluated soils, development density, and other factors to determine the feasibility of onsite septic tank systems for residential development.
- Four years experience with the former Florida Department of Environmental Regulation in the grants/loan program. Project manager for the federal wastewater construction grants program, assisting municipalities in meeting the many prerequisites for receiving funding. Direct supervisor for two engineers. Expert resource for projects seeking State Revolving Fund loan funding.



Personnel Resume

Bryan Black
Field Technician

Qualifications Summary

Mr. Black has 13 years of experience in the laboratory industry including field sampling, facility maintenance, and hazardous waste management. He is well-versed in the Florida DEP Standard Operating Procedures for sampling.

Professional Experience

Field Sampling Technician – TestAmerica Tallahassee - 2005 to present

Mr. Black organizes sampling events and collects groundwater, surface water and soil samples according to FDEP Standard Operating Procedures.

Facility Maintenance – TestAmerica Tallahassee - 2001 to present

Mr. Black is responsible for physical maintenance of the Tallahassee facility.

Hazardous Waste Coordinator – TestAmerica Tallahassee – 2012 to present

Mr. Black is responsible for oversight and training for the laboratory's hazardous waste program, including disposal.

Professional Training

- OSHA 40 Hour HAZWOPER Training Certification
- OSHA 30 Hour Course
- DOT Training
- Hazardous Material Training
- EPA Clean Sampling Techniques Training

Education

- ◆ High School

Personnel Resume

Amy Marks
Project Manager

Qualifications Summary

Ms. Marks has a BS chemistry degree from Western Michigan University. Ms. Marks has over 13 years of experience in the environmental laboratory industry including supervisory experience. Her technical background provides an excellent base for assisting clients with analytical testing services.

Professional Experience

Project Manager – TestAmerica Tallahassee - 2005 to Present

Ms. Marks serves as the primary contact for selected clients. As a Project Manager, she identifies analytical goals and data quality objectives while providing the client the pre-project planning assistance. She assist clients with the project-specific quality assurance plans, coordinates the dispatch of sample containers, previews project and site-specific information on arrival of samples in the laboratory, tracks project status, reviews final analytical report for completeness, accuracy and to insure client data quality objectives have been met. She ensures that all required data deliverables are shipped to the client and coordinates the electronic data downloads.

Volatile Organics Department Manager- 2004 to 2005

Responsibilities included day to day organization of the Volatile Organics section; implementation of quality control procedures; data package review; training of analysts in instrument operation and quality control procedures; procedure development for metals analyses; maintenance of instrumentation. Responsibilities included performing analyses on water and waste samples; experience in running, maintaining and troubleshooting GC/MS and Purge and Trap systems.

Volatile Organics Laboratory Supervisor- 2003 to 2004

Responsibilities included day to day organization of the Volatile Organics section; implementation of quality control procedures; data package review; training of analysts in instrument operation and quality control procedures; procedure development for metals analyses; maintenance of instrumentation. Responsibilities included performing analyses on water and waste samples; experience in running, maintaining and troubleshooting GC/MS and Purge and Trap systems.

Chemist- 2000 to 2003

Responsibilities included performing analyses on water and waste samples; experience in running, maintaining and troubleshooting GC/MS and Purge and Trap systems

Education

-
- ◆ BS Chemistry –Western Michigan University (1999)

Personnel Resume

Jim Robbins
Field Supervisor

Qualifications Summary

Mr. Robbins holds a B.S. in Criminology from Florida State University. He has 20 years of experience in the laboratory industry including field sampling and supervision of others in the field, environmental health and safety, and hazardous waste. He is well-versed in the Florida DEP Standard Operating Procedures for sampling.

Professional Experience

Supervisor of Field Operations – TestAmerica Tallahassee - 2002 to present

Mr. Robbins is responsible for coordinating and scheduling all sampling events for the Tallahassee facility.

Field Sampling Technician – TestAmerica Tallahassee - 1994 to present

Mr. Robbins organizes sampling events and collects groundwater, surface water and soil samples according to FDEP Standard Operating Procedures.

Environmental Health and Safety Coordinator – TestAmerica Tallahassee 1998 to present

Mr. Robbins is responsible for monthly safety training, laboratory safety inspections and leading the quarterly safety committee meetings for the Tallahassee facility.

Director of Flight Tests – United States Air Force – 1977 – 1990

Mr. Robbins was responsible for conducting flight testing for new production air craft.

Pilot – United States Air Force – 1970 – 1977

Mr. Robbins operated fighter aircraft on various assignments.

Professional Training

-
- OSHA 40 Hour HAZWOPER Training Certification
 - OSHA 30 Hour Course
 - DOT Training
 - Hazardous Material Training

Education

-
- ◆ BS Criminology – Florida State University (1970)



PROFESSIONAL RECORD

Jason D. Hill, PSM Survey Project Manager

Jason Hill has 23 years of experience in surveying and mapping, working primarily on Florida Department of Transportation projects for the past 16 years. His experience encompasses: design surveys; right-of-way surveys; horizontal and vertical control surveys, topographic surveys; including utilization of electronic field book; jurisdictional delineation; and geodetic and construction surveying. As a Project Manager he has the responsibility of managing multiple projects, ensuring detailed attention and quality assurance to each one. His duties include: client contact; scheduling, manpower allocation; quality control and project budgets. Mr. Hill has worked with various city and county governments, the Florida Department of Transportation, and a variety of private sector clients.

KEY PROJECT EXPERIENCE

Leon County/City of Tallahassee Stormwater Infrastructure Inventory Map, Phase 2, Tallahassee, Florida, 2011: Mr. Hill is the Project Manager for this project which consists of sixteen areas covering twenty-five square miles, which require location, identification and mapping of stormwater infrastructure. This is the second phase of a complete city-wide stormwater infrastructure inventory mapping project of the City of Tallahassee's stormwater WFR.

Tallahassee Regional Airport, Tallahassee, Florida: Jason has been the Project Manager for several projects at the Tallahassee Regional Airport. These project include the following:

- Full Design Survey for the extension of Runway 18-36
- Design Survey for the resurfacing of the North Apron
- Full Design Survey for Roadway improvements for the GA Roadway
- Topographic survey for the Honda Jet Site

City of Tallahassee/Blueprint 2000 Capital Circle NW/SW, Leon County, Florida, 2013: Mr. Hill provided surveying services for the full topographic design survey of 250 feet of existing and proposed right-of-way along with complete right-of-way mapping for acquisition along the entire corridor from 500 feet south of Tennessee Street to Orange Avenue in Leon County, Florida. This project also includes wetlands and boundary surveys for several pond sites along the corridor.

PROFESSIONAL ACHIEVEMENTS

Professional Surveyor and Mapper, State of Florida, Certification No. 6008



PROFESSIONAL RECORD

Pamela W. Nobles, PSM
Principle-in-Charge

Ms. Nobles has been involved in surveying and mapping since 1991 and is the owner of Diversified Design & Drafting Services, Inc. (3DS), which specializes in finished topographic maps for use in engineering design. Ms. Nobles oversees all aspects of both Surveying and Photogrammetry operations by serving as Project Manager and Principle-in-Charge for both divisions as well as Business Manager for the Company. She also spends considerable time contributing and promoting the profession of Surveying and Mapping. She has served on the Florida Board of Professional Surveyors and Mappers, serving three years as chair. With this tenure, she helped institute and write a photogrammetric exam for licensure in the State of Florida. Ms. Nobles also participates on the National Council of Examiners of Engineers and Surveyors Exam Committee for Professional Surveyors as a Subject Matter Expert.

PROFESSIONAL LICENSES

Professional Surveyor and Mapper, State of Florida, 1996, Certification No. 5645
Professional Land Surveyor, State of Alabama, 2006, Certification No. 27945-S
Professional Surveyor Photogrammetrist, Commonwealth of Virginia, Certification No. 118

KEY PROJECTS

Capital Circle NW/SW, 2006 – 2013, H.W. Lochner Engineering, Inc.

Tallahassee, Florida

Is serving as *Project Manager* for this full topographic design survey of 250 feet of existing and proposed right-of-way along with complete right-of-way mapping for acquisition along the entire corridor from 500 feet south of Tennessee Street to Orange Avenue in Leon County, Florida. This project also includes wetlands and boundary surveys for several pond sites along the corridor.

Leon County/City of Tallahassee Stormwater Infrastructure Inventory Map, Phases 1 and 2, 2006/2011, Woolpert

Tallahassee, Florida

Served as *Principle-in-Charge* for both phases of this project. Phase 1 of this project consisted of four pilot areas and required location, identification and GIS mapping of stormwater infrastructure. The purpose was to assess the costs, approach and resources needed to complete a stormwater infrastructure inventory for the City of Tallahassee. The information was used to update the County's GIS database. In 2009, 3DS was awarded Phase 2 of this project which consisted of sixteen additional areas covering twenty-five square miles, which required location, identification and mapping of stormwater infrastructure

Leon County GPS/LIDAR Mapping, 2005 to 2009, Merrick Engineering Co.

Tallahassee, Florida.

Principle-In-Charge of this complete Blue Booking project involving GPS control network, target control and mapping check points for LIDAR mapping. This project create the initial database for the entire GIS system for Leon County. This system included planimetrics, contours and parcel mapping. 3DS has held the contract along with Merrick, Inc. for all updates performed since the initial program began.

City of Tallahassee Master Sewer Plan, 2006, Hatch Mott McDonald

Tallahassee, Florida.

Principle-In-Charge for this project to establish elevations on designated sanitary sewer manholes. We also performed as-built surveys, provided horizontal location and data on each manhole and pump station in designated areas.

Tallahassee Regional Airport, Tallahassee, Florida: Pam has served as Principle-In-Charge for various projects at the Tallahassee Regional Airport since the late 1990's. The most recent projects include:

- Full Design Survey for the extension of Runway 18-36
- Design Survey for the resurfacing of the North Apron
- Full Design Survey for Roadway improvements for the GA Roadway
- Topographic survey for the Honda Jet Site

K Project Team



John Locklear, P.G.

Project Role: Project Manager
Bachelors of Science - Geology
Masters of Science - Geology
Florida Licensed Professional Geologist #2467
Georgia Licensed Professional Geologist #1903
SWANA Florida Chapter Member
Recycle Florida Today Member
APWA Sante Fe Branch District Representative
Industry Tenure: 16 years

Mr. Locklear has 16 years of technical experience in the environmental engineering and hydrogeology fields. Mr. Locklear's technical expertise focuses on solid waste management and permitting, hydrogeological evaluations, compliance monitoring and reporting and contamination assessment and remediation. Mr. Locklear has provided technical services at more than 60 Florida landfills, including serving as the Client Services Manager and Project Manager for the Leon County Solid Waste Department from 2008 through 2012.

LEON COUNTY PROJECT EXPERIENCE

Solid Waste Operations Permit Renewal Application

Project Manager. Mr. Locklear managed a project team that prepared the 2008 operations permit renewal application for the Leon County Solid Waste Management Facility. The application package resulted in permit conditions that required no increase in operational costs.

Solid Waste Composition Study

Project Manager. Mr. Locklear managed a two-phase waste audit of Class I waste for the Leon County Solid Waste Management Division (SWMD). The purpose of the waste audit was to analyze the composition of residential and commercial Class I waste delivered to the Leon County Transfer Station, in an effort to obtain County-specific data regarding various recyclable materials in the disposed waste stream. The project goals included:



- Assist Leon County (County) in identifying targets of opportunity that will allow it to move toward the State of Florida's 75 percent recycling goal;
- Assist the County in developing future solid waste programs, including more focused and cost-

effective resource management and recycling programs; and

- Assist the County in providing more accurate data for state reporting purposes.

The project team worked with SWMD staff to establish 22 material types for sampling purposes – 21 for various recyclable materials and another for residue or non-recyclable items. The material categories were organized into eight material classes: **glass, metal, plastic, paper, organics, hazardous/special waste, other recyclables, and residue/composite MSW.**

Solid Waste Financial Assurance Calculations

Project Manager. Mr. Locklear managed a project team that aggressively re-evaluated the Financial Assurance obligations of the Leon County Solid Waste Management Division. The calculations resulted in significant savings for Leon County.

Modified Financial Assurance Obligations:

Closure: \$5,668,272

Post-Closure: \$5,218,575

Previous Financial Assurance Obligations:

Closure: \$6,430,387

Post-Closure: \$7,166,732

Solid Waste Long-Term Care Permit Evaluation

Project Manager. Mr. Locklear managed a project team that evaluated various solid waste permitting options available to Leon County in an effort to minimize long-term care costs. The evaluation demonstrated that the County can realize a savings of approximately \$1.7 million pending retroactive closure approval from the Florida Department of Environmental Protection for portions of the Leon County Solid Waste Management Facility.

Solid Waste Transfer Station Operations Permit Renewal Application

Project Manager. Mr. Locklear managed a project team that prepared the operations permit renewal application for the Leon County transfer station. Mr. Locklear worked closely with County and Florida Department of Environmental Protection staff to ensure the timely issuance of a permit that met the needs of the County.

Solid Waste Transfer Station Floor Repair

Project Manager. Mr. Locklear managed a project team that designed repairs to the Leon County transfer station floor. Mr. Locklear worked with County staff to design a repair that allowed for uninterrupted operation of the facility during construction activities. This strategy resulted in an avoidance of additional

operating costs that would have been incurred if alternate operations were required during construction.

Apalachee Regional Park Overflow Parking Evaluation

Project Manager. Mr. Locklear managed a project team that provided technical assistance to the Leon County Division of Parks and Recreation and the Division of Solid Waste Management in modifying the former Class III disposal area for secondary use. The former disposal area is now utilized as overflow parking for the adjacent Apalachee Regional Park. This required an evaluation of landfill gas migration potential and the design of preventive control measures. Mr. Locklear met with staff from both divisions and worked to provide appropriate control measures which the County was able to install, thereby reducing project costs.

Groundwater Compliance Monitoring and Reporting

Project Manager. Mr. Locklear lead a team of local subconsultants in the execution of semiannual groundwater and surface water sampling, analyses and reporting as required by the landfill operating permit. In 2011, Mr. Locklear successfully reduced the County's annual reporting requirements which resulted in a cost savings of nearly \$15,000.

Rural Waste Service Center Conceptual Site Plan

Project Manager. Mr. Locklear managed a project team which prepared a conceptual site plan for modifications to the County's rural waste service centers. The conceptual site plan included the following components:

- Compactor boxes
- Open top roll-offs
- Hooklift recycling containers
- Canopy covered household hazardous waste collection area
- Canopy covered re-use area
- Yard debris area
- Stormwater management areas



LEON COUNTY RURAL WASTE SERVICE CENTER

Organics Recycling Biomodule Demonstration Project



Project Manager. As an alternative method over landfilling organic waste, Mr. Locklear lead a project team in the design and construction of a pilot-scale, flexible vessel anaerobic and aerobic digester at the Leon County Solid Waste Management Facility in Tallahassee, Florida. This alternative method of processing organic wastes as opposed to landfilling avoids the greenhouse gas emissions and other environmental impacts associated with organic waste decomposition in open landfills.

The vessel, designed with flexible membrane liner materials, was designed to process organic waste first anaerobically then aerobically while the material remains sealed in the vessel. Conceptually, the approach would allow biogas to be efficiently collected and converted to electricity, or used directly as a biofuel during the anaerobic digestion phase.

Source separated produce waste was provided by the eleven Publix Supermarkets, Inc. (Publix) grocery stores located in Tallahassee and surrounding suburbs. Mr. Locklear coordinated with Waste Management, Inc. and Publix to collect the produce waste from each store every two days for approximately two weeks, which resulted in the collection of approximately 15 tons of source separated food waste.

Groundwater Remedial Action Plan and Pilot Study



Project Manager. Mr. Locklear prepared a Remedial Action Plan (RAP) to address elevated concentrations of Benzene and Iron in groundwater samples collected downgradient of the unlined Class III landfill. The RAP evaluated multiple remedial approaches with respect to anticipated effectiveness as well as projected capital and operating costs. A combination of soil vapor extraction and air sparging was selected for further evaluation through a pilot study. Concentrations of the parameters of concern declined to levels that additional pilot study efforts were deemed unnecessary. The FDEP agreed that additional remediation was no longer required and routine groundwater monitoring was continued.

Pedestrian Pathway Design

Project Manager. Mr. Locklear managed a team of professionals in the design and permitting of a 34 feet wide stabilized pedestrian pathway to a delineated parking lot area located on the inactive Phase IA landfill cell. The project included coordination with the Leon County Parks and Recreation Department and the Solid Waste Management Division. The pedestrian path provides access for spectators from the parking area to the cross county running trail.



Annual Title V Operating Report

Project Manager. The County's Title V permit requires submittal of an Annual Operating Report for the landfill gas collection system at the landfill. Mr. Locklear managed the AOR project each year from 2008 through 2011.

Annual Greenhouse Gas Reporting

Project Manager. The Environmental Protection Agency promulgated Greenhouse Gas (GHG) Emissions reporting requirements for landfills in 2010. Landfill owners are required to monitor and report GHG emissions if the landfill generates more than 25,000 metric tons of carbon dioxide equivalents per year. The project included calculation of GHG generation, development of GHG management plans, and assistance in implementing the monitoring protocols.

OTHER PROJECT EXPERIENCE

Alachua County Mixed Waste Materials Recovery Facility Design, Permitting & Construction

Project Manager. Mr. Locklear is leading a team of nationally recognized solid waste experts to retro-fit the Leveda Brown Class I Transfer Station to a mixed waste materials recovery facility. The project will evaluate a range of mechanization options to develop a cost per ton matrix to enable the BOCC to make informed decisions regarding the future of the County's solid waste management program.

Alachua County Organics Recycling Facility Project Development

Project Manager. Mr. Locklear is leading a team of nationally recognized solid waste experts to develop an organics recycling facility in conjunction with the retro-fit of the Leveda Brown Class I Transfer Station to a mixed waste materials recovery facility. The project includes development of a Request for Proposals to solicit vendor submissions which will be evaluated with performance measures matrix.

Hernando County Solid Waste Division Continuing Engineering Services

Client Services Manager and Project Manager. Services include landfill permitting, Title V permitting, annual operating reports, Tier II testing, solid waste master planning, transfer station feasibility study, scalehouse design and construction, annual capacity analysis and groundwater technical assistance.

Putnam County Solid Waste Department Continuing Engineering Services

Client Services Manager and Project Manager. Services included Class I and Class III landfill permitting, operations assistance, landfill closure, compliance monitoring, groundwater contamination assessments, landfill gas monitoring, stormwater management, landfill gas to energy project development and other miscellaneous services.

Jefferson County Solid Waste Department Continuing Engineering Services

Client Services Manager and Project Manager. Services include groundwater compliance monitoring and reporting, landfill gas monitoring, stormwater management, and permit renewal application.

Lafayette County Solid Waste Department Continuing Engineering Services

Client Services Manager and Project Manager. Services include groundwater compliance monitoring and reporting, landfill gas monitoring, stormwater management, and FDEP permit compliance assistance.

Dixie County Solid Waste Department Continuing Engineering Services

Client Services Manager and Project Manager. Services include preparation of FDEP construction and demolition debris landfill permit renewal application, groundwater compliance monitoring and reporting, landfill gas monitoring, stormwater management, C&D lateral expansion permitting and design.

Suwannee County Solid Waste Department Continuing Engineering Services

Client Services Manager and Project Manager. Services include Class I landfill permitting, landfill gas collection system modifications, transfer station permit renewal application, transfer station floor repairs, groundwater compliance monitoring and reporting, landfill gas monitoring, active landfill gas management system repairs, and stormwater management.

Columbia County Solid Waste Department Continuing Engineering Services

Client Services Manager and Project Manager. Services include Class I landfill lateral expansion, GHG reporting, groundwater compliance monitoring and reporting, landfill gas monitoring, stormwater management system improvements, and alternative procedures for leachate management.

Madison County Solid Waste Department Continuing Engineering Services

Client Services Manager and Project Manager. Services include groundwater compliance monitoring and reporting, landfill gas monitoring, landfill cover system inspections, and FDEP permit compliance assistance.



Lisa Baker, P.E.

Project Role: Senior Engineer

Bachelors of Science – Civil and Environmental Engineering

Florida Licensed Professional Engineer #74652

Florida Licensed Real Estate Broker

SWANA Florida Chapter Member

ASCE Florida Chapter Member

APWA Sante Fe Branch Membership Director

AGWA Member

Industry Tenure: 13 years

Ms. Baker is a Florida licensed civil engineer and Florida licensed real estate broker. She has 13 years of experience in civil and environmental engineering, land use planning, designing, permitting and construction administration. Ms. Baker's technical expertise focuses on engineering design and permitting. Ms. Baker is also the staff grant proposal writer; assisting municipal clients with the procurement process from initial planning through project completion.

LEON COUNTY PROJECT EXPERIENCE

Pedestrian Pathway Design

Project Engineer. Ms. Baker designed and permitted a 34 feet wide stabilized pedestrian pathway to a delineated parking lot area located on the inactive Phase IA landfill cell. The project included coordination with the Leon County Parks and Recreation Department and the Solid Waste Management Division. The pedestrian path provides access for spectators from the parking area to the cross county running trail.

NPDES Permitting Assistance

Project Engineer. Ms. Baker provided technical assistance to county staff to develop an NPDES permit application for the Leon County Solid Waste Management Facility. Services included technical input, preparation of various figures, and a quality assurance review of the draft application.

OTHER PROJECT EXPERIENCE

Suwannee County Class I Transfer Station Tipping Floor Slab Remediation

Project Engineer. The project consisted of evaluating the existing condition of the transfer station tipping floor slab and providing staff with different remedial solutions. Ms. Baker was responsible for the preparation of the construction bid documents and construction oversight.

Columbia County Winfield Class I Landfill Lateral Expansion

Project Manager. Ms. Baker provided construction phase services for the 10-acre Cell 4 lateral expansion

at the Class I landfill in Lake City, Florida. Services included shop drawing reviews, progress meetings, contractor pay application reviews, and preparation of the construction completion certification report.

Dixie County C&D Landfill Lateral Expansion Design, Permitting and Construction

Project Engineer. The project includes the design and permitting of a 5-acre lateral expansion of the C&D landfill in Cross City, Florida. Services include a geotechnical site evaluation, bottom liner system exemption request, groundwater monitoring plan update, operations plan update and modifications to the existing stormwater management system.

Angelo's Recycled Materials C&D At-Grade Transfer Station

Ms. Baker is the project engineer responsible for site civil layout, design and permitting of an at-grade transfer station located at an existing Class III waste processing facility. Ms. Baker prepared local and state permit applications including the engineering report, operations plan and the construction plan set.

Angelo's Recycled Materials Class III Landfill Vertical and Lateral Expansion

Ms. Baker is the project engineer for a Class III vertical and lateral expansion project. The project includes modification of the fill sequence plan to convert a temporary stormwater pond to a disposal cell. Additionally, the site design was modified to increase the volume of fill for the entire site. Alternative designs added over four million cubic yards of airspace.

Marion County Recycling Centers

As part of the engineering design team, Ms. Baker performed site plan layout, stormwater design, calculations and modeling and driveway connections. Ms. Baker also prepared the Environmental Resource Permit application and supporting stormwater management plan.

Marion County Baseline Landfill Transfer Station

As part of the engineering design team, Ms. Baker performed stormwater design, calculations and modeling for the stormwater management system. Ms. Baker also prepared the Environmental Resource Permit application and supporting stormwater management plan.

Hernando County Solid Waste Division Continuing Engineering Services

Project Engineer. Services include landfill permitting, Title V permitting, annual operating reports, Tier II testing, solid waste master planning, transfer station feasibility study, scalehouse design and construction, annual capacity analysis and groundwater technical assistance.

Jefferson County Solid Waste Department Continuing Engineering Services

Project Engineer. Services include groundwater compliance monitoring and reporting, landfill gas monitoring, stormwater management, and permit renewal application.

Lafayette County Solid Waste Department Continuing Engineering Services

Project Engineer. Services include groundwater compliance monitoring and reporting, landfill gas monitoring, stormwater management, and FDEP permit compliance assistance.

Dixie County Solid Waste Department Continuing Engineering Services

Project Engineer. Services include preparation of FDEP construction and demolition debris landfill permit renewal application, groundwater compliance monitoring and reporting, landfill gas monitoring, stormwater management, C&D lateral expansion permitting and design.

Suwannee County Solid Waste Department Continuing Engineering Services

Project Engineer. Services include Class I landfill permitting, landfill gas collection system modifications, transfer station permit renewal application, transfer station floor repairs, groundwater compliance monitoring and reporting, landfill gas monitoring, active landfill gas management system repairs, and stormwater management.

Columbia County Solid Waste Department Continuing Engineering Services

Project Engineer. Services include Class I landfill lateral expansion, GHG reporting, groundwater compliance monitoring and reporting, landfill gas monitoring, stormwater management system improvements, and alternative procedures for leachate management.

Madison County Solid Waste Department Continuing Engineering Services

Project Engineer. Services include groundwater compliance monitoring and reporting, landfill gas monitoring, landfill cover system inspections, and FDEP permit compliance assistance.



Scott Karwan, E.I.

Project Role: Staff Engineer

Bachelors of Science – Digital Arts and Sciences

Masters of Science – Mechanical Engineering

SWANA Florida Chapter Member

Industry Tenure: 6 years

Mr. Karwan has 6 years of technical experience in the engineering field. Mr. Karwan works in our Gainesville office and before coming to L&A, worked for the Alachua County Solid Waste Division as an Intern within the Waste Engineering Department. His responsibilities included daily site inspections, onsite repair and fabrication, greenhouse gas calculations and implementation of Reverse Osmosis (RO) technologies.

LEON COUNTY PROJECT EXPERIENCE

Solid Waste Composition Study

Staff Engineer. Mr. Karwan assisted in a two-phase waste audit of Class I County waste for the Leon County Solid Waste Management Division (SWMD). The purpose of the waste audit was to analyze the composition of residential and commercial Class I waste delivered to the Leon County Transfer Station, in an effort to obtain County-specific data regarding various recyclable materials in the disposed waste stream.

Solid Waste Financial Assurance Calculations

Staff Engineer. Mr. Karwan was part of a project team that aggressively re-evaluated the Financial Assurance obligations of the Leon County Solid Waste Management Division. The calculations resulted in significant savings for Leon County.

Groundwater Compliance Monitoring and Reporting

Staff Engineer. Mr. Karwan was part of a team responsible for the execution of semiannual groundwater and surface water sampling, analyses and reporting as required by the landfill operating permit.

Organics Recycling Biomodule Demonstration Project

Staff Engineer. As an alternative method over landfilling organic waste, Mr. Karwan was part of a project team in the design and construction of a pilot-scale, flexible vessel anaerobic and aerobic digester at the Leon County Solid Waste Management Facility in Tallahassee, Florida. This alternative method of processing organic wastes as opposed to landfilling avoids the greenhouse gas emissions and other environmental impacts associated with organic waste decomposition in open landfills. The vessel,

designed with flexible membrane liner materials, was designed to process organic waste first anaerobically then aerobically while the material remains sealed in the vessel. Conceptually, the approach would allow biogas to be efficiently collected and converted to electricity, or used directly as a biofuel during the anaerobic digestion phase.

Groundwater Remedial Action Plan and Pilot Study

Staff Engineer. Mr. Karwan assisted in the preparation of a Remedial Action Plan (RAP) to address elevated concentrations of Benzene and Iron in groundwater samples collected downgradient of the unlined Class III landfill. The RAP evaluated multiple remedial approaches with respect to anticipated effectiveness as well as projected capital and operating costs. A combination of soil vapor extraction and air sparging was selected for further evaluation through a pilot study. Concentrations of the parameters of concern declined to levels that additional pilot study efforts were deemed unnecessary. The FDEP agreed that additional remediation was no longer required and routine groundwater monitoring was continued.



Pedestrian Pathway Design



Staff Engineer. Mr. Karwan was part of a team of professionals responsible for the design and permitting of a 34 feet wide stabilized pedestrian pathway to a delineated parking lot area located on the inactive Phase IA landfill cell. The project included coordination with the Leon County Parks and Recreation Department and the Solid Waste Management Division. The pedestrian path provides access for spectators from the parking area to the cross county running trail.

OTHER PROJECT EXPERIENCE

Volusia County Tomoka Farms Road Landfill Gas Collection System Expansion

Mr. Karwan provided onsite quality control and quality assurance oversight for upgrades to the existing gas collection system and expansion of the system with an additional header and sub-header collection lines. This project included the installation of 22 gas wells, 5 condensate sumps, and over 24,000 linear feet of HDPE gas collection piping varying in size from 2" to 18".

Alachua County Mixed Waste Materials Recovery Facility Design, Permitting & Construction

Staff Engineer. Mr. Karwan is part of a team of nationally recognized solid waste experts retro-fitting the Leveda Brown Class I Transfer Station to a mixed waste materials recovery facility. The project will evaluate a range of mechanization options to develop a cost per ton matrix to enable the BOCC to make informed decisions regarding the future of the County's solid waste management program.

Alachua County Organics Recycling Facility Project Development

Staff Engineer. Mr. Karwan is part of a team of nationally recognized solid waste experts to develop an organics recycling facility in conjunction with the retro-fit of the Leveda Brown Class I Transfer Station to a mixed waste materials recovery facility. The project includes development of a Request for Proposals to solicit vendor submissions which will be evaluated with performance measures matrix.

Hernando County Solid Waste Division Continuing Engineering Services

Staff Engineer. Services include landfill permitting, Title V permitting, annual operating reports, Tier II testing, solid waste master planning, transfer station feasibility study, scalehouse design and construction, annual capacity analysis and groundwater technical assistance.

Jefferson County Solid Waste Department Continuing Engineering Services

Staff Engineer. Services include groundwater compliance monitoring and reporting, landfill gas monitoring, stormwater management, and permit renewal application.

Lafayette County Solid Waste Department Continuing Engineering Services

Staff Engineer. Services include groundwater compliance monitoring and reporting, landfill gas monitoring, stormwater management, and FDEP permit compliance assistance.

Dixie County Solid Waste Department Continuing Engineering Services

Staff Engineer. Services include preparation of FDEP construction and demolition debris landfill permit renewal application, groundwater compliance monitoring and reporting, landfill gas monitoring, stormwater management, C&D lateral expansion permitting and design.

Suwannee County Solid Waste Department Continuing Engineering Services

Staff Engineer. Services include Class I landfill permitting, landfill gas collection system modifications, transfer station permit renewal application, transfer station floor repairs, groundwater compliance monitoring and reporting, landfill gas monitoring, active landfill gas management system repairs, and stormwater management.

Columbia County Solid Waste Department Continuing Engineering Services

Staff Engineer. Services include Class I landfill lateral expansion, GHG reporting, groundwater compliance monitoring and reporting, landfill gas monitoring, stormwater management system improvements, and alternative procedures for leachate management.

Madison County Solid Waste Department Continuing Engineering Services

Staff Engineer. Services include groundwater compliance monitoring and reporting, landfill gas monitoring, landfill cover system inspections, and FDEP permit compliance assistance.

DRAFT



Marc Folsom

Project Role: Lead Designer

Associates of Arts

FDEP Stormwater Erosion and Sedimentation Inspector No. 15182

Industry Tenure: 26 years

LEON COUNTY EXPERIENCE

Pedestrian Pathway Design

Project Designer. Mr. Folsom designed and permitted a 34 feet wide stabilized pedestrian pathway to a delineated parking lot area located on the inactive Phase IA landfill cell. The project included coordination with the Leon County Parks and Recreation Department and the Solid Waste Management Division. The pedestrian path provides access for spectators from the parking area to the cross county running trail.

OTHER PROJECT EXPERIENCE

Dixie County C&D Landfill Lateral Expansion Design, Permitting and Construction

Project Designer. The project includes the design and permitting of a 5-acre lateral expansion of the C&D landfill in Cross City, Florida. Services include a geotechnical site evaluation, bottom liner system exemption request, groundwater monitoring plan update, operations plan update and modifications to the existing stormwater management system.

Angelo's Recycled Materials C&D At-Grade Transfer Station

Project Designer. The project included site civil layout, design and permitting of an at-grade transfer station located at an existing Class III waste processing facility. Ms. Baker prepared local and state permit applications including the engineering report, operations plan and the construction plan set.

Angelo's Recycled Materials Class III Landfill Vertical and Lateral Expansion

Project Designer. The project includes modification of the fill sequence plan to convert a temporary stormwater pond to a disposal cell. Additionally, the site design was modified to increase the volume of fill for the entire site. Alternative designs added over four million cubic yards of airspace.



Lynne McDaniel

Project Role: Environmental Services QA/QC

Bachelors of Science – Zoology/Chemistry

Industry Tenure: 14 years

Ms. McDaniel has over 14 years of technical experience in the environmental field. Ms. McDaniel's technical expertise focuses on groundwater and leachate chemistry, groundwater technical reporting, hydrogeological evaluations, and environmental assessments.

Jefferson County Solid Waste Department Continuing Engineering Services

Senior Environmental Scientist. Services include preparation of a Class I permit renewal application, groundwater compliance monitoring and reporting, and landfill gas monitoring.

Hamilton County Solid Waste Department Continuing Engineering Services

Senior Environmental Scientist. Services include preparation of a Class I permit renewal application, groundwater compliance monitoring and reporting, landfill gas monitoring, active landfill gas management system repairs, and liner system repairs.

Baker County Solid Waste Department Continuing Engineering Services

Senior Environmental Scientist. Services include preparation of a Class I permit renewal application, groundwater compliance monitoring and reporting, and landfill gas monitoring.

Hernando County Solid Waste Division Continuing Engineering Services

Senior Environmental Scientist. Services include landfill permitting, Title V permitting, annual operating reports, Tier II testing, solid waste master planning, transfer station feasibility study, scalehouse design and construction, annual capacity analysis and groundwater technical assistance.

Lafayette County Solid Waste Department Continuing Engineering Services

Senior Environmental Scientist. Services include groundwater compliance monitoring and reporting, landfill gas monitoring, stormwater management, and FDEP permit compliance assistance.

Dixie County Solid Waste Department Continuing Engineering Services

Senior Environmental Scientist. Services include preparation of FDEP construction and demolition debris landfill permit renewal application, groundwater compliance monitoring and reporting, landfill gas monitoring, stormwater management, C&D lateral expansion permitting and design.

Suwannee County Solid Waste Department Continuing Engineering Services

Senior Environmental Scientist. Services include Class I landfill permitting, landfill gas collection system modifications, transfer station permit renewal application, transfer station floor repairs, groundwater compliance monitoring and reporting, contamination assessment and landfill gas monitoring.

Columbia County Solid Waste Department Continuing Engineering Services

Senior Environmental Scientist. Services include Class I landfill lateral expansion, GHG reporting, groundwater compliance monitoring and reporting, landfill gas monitoring, stormwater management system improvements, and alternative procedures for leachate management.

Madison County Solid Waste Department Continuing Engineering Services

Senior Environmental Scientist. Services include groundwater compliance monitoring and reporting, landfill gas monitoring, landfill cover system inspections, and FDEP permit compliance assistance.

DRAFT



Michael Smith

Project Role: Staff Scientist

Bachelors of Science – Environmental Studies/Chemistry

Industry Tenure: 4 years

Mr. Smith has four years of experience in the environmental consulting field. He specializes in evaluating laboratory analytical data, data management and preparation of technical reports.

Jefferson County Solid Waste Department Continuing Engineering Services

Environmental Scientist. Services include preparation of a Class I permit renewal application, groundwater compliance monitoring and reporting, and landfill gas monitoring.

Hamilton County Solid Waste Department Continuing Engineering Services

Environmental Scientist. Services include preparation of a Class I permit renewal application, groundwater compliance monitoring and reporting, landfill gas monitoring, active landfill gas management system repairs, and liner system repairs.

Baker County Solid Waste Department Continuing Engineering Services

Environmental Scientist. Services include preparation of a Class I permit renewal application, groundwater compliance monitoring and reporting, and landfill gas monitoring.

Hernando County Solid Waste Division Continuing Engineering Services

Environmental Scientist. Services include landfill permitting, Title V permitting, annual operating reports, Tier II testing, solid waste master planning, transfer station feasibility study, scalehouse design and construction, annual capacity analysis and groundwater technical assistance.

Lafayette County Solid Waste Department Continuing Engineering Services

Environmental Scientist. Services include groundwater compliance monitoring and reporting, landfill gas monitoring, stormwater management, and FDEP permit compliance assistance.

Dixie County Solid Waste Department Continuing Engineering Services

Environmental Scientist. Services include preparation of FDEP construction and demolition debris landfill permit renewal application, groundwater compliance monitoring and reporting, landfill gas monitoring, stormwater management, C&D lateral expansion permitting and design.

Suwannee County Solid Waste Department Continuing Engineering Services

Environmental Scientist. Services include Class I landfill permitting, landfill gas collection system modifications, transfer station permit renewal application, transfer station floor repairs, groundwater compliance monitoring and reporting, contamination assessment and landfill gas monitoring.

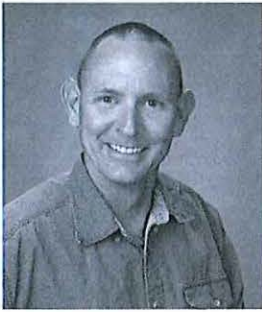
Columbia County Solid Waste Department Continuing Engineering Services

Environmental Scientist. Services include Class I landfill lateral expansion, GHG reporting, groundwater compliance monitoring and reporting, landfill gas monitoring, stormwater management system improvements, and alternative procedures for leachate management.

Madison County Solid Waste Department Continuing Engineering Services

Environmental Scientist. Services include groundwater compliance monitoring and reporting, landfill gas monitoring, landfill cover system inspections, and FDEP permit compliance assistance.

DRAFT



Daniel Lichtenwalter

Project Role: Field Technician

Associate of Arts – Pre-veterinarian Medicine

OSHA 40-hour Hazardous Waste Training (29CFR)

Industry Tenure: 12 years

Mr. Lichtenwalter has over 12 years of experience in environmental sampling and monitoring. Dan is thoroughly familiar with the Florida Department of Environmental Protection Standard Operating Procedures for Field Sampling. Mr. Lichtenwalter is currently providing compliance monitoring services including groundwater and surface water sampling, methane monitoring and landfill inspections for the following clients: Baker County; Columbia County; Dixie County; Hamilton County; Jefferson County; Lafayette County; Madison County; Suwannee County; and the Aucilla Area Solid Waste Association.

Mr. Lichtenwalter maintains a comprehensive selection of equipment for use in the sampling of a wide variety of environmental media. The following list of equipment is housed in our Gainesville office and is routinely maintained and calibrated in accordance with Florida Department of Environmental Protection Standard Operating Procedures and the manufacturer's specifications.

- Dissolved Oxygen meter (YSI 556 Multiprobe System)
- pH meter (YSI 556 Multiprobe System)
- Oxidation Reduction Potential meter (YSI 556)
- Turbidity meter (2100P Portable Turbidity Meter)
- Conductivity meter (YSI 556 Multiprobe System)
- Electronic water level indicator (Heron dipper-T meter)
- Submersible pumps (Grundos Redi-Flo pumps VFD)
- Bladder pumps (Bladder pump Micro-Purge)
- Peristaltic pumps (Geopump 2)
- Flow-through cell (YSI Flow Through Cell)
- Landfill gas meter (GEM 2000)
- Portable generator (Honda em5000sxk2a)





Sherra Davis

Project Role: Administrative Services

Address: 4140 NW 37th Place, Ste. A, Gainesville, FL 32606

Phone: (352) 372-6867

Email: sherra@locklearconsulting.com

Associates of Science – Legal Office Systems and Office Systems Technologies

Industry Tenure: 11 years

Ms. Davis has over eleven years of experience in providing administrative support services in the environmental consulting field. Ms. Davis has extensive experience construction services administration for projects in the areas of water/wastewater, solid waste and transportation. She is responsible for preparation and maintenance of all electronic and hard copy files, coordination with the project manager to process contract documents, routing project correspondence, and updating contract notebooks

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L Project Experience

Project No. 1	Hernando County Solid Waste & Recycling Division
Address	14450 Landfill Road
City, State, ZIP	Brooksville, FL 34614
Contact Person	Scott Harper, Solid Waste Services Manager
Telephone & E-mail	(352) 754-4112 sharper@hernandocounty.us
Date(s) of Service	February 2012 - Ongoing
Type of Service	Continuing Solid Waste Consulting Services
L&A Staff	Locklear, Karwan, Baker, Davis

Northwest C&D Landfill Drainage Retention Area Sinkhole Remediation



L&A developed a remediation plan to address multiple sinkhole features which developed in a drainage retention area (DRA) following Tropical Storm Debbie. The Florida Department of Environmental Protection (FDEP) expressed concerns regarding proximity of C&D debris to the features following their initial site visit. L&A quickly developed an effective but low-cost remediation strategy that the County completed with in-house staff. **Fee: \$13,500**

Transfer Station Feasibility Study

L&A evaluated the feasibility of constructing and operating a Class I municipal solid waste transfer station at an existing citizens convenience center. The evaluation included 20-year waste and cost projections, capital construction cost estimates and haul route analysis. **Fee: \$65,000**

Northwest Class I Permit Modification and Sump Repairs

L&A served as a subconsultant in the permitting and construction phases to modify the Northwest Class I Subcells 3C and 3D. The project involved preparation of an FDEP permit modification application to remove the existing sand drainage layer and geotextile above each leachate sump and replace it with gravel. L&A provided full-time construction quality assurance oversight for implementation of the repairs.

Fee: \$25,000



Scalehouse Replacement Design and Construction

L&A is currently designing a new scalehouse at the Northwest Landfill. The new scalehouse will provide bay service windows and a larger employee area. The scalehouse will be constructed without interruption of daily operations through the use of a temporary weigh station. **Fee: \$51,000**

New Storage and Office Facility Design and Construction

L&A is currently designing a new equipment and vehicle storage building at the Northwest Solid Waste Management Facility. The new building will also include separate office space for County staff. **Fee: \$56,000**

Annual C&D Landfill Capacity Analysis

L&A performed the annual capacity analysis for the Northwest C&D Landfill. The report included calculations of in-place density and a projected closure date based on population and waste projections. **Fee: \$3,300**

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Leon County BC-03-18-14-24

Project No. 2	Dixie County Board of County Commissioners
Address	56 NE 210 Avenue
City, State, ZIP	Cross City, FL 32628
Contact Person	Mike Cassidy, County Manager
Telephone & E-mail	(352) 498-1426 dixiecm51@bellsouth.net
Date(s) of Service	July 2013 - Ongoing
Type of Service	Continuing Solid Waste Consulting Services
L&A Staff	Locklear, Baker, Karwan, McDaniel, Smith, Lichtenwalter, Davis

C&D Lateral Expansion Permitting and Design

L&A is currently preparing a construction and operations permit application for a 5-acre lateral expansion of the Dixie County C&D landfill. The project will include design, permitting and construction phase services. The design will incorporate changes to the facility closure plan as well as the site stormwater management system. **Fee: \$32,000**



Groundwater and Landfill Gas Monitoring and Reporting

L&A performs semiannual groundwater and surface water sampling and reporting at the active C&D landfill. **Fee: \$15,000 (annual)**

Project No. 3	Hamilton County Solid Waste Department
Address	4652 SW 107 th Avenue
City, State, ZIP	Jasper, FL 32052
Contact Person	Dale Jackson, Solid Waste Director
Telephone & E-mail	(386) 792-1020 hamco@windstream.net
Date(s) of Service	February 2012 - Ongoing
Type of Service	Continuing Solid Waste Consulting Services
L&A Staff	Locklear, Baker, Karwan, McDaniel, Smith, Lichtenwalter, Davis

Groundwater and Landfill Gas Monitoring and Reporting

L&A performs semiannual groundwater sampling, surface water sampling and landfill gas monitoring at the closed Class I Landfill. Our staff is also preparing the associated groundwater and methane monitoring reports for submittal to FDEP. **Fee: \$30,000**

Class I South/Class III Permit Renewal

L&A prepared a renewal application for the Class I South/Class III landfill operations permit. The Class III is an active disposal unit which piggybacks the inactive Class I South landfill. **Fee: \$25,000**

Geosynthetic Liner Repairs

L&A provided construction quality assurance services for the repair of the Class I South/Class III geosynthetic liner system. The liner was damaged by operational staff and required extrusion welding by a contractor. **Fee: \$7,000**

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Leon County BC-03-18-14-24

Project No.4	Columbia County
Address	1347 NW Oosterhoudt Lane
City, State, ZIP	Lake City, FL 32055
Contact Person	Ed Lontz, Solid Waste Director
Telephone & E-mail	(386) 752-6050 elontz@columbiacountyfla.com
Date(s) of Service	February 2012 - Ongoing
Type of Service	Continuing Solid Waste Consulting Services
L&A Staff	Locklear, Baker, Karwan, McDaniel, Lichtenwalter, Davis

Winfield Cell 4 Lateral Expansion

L&A provided bid phase and construction phase engineering and CQA services for a 10-acre Class I lateral expansion of the Winfield landfill. L&A performed all contract administration, attended construction progress meetings, prepared construction punch list, observed all required testing, and prepared the Closure Construction Certification report. **Fee: \$95,000**

Winfield Evaluation Monitoring

This project involves evaluating the potential for off-site migration of elevated vanadium concentrations in groundwater. **Fee: \$25,000**

Greenhouse Gas Reporting

L&A prepared the annual greenhouse gas report for the active Class I landfill. L&A performed the calculation and generation of the report that is submitted to the EPA. This report is calculation of how much Methane and Carbon Dioxide are generate per year by the facility. **Fee: \$2,000**

Closed Columbia Class I Landfill Contamination Assessment

L&A performed a contamination assessment to address elevated arsenic concentrations at the unlined closed Class I landfill. The project included installation of off-site delineation monitoring wells using the sonic drilling technique. **Fee: \$40,000**

Groundwater and Landfill Gas Monitoring and Reporting

L&A performs semiannual groundwater, surface water and landfill gas monitoring and reporting at the closed Class I landfill and the active Class I and Class III landfills. **Fee: \$45,000 (annual)**

Project No.5	Suwannee County
Address	13150 80 th Terrace
City, State, ZIP	Live Oak, FL 32060
Contact Person	Randy Harris, County Manager
Telephone & E-mail	(386) 362-3992 randysuwpw@windstream.net
Date(s) of Service	February 2012 - Ongoing
Type of Service	Continuing Solid Waste Consulting Services
L&A Staff	Locklear, Baker, Karwan, McDaniel, Smith, Lichtenwalter, Davis

Class I Closed and Class I Expansion Permit Renewal

L&A prepared long term care permit renewal applications for the Class I Closed and Class I Expansion landfills. The renewal process resulted in a revised groundwater and landfill gas monitoring program which reduced the annual monitoring costs. **Fee: \$30,000**

Landfill Gas Collection System Modifications

L&A recently designed and implemented changes to the active gas collection system to convert it into a passive system. The changes were designed so that the system could be reactivated in the event that landfill gas concentrations do not decrease in a sufficient time frame. **Fee: \$35,000**

Transfer Station Permit Renewal

L&A prepared a Class I transfer station operations permit renewal application in 2013. **Fee: \$19,000**

Transfer Station Floor Repairs

L&A prepared bid drawings and specifications to repair a 250 square foot damaged area of the Class I transfer station floor. Our staff also provided bid assistance and CQA services during construction. **Fee: \$15,000**

Groundwater and Landfill Gas Monitoring and Reporting

L&A performs semiannual groundwater, surface water and landfill gas monitoring and reporting at the Class I Closed and Expansion landfills. **Fee: \$45,000**

Sinkhole Remediation

Following heavy rains in the summer of 2013, several sinkholes opened up in non-disposal areas of the solid waste management facility. L&A evaluated the sink features and developed a remediation strategy that was successfully implemented by County staff. **Fee: \$3,000**

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Response to Request for Proposals for Solid Waste Consulting and Engineering Services

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M Project Approach

The L&A approach to this contract will be to serve as the County's partner in meeting the solid waste management needs of the citizens of Leon County. Services will be provided on an individual task order basis, however our team will not be doing projects in a vacuum. Mr. Locklear will serve as the client services manager. His role will be to oversee all projects as well as to stay informed of technical and political issues both within the County and throughout the State which may impact solid waste management in Leon County. He will be the single point of contact for the County staff for the duration of the contract.

We will begin this contract by meeting with County solid waste management staff in order to develop a full-system schedule. The schedule will include all permit required deadlines for the Solid Waste Management Facility and the Gum Road Transfer Station. It will also include potential capital improvement projects as well as deadlines associated with the current waste collection, hauling and disposal contracts. Our team will use this data to populate an electronic schedule for the duration of the contract. L&A will use this schedule to plan for project tasks as well as a tool to support County staff in maintaining compliance with regulatory deadlines.

At the appropriate times, Mr. Locklear will meet with County staff to develop scopes of work and fee estimates for specific project task orders. The anticipated project requirements for each of the major solid waste system components are discussed below.

Solid Waste Management Facility

The Leon County Solid Waste Management Facility located at 7550 Apalachee Parkway is regulated by Florida Department of Environmental Protection (FDEP) operating permit 9560-012-SO. The facility includes approximately 162 acres of permitted landfill space, including 125 acres of Class I disposal (of which 72.9 acres are closed) and 38 acres of inactive Class III disposal areas. The facility also includes two closed Class I landfill cells. In addition to disposal cells, the facility hosts a waste tire collection center, household hazardous waste collection center, mulching operation, asbestos disposal site, recyclable drop off center and a landfill gas collection and control system which is regulated by FDEP under a separate permit.



Permit Renewal Application

The most time sensitive task for the facility is the preparation and submittal of an operating permit renewal application. The renewal application is required to be submitted to FDEP no later than July 19, 2014. Assuming the engineering services contract will be executed in late April 2014, the application will need to be completed within approximately 75 days. L&A is fully prepared to meet this short deadline. Our team will schedule a pre-application with FDEP Tallahassee staff to facilitate a smooth permitting process.

L&A will prepare a permit renewal application package in accordance with Chapter 62-701.320(10), F.A.C. and signed and sealed by a Florida-licensed Professional Engineer. The application will include completed Form 62-701.900(6) along with supporting information demonstrating how the facility complies with any applicable new or revised laws or rules relating to construction, operation or closure. Information that was previously submitted to FDEP in support of the current permit that is still valid will be reaffirmed and listed in support of the application. The permit renewal application package will include the following combined into one document:

**Mr. Locklear was
the Project
Manager for the
2008 Operating
Permit Renewal
Application.**

- Completed Form 62-701.900(6);
- Introduction, site description section and site maps;
- Operations plan;
- Long-term care plan;
- Groundwater Technical Report;
- Water Quality Monitoring Plan;
- Updated financial assurance documentation including third party quotes.

Landfill Closure Permit Application, Design and Construction

It is our understanding that the County intends to initiate formal closure procedures for the landfill in 2014. There are economic advantages to performing the closure, including: (1) reduction in landfill operating costs; (2) elimination of costs associated with landfill gas collection and control system; (3) reduction in leachate generation rates; and (4) initiation of the 30-year long term care period.

If the County elects to close the landfill, the closure project will involve installation of a final closure system over the Class I disposal areas, possible roadway modifications, and stormwater system modifications. L&A will work with County staff to develop a project workscope that will likely include: preparation of a permit modification application in accordance with Specific Condition 4.1A of the current operations permit; preparation of bid-ready drawings and specifications; provision of

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technical assistance during bidding; provision of engineering assistance during construction; provision of Construction Quality Assurance (CQA) oversight; and provision of CQA testing services including a regulatory construction certification report.

Compliance Monitoring and Reporting

We assume that the current consultant will prepare and submit the First Semiannual 2014 compliance monitoring report by the April 1, 2014 deadline. Therefore, L&A will be prepared to coordinate sampling and analysis with our subconsultant, TestAmerica Laboratories, in order to prepare and submit the Second Semiannual 2014 compliance monitoring report to FDEP by the October 1, 2014 deadline.



The L&A team will prepare monitoring reports in accordance with the Florida Solid Waste Management Rules. The submittals include a report that summarizes the data, potentiometric maps, tables comparing results to maximum contaminant levels, analytical data including the FDEP form 62-522.900(2) and original analytical data provided by the laboratory. Detailed systematic QA/QC is necessary in order to achieve a cost efficient, timely and fully compliant delivery. Activities to be conducted include the following:

- Provide written notification to the FDEP 14-days in advance of the scheduled sampling event.
- Coordinate sampling events with County staff.
- Collect all samples in accordance with FDEP SOP's taking care to minimize sample turbidity and analyze data in accordance with NELAC standards.
- Review data from laboratory;
- Review the water quality data in accordance with QA/QC requirements as well as applicable FDEP Rules and SOPs. Review of this data is necessary in order to assess the accuracy, precision, completeness, and applicability of the data obtained from field and laboratory environmental testing programs;
- Prepare a summary of groundwater and surface water exceedances (if any);
- Evaluate if retesting is necessary. Immediately notify Leon County of any issues;
- Retesting if necessary due to groundwater exceedances, must be conducted within 14 days of discovery with FDEP being notified within 72 hours of discovery and the results submitted to the FDEP by the 15th of the following month.

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- Prepare a QA/QC Data Evaluation "Landfill Groundwater Monitoring and Reporting QA/QC Evaluation Form".
- Prepare groundwater elevation contour maps.
- Conduct a thorough review of the data in order to assess its accuracy, precision, completeness, and applicability, as obtained from field and laboratory environmental testing programs. Evaluation of this data will include data validation and laboratory quality assurance; impact of sampling methodology on data quality and accuracy; and impact of well construction on data quality and accuracy.
- Compile reports meeting applicable delivery schedule;
- Submittal of Draft Report to County staff for review and finalization upon receipt of County comments.
- Submittal of final report in hardcopy format and in electronic ADaPT format.

Landfill Gas Monitoring and Reporting

Landfill gas monitoring is required quarterly, with reports due February 1, May 1, August 1, and November 1 of each year. County staff currently performs the quarterly monitoring and reporting. L&A will review the data and provide technical input if warranted. Additionally, L&A field staff can perform the monitoring in the event that County staff is unable to complete an event by the permit deadline.

Title V Air Operation Permitting and Annual Reporting



The solid waste management facility is also regulated by FDEP Title V Air Operation Permit #0730099-009-AV. This permit expires March 6, 2018 and the renewal application is due no later than July 24, 2017. It is important to remember that the landfill gas collection and control system was installed voluntarily by the County and is not required by 40 CFR 60 Subpart WWW. Therefore, it would be prudent to evaluate the potential to decommission the gas collection and control system to eliminate operating and permitting costs. If the County elects to close the landfill, Specific Condition A.13 of the Title V permit automatically eliminates the requirement to maintain the gas collection and control system operating permit.

If the gas collection and control system is not removed, then the operating permit includes several annual requirements. Specifically, L&A will prepare and submit the Annual Operating Report (AOR), Emissions Fee Form and the Statement of Compliance as required by the Title V permit. The submittals will address the following:

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- Estimate total fugitive emissions of non-methane organic compounds, volatile organic compounds and hazardous air pollutants.
- Estimate point source emissions.
- Prepare Annual Operating Report using FDEP EAOR program, Statement of Compliance Form (DEP Form No. 62-213.900(7)), and Annual Emissions Fee Form (DEP Form No. 62-213.900(1)) for review by County staff.
- Electronically submit the AOR annually using the FDEP-required software by April 1.
- Submit the Emissions Fee Form to the FDEP annually between January 15 and March 1.
- Submit the Annual Certification form annually by March 2.

Secondary Use



Our team understands that the Solid Waste Division and the Parks and Recreation Division intend to expand the recently completed overflow parking area located on the closed Phase I landfill. L&A assisted both divisions with the original project and we are uniquely qualified to expand the project quickly and cost effectively. Additionally, the County has previously evaluated other secondary use alternatives including

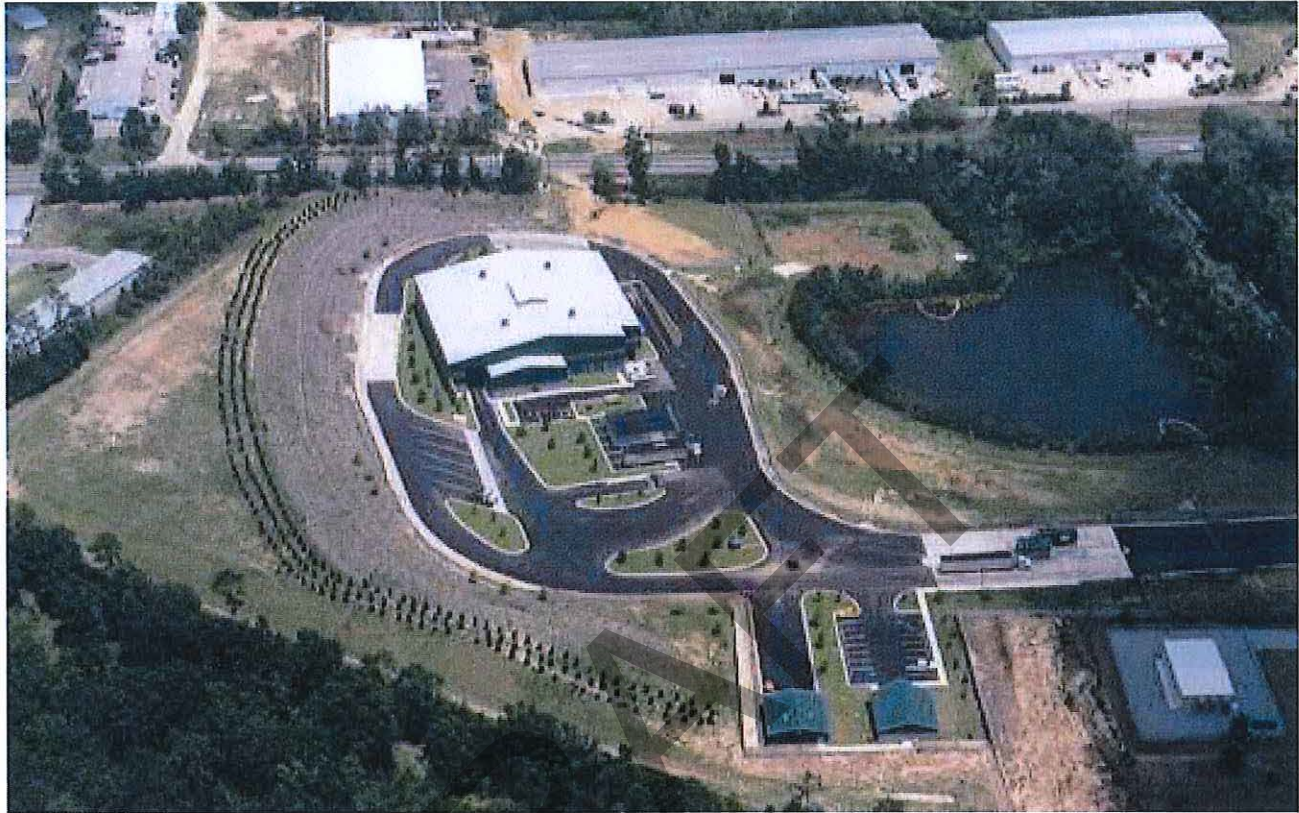
solar energy installations. Should the County choose to once again explore secondary use options, our team will provide technical assistance in evaluating the viability of utilizing the space while ensuring compliance with FDEP requirements for secondary use of closed landfills.

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Response to Request for Proposals for Solid Waste Consulting and Engineering Services

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Gum Road Transfer Station



Operating Permit Renewal Application

The Class I Transfer Station located on Gum Road is regulated by FDEP Operations Permit #0171297-004-SO. The transfer station permit expires October 12, 2015 and the renewal application is due no later than August 13, 2015. The operations permit does not have and reporting requirements or other submittals.

**Mr. Locklear was
the Project
Manager for the
2010 Transfer
Station Permit
Renewal
Application.**

Structural Repairs

Normal wear and tear from operations results in the need for periodic repairs to the transfer station. Typically, this includes worn areas on the floor which, when severe enough, expose the rebar below. When necessary, L&A will assist the County with structural repairs. Mr. Locklear has assisted the County with two such repair projects since 2008. It is important to execute the project such that operations can continue uninterrupted during construction.

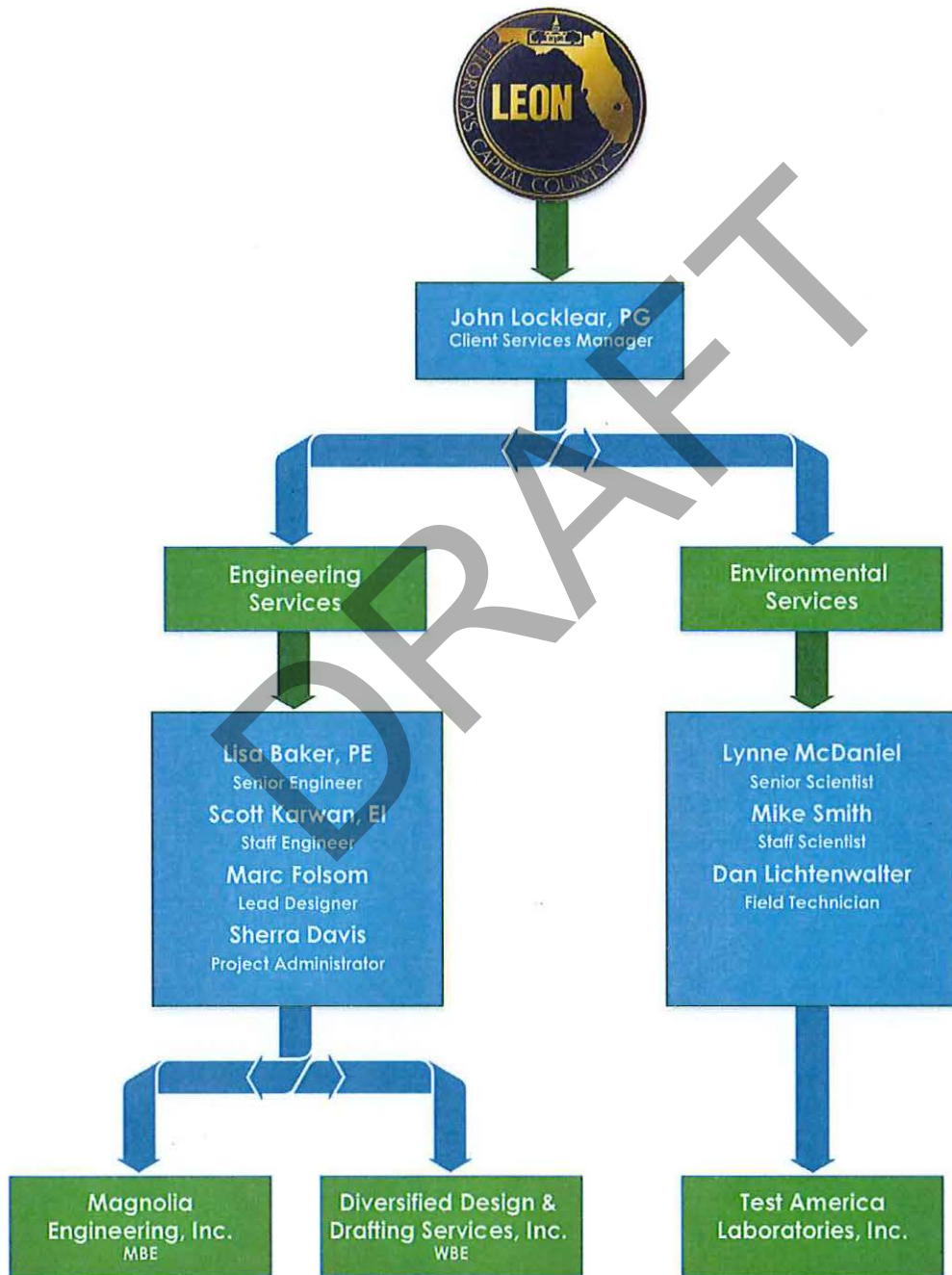
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Response to Request for Proposals for Solid Waste Consulting and Engineering Services

Leon County BC-03-18-14-24

N Organizational Chart

The L&A team organizational structure is shown below. Developing a chart of days to be provided by each staff member for this type of contract is not feasible. You have our commitment that the appropriate staff will be assigned for all hours necessary to meet the needs of Leon County.



O Project Coordination

L&A's client service manager will serve as the project team leader and single point of contact for the County. This structure proved to be very effective for the County when Mr. Locklear served in the same role from 2008 through 2012. This structure provides the following benefits:

- Ensures that multiple, potentially overlapping, projects do not interfere with one another and, in fact, support each other.
- Enables the project team to be aware of the "big picture". Individual projects will not be conducted in a vacuum.
- Allows County staff to avoid searching for the right person to answer specific questions. Instead, County staff simply calls Mr. Locklear and he either answers the questions or gets the correct staff member involved to answer the questions.
- Allows for "load leveling". Mr. Locklear will distribute tasks to the correct team members while making sure staff is not overloaded.
- Provides full accountability. There will be no "passing the buck" under our structure. Mr. Locklear assumes full responsibility for each and every project assigned to L&A. As the owner of the firm, Mr. Locklear does not have to answer to anyone besides Leon County.

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Response to Request for Proposals for Solid Waste Consulting and Engineering Services

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P Project Controls

L&A takes pride in serving the counties of north-central Florida. We understand how to provide high quality professional consulting services within the budget constraints faced by many local governments. Our proven project management approach includes the following key elements:

- Effective and frequent client communication;
- Pre-proposal client meetings to confirm goals and objectives; develop project scope, deliverables and budget;
- Development of reasonable project schedule, including milestones, to allow flexibility for factors outside of our control (e.g., regulatory responses, stakeholder involvement, BOCC approval, etc.);
- Periodic project team meetings to allow for feedback and mid-course corrections;
- Electronic schedule tracking with automated reminders for project deadlines;
- Weekly comparative evaluation of project completeness to remaining project budget.

Mr. Locklear has managed dozens of solid waste projects for Leon County and has never missed a project deadline or exceeded a project budget.

Our managers utilize the Intuit Quickbooks project accounting software. This software allows our managers continuous on-line access to project cost and budget information. The L&A Team will provide monthly budget reports to the County summarizing project completeness percentage and project budget expended.

For larger projects such as the anticipated landfill closure, L&A utilizes Microsoft Project software to track project schedules. We also create a Microsoft Outlook calendar for each project which allows us to send automated schedule reminders to the entire project team.

Q Forms

DRAFT

RFP Title: Request for Proposals for
Proposal Number: BC-XX-XX-XX-XX
Opening Date:

INSURANCE CERTIFICATION FORM

To indicate that Bidder/Respondent understands and is able to comply with the required insurance, as stated in the bid/RFP document, Bidder/Respondent shall submit this insurances sign-off form, signed by the company Risk Manager or authorized manager with risk authority.

- A. Is/are the insurer(s) to be used for all required insurance (except Workers' Compensation) listed by Best with a rating of no less than A:VII?

YES NO

Commercial General Liability: Indicate Best Rating: A
Indicate Best Financial Classification: *See attached*

Business Auto: Indicate Best Rating: A
Indicate Best Financial Classification: *See attached*

1. Is the insurer to be used for Workers' Compensation insurance listed by Best with a rating of no less than A:VII?

YES NO

Indicate Best Rating: A+
Indicate Best Financial Classification:

If answer is NO, provide name and address of insurer:

2. Is the Respondent able to obtain insurance in the following limits (next page) as required for the services agreement?

YES NO

Insurance will be placed with Florida admitted insurers unless otherwise accepted by Leon County. Insurers will have A.M. Best ratings of no less than A:VII unless otherwise accepted by Leon County.

Required Coverage and Limits

The required types and limits of coverage for this bid/request for proposals are contained within the solicitation package. Be sure to carefully review and ascertain that bidder/proposer either has coverage or will place coverage at these or higher levels.

Required Policy Endorsements and Documentation

Certificate of Insurance will be provided evidencing placement of each insurance policy responding to requirements of the contract.

Deductibles and Self-Insured Retentions

RFP Title: Request for Proposals for
Proposal Number: BC-XX-XX-XX-XX
Opening Date:

Any deductibles or self-insured retentions must be declared to and approved by Leon County. At the option of Leon County, either: the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects Leon County, its officers, officials, employees and volunteers; or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration and defense expenses.

Endorsements to insurance policies will be provided as follows:

Additional insured (Leon County, Florida, its Officers, employees and volunteers) -
General Liability & Automobile Liability

Primary and not contributing coverage-
General Liability & Automobile Liability


Waiver of Subrogation (Leon County, Florida, its officers, employees and volunteers) - General Liability,
Automobile Liability, Workers' Compensation and Employer's Liability

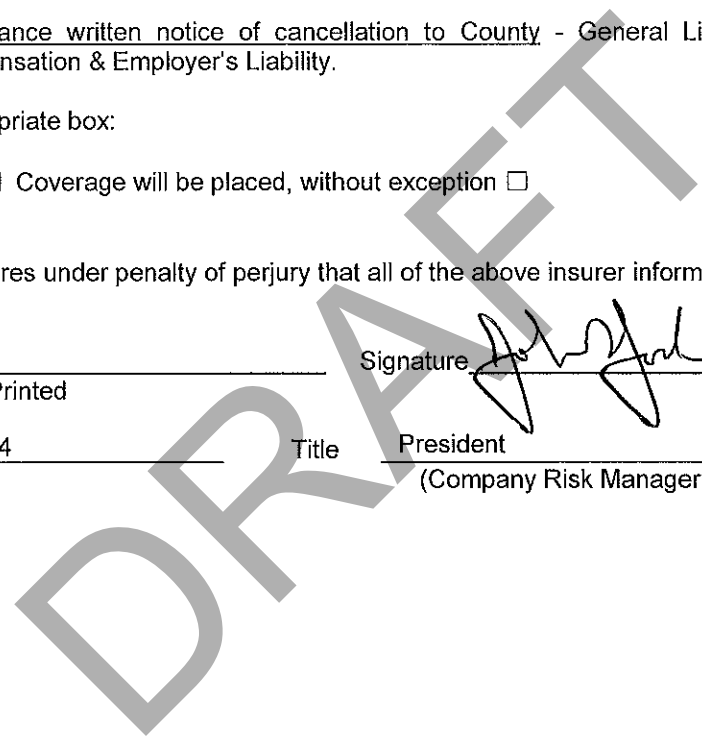
Thirty days advance written notice of cancellation to County - General Liability, Automobile Liability,
Worker's Compensation & Employer's Liability.

Please mark the appropriate box:

Coverage is in place Coverage will be placed, without exception

The undersigned declares under penalty of perjury that all of the above insurer information is true and correct.

Name John Locklear Signature 
Typed or Printed
Date March 14, 2014 Title President
(Company Risk Manager or Manager with Risk
Authority)



GL / Auto

http://www3.ambest.com/ratings/entities/CompanyProfile.aspx?a Agent's Web Passport ... Best's Credit Rating ...

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New Search: Search [Print this page \(?\)](#)

Westfield Insurance Company

A.M. Best #: 002382 NAIC #: 24112 FEIN #: 346516838
 Mailing Address [View Additional Address Information](#)
 P.O. Box 5001
 Westfield Center, OH 44251-5001
[United States](#)

Web: www.westfieldinsurance.com
 Phone: 330-887-0101
 Fax: 330-887-0840

Assigned to companies that have, in our opinion, an excellent ability to meet their ongoing insurance obligations.

Based on A.M. Best's analysis, [002381 - Ohio Farmers Insurance Company](#) is the AMB Ultimate Parent and identifies the topmost entity of the corporate structure. View a list of [operating insurance entities](#) in this structure.

Best's Credit Ratings

View all of the [companies](#) assigned this rating as a part of an [AMB Rating Unit](#).

Financial Strength Rating View Definition	Best's Credit Rating Analyst
Rating: A (Excellent)	Office: A.M. Best Company, Oldwick NJ
Affiliation Code: p (Pooled)	Senior Financial Analyst: Kenneth E. Tappen
Financial Size Category: XIV (\$1.5 Billion to \$2 Billion)	Assistant Vice President: Joseph A. Burtone
Outlook: Stable	
Action: Affirmed	
Effective Date: November 25, 2013	
Initial Rating Date: June 30, 1930	

Long-Term Issuer Credit Rating View Definition
Long-Term: a+
Outlook: Stable
Action: Affirmed
Effective Date: November 25, 2013
Initial Rating Date: November 30, 2007

u Denotes Under Review Best's Rating

Reports and News

Visit Best's News and Analysis site for the latest [news and press releases](#) for this company and its A.M. Best Group.

[AMB Credit Report](#) - includes Best's Financial Strength Rating and rationale along with comprehensive analytical

Worker's Comp

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Southern-Owners Insurance Company

A.M. Best #: 011676 NAIC #: 10190 FEIN #: 593265407
 Mailing Address [View Additional Address Information](#)
 P.O. Box 30660
 Lansing, MI 48909-8160
[United States](#)
 Web: www.auto-owners.com
 Phone: 517-323-1200
 Fax: 517-391-1901

Assigned to companies that have, in our opinion, a superior ability to meet their ongoing insurance obligations.

Financial Strength Rating
A++ Superior

Based on A.M. Best's analysis, [000188 - Auto-Owners Insurance Company](#) is the AMB Ultimate Parent and identifies the topmost entity of the corporate structure. View a list of [operating insurance entities](#) in this structure.

Best's Credit Ratings

View all of the [companies](#) assigned this rating as a part of an [AMB Rating Unit](#).

Financial Strength Rating	View Definition
Rating: A++ (Superior)	
Affiliation Code: g (Group)	
Financial Size Category: XV (\$2 Billion or greater)	
Outlook: Stable	
Action: Affirmed	
Effective Date: January 17, 2014	
Initial Rating Date: July 31, 1995	

Best's Credit Rating Analyst
 Office: A.M. Best Company, Oldwick NJ
 Senior Financial Analyst: Joel Silverthorn
 Assistant Vice President: Gregory T. Williams

Long-Term Issuer Credit Rating	View Definition
Long-Term: aa+	
Outlook: Stable	
Action: Affirmed	
Effective Date: January 17, 2014	
Initial Rating Date: May 30, 2007	

Disclosure Information

[View A.M. Best's Rating Disclosure Statement](#)

[A.M. Best Affirms Ratings of Auto-Owners Insurance Company and Its Subsidiaries](#)
 Date: January 17, 2014

u Denotes [Under Review Best's Rating](#)

Reports and News

Visit Best's News and Analysis site for the latest [news and press releases](#) for this company and its A.M. Best Group.

[AMB Credit Report](#) - Includes Best's Financial Strength Rating and rationale along with comprehensive analytical



CERTIFICATE OF LIABILITY INSURANCE

Exhibit B
Attachment #7
LOCK&AS-01 ANGIEM
Page 93 of 104
DATE (MM/DD/YYYY)
2/17/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER King Insurance Agency 2321 NW 41st Street Gainesville, FL 32606	CONTACT NAME: PHONE (A/C, No, Ext): (352) 377-0420 FAX (A/C, No): (352) 371-3065 E-MAIL ADDRESS: _____ <table style="width: 100%; border: none;"> <tr> <td style="text-align: center; border: none;">INSURER(S) AFFORDING COVERAGE</td> <td style="text-align: right; border: none;">NAIC #</td> </tr> <tr> <td style="border: none;">INSURER A : Westfield Insurance Companies</td> <td style="border: none; text-align: right;">24112</td> </tr> <tr> <td style="border: none;">INSURER B : Southern-Owners Insurance Company</td> <td style="border: none; text-align: right;">10190</td> </tr> <tr> <td style="border: none;">INSURER C : Travelers Insurance Companies</td> <td style="border: none; text-align: right;">25658</td> </tr> <tr> <td style="border: none;">INSURER D :</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER E :</td> <td style="border: none;"></td> </tr> <tr> <td style="border: none;">INSURER F :</td> <td style="border: none;"></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE	NAIC #	INSURER A : Westfield Insurance Companies	24112	INSURER B : Southern-Owners Insurance Company	10190	INSURER C : Travelers Insurance Companies	25658	INSURER D :		INSURER E :		INSURER F :	
INSURER(S) AFFORDING COVERAGE	NAIC #														
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INSURER D :															
INSURER E :															
INSURER F :															
INSURED Locklear & Associates, Inc Locklear and Associates Professional Corporation 4140 NW 37th Place Suite A Gainesville, FL 32608															

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS							
A	GENERAL LIABILITY		X	X	CWP7565015	04/13/2013	04/13/2014	EACH OCCURRENCE	\$ 1,000,000					
	X	COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 150,000					
		<input type="checkbox"/>						CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	MED EXP (Any one person)	\$ 1,000				
	<input type="checkbox"/>							PERSONAL & ADV INJURY	\$ 1,000,000					
	GEN'L AGGREGATE LIMIT APPLIES PER:							GENERAL AGGREGATE	\$ 2,000,000					
	X	POLICY						<input type="checkbox"/>	PRO-JECT	<input type="checkbox"/>	LOC	PRODUCTS - COM/OP AGG	\$ 2,000,000	
	<input type="checkbox"/>												\$	
	<input type="checkbox"/>												\$	
A	AUTOMOBILE LIABILITY		X	X	CWP7565015	04/13/2013	04/13/2014	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000					
	X	ANY AUTO						<input type="checkbox"/>	SCHEDULED AUTOS					
		ALL OWNED AUTOS							NON-OWNED AUTOS					
	<input type="checkbox"/>	HIRED AUTOS						<input type="checkbox"/>				BODILY INJURY (Per person)	\$	
<input type="checkbox"/>						BODILY INJURY (Per accident)	\$							
						PROPERTY DAMAGE (PER ACCIDENT)	\$							
							\$							
A	UMBRELLA LIAB		<input type="checkbox"/>	<input type="checkbox"/>	CWP7565015	04/13/2013	04/13/2014	EACH OCCURRENCE	\$ 1,000,000					
	EXCESS LIAB							CLAIMS-MADE	\$ 1,000,000					
	DED	RETENTION \$							\$					
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY		<input type="checkbox"/>	N/A	78061617	04/13/2013	04/13/2014	<input checked="" type="checkbox"/> WC STATU-TORY LIMITS	<input type="checkbox"/> OTH-ER					
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)							Y/N <input type="checkbox"/>	\$ 100,000					
	If yes, describe under DESCRIPTION OF OPERATIONS below								\$ 100,000					
									\$ 500,000					
C	Professional Liab			105746811	02/15/2014	02/15/2015	Each Claim	1,000,000						
C	Professional Liab			105746811	02/15/2013	02/15/2014	Policy Limit	2,000,000						

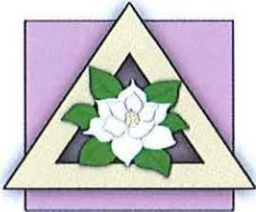
DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
 Ref: Proposal Number BC-03-18-14-24 / Solid Waste Consulting and Engineering Services
 Leon County, its officers, employees and volunteers are Additional Insureds with respects to General Liability and Auto Liability. Contractor's Insurance is primary and non-contributory. Certificate provides 30 day notice of cancellation. Waiver of Subrogation applies in favor of Leon County.

CERTIFICATE HOLDER Leon County Board of County Commissioners 1800-3 N Blair Stone Road Tallahassee, FL 32308	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
--	--

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MINORITY/WOMEN BUSINESS ENTERPRISE PARTICIPATION PLAN

The M/WBE aspirational targets for this contract are defined in the RFP as 26% for MBE and 9% for WBE. L&A hereby certifies that we will meet at least 50% of both aspirational targets. Our MBE subconsultant is Magnolia Engineering, LLC and our WBE subconsultant is Diversified Design and Drafting Services, Inc.



Firm: Magnolia Engineering, LLC
Services: Civil and Environmental Engineering
W/MBE: MBE
Summary: Magnolia Engineering, LLC (Magnolia) will provide civil and environmental engineering services on a variety of anticipated projects to be completed under this continuing services contract. Specifically, we anticipate utilizing Magnolia's services to address stormwater permitting and design components of various projects.

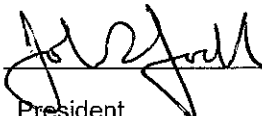


Firm: Diversified Design & Drafting Services, Inc. (3DS)
Services: Surveying
W/MBE: WBE
Summary: Diversified Design & Drafting Services, Inc. (3DS) will provide surveying services on a variety of anticipated projects to be completed under this continuing services contract. Specifically, we anticipate utilizing 3DS for surveying of all construction projects as well as all maintenance and repair projects which require such services.

RFP Title: Request for Proposals for
Proposal Number: BC-XX-XX-XX-XX
Opening Date:

EQUAL OPPORTUNITY/AFFIRMATIVE ACTION STATEMENT

1. The contractors and all subcontractors hereby agree to a commitment to the principles and practices of equal opportunity in employment and to comply with the letter and spirit of federal, state, and local laws and regulations prohibiting discrimination based on race, color, religion, national region, sex, age, handicap, marital status, and political affiliation or belief.
2. The contractor agrees to comply with Executive Order 11246, as amended, and to comply with specific affirmative action obligations contained therein.

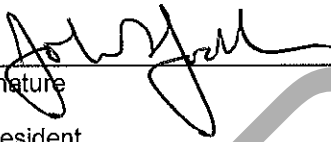
Signed: 
Title: President
Firm: Locklear & Associates, Inc.
Address: 4140 NW 37th Place, Suite A, Gainesville, FL 32606

DRAFT

RFP Title: Request for Proposals for
Proposal Number: BC-XX-XX-XX-XX
Opening Date:

**CERTIFICATION REGARDING DEBARMENT, SUSPENSION,
AND OTHER RESPONSIBILITY MATTERS
PRIMARY COVERED TRANSACTIONS**

1. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - b) Have not within a three-year period preceding this been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of these offenses enumerated in paragraph (1)(b) of this certification; and
 - d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.
2. Where the prospective primary participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.
3. No subcontract will be issued for this project to any party which is debarred or suspended from eligibility to receive federally funded contracts.



Signature

President

Title

Locklear & Associates, Inc.

Contractor/Firm

RFP Title: Request for Proposals for
Proposal Number: BC-XX-XX-XX-XX
Opening Date:


AFFIDAVIT CERTIFICATION
IMMIGRATION LAWS

Leon County will not intentionally award County contracts to any contractor who knowingly employs unauthorized alien workers, constituting a violation of the employment provisions contained in 8 U.S.C. Section 1324 A(e) {Section 274a(e) of the Immigration and Nationality Act ("INA").

Leon County may consider the employment by any Contractor of Unauthorized Aliens a violation of Section 274A(e) of the INA. **Such violation by the Recipient of the employment provision contained in Section 274A(e) of the INA shall be ground for unilateral cancellation of the contract by Leon County.**

BIDDER ATTESTS THAT THEY ARE FULLY COMPLIANT WITH ALL APPLICABLE IMMIGRATION LAWS (SPECIFICALLY TO THE 1986 IMMIGRATION ACT AND SUBSEQUENT AMENDMENTS).

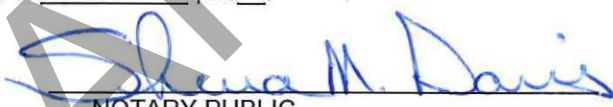
Company Name: Locklear & Associates, Inc.

Signature:  Title: President

STATE OF Florida
COUNTY OF Alachua

Sworn to and subscribed before me this 14 day of March, 2014.

Personally known X


NOTARY PUBLIC

OR Produced identification _____ Notary Public - State of Florida

(Type of identification) _____ My commission expires: March 17, 2017

Printed, typed, or stamped commissioned name of notary


The signee of this Affidavit guarantees, as evidenced by the sworn affidavit required herein, the truth and accuracy of this affidavit to interrogatories hereinafter made.

LEON COUNTY RESERVES THE RIGHT TO REQUEST SUPPORTING DOCUMENTATION, AS EVIDENCE OF SERVICES PROVIDED, AT ANY TIME.

RFP Title: Request for Proposals for
Proposal Number: BC-XX-XX-XX-XX
Opening Date:

LOCAL VENDOR CERTIFICATION

The undersigned, as a duly authorized representative of the vendor listed herein, certifies to the best of his/her knowledge and belief, that the vendor meets the definition of a "Local Business." For purposes of this section, "local business" shall mean a business which:

- a) Has had a fixed office or distribution point located in and having a street address within Leon, Gadsden, Wakulla, or Jefferson County for at least six (6) months immediately prior to the issuance of the request for competitive bids or request for proposals by the County; and
- b) Holds any business license required by Leon County (or one of the other local counties), and, if applicable, the City of Tallahassee; and
- c) Is the principal offeror who is a single offeror; a business which is the prime contractor and not a subcontractor; or a partner or joint venturer submitting an offer in conjunction with other businesses.

Please complete the following in support of the self-certification and submit copies of your County and City business licenses. Failure to provide the information requested will result in denial of certification as a local business.

Business Name: Locklear & Associates, Inc.	
Current Local Address: 440 S Jefferson Street Monticello, FL 32344	Phone: 850-342-1359 Fax: 352-692-5390
If the above address has been for less than six months, please provide the prior address.	
Length of time at this address:	
Home Office Address: 4140 NW 37th Place, Suite A Gainesville, FL 32606	Phone: 352-672-6867 Fax: 352-692-5390

John Locklear
Signature of Authorized Representative

March 14, 2014

Date

STATE OF Florida
COUNTY OF Alachua

The foregoing instrument was acknowledged before me this 14 day of March, 20 14

By John Locklear of Locklear & Associates, Inc.
(Name of officer or agent, title of officer or agent) (Name of corporation acknowledging)

a Florida Corporation, on behalf of the corporation. He/she is personally known to me
(State or place of Incorporation)

or has produced _____ as identification.

Sherra M. Davis
Signature of Notary

Return Completed form with supporting documents to:

Leon County Purchasing Division
1800-3 N. Blair Stone Road
Tallahassee, Florida 32308

Print, Type or Stamp Name of Notary
Notary Public State of Florida
Sherra M. Davis
Title or Commission EE 884697
Expires 03/17/2017

NON-COLLUSION AFFIDAVIT

I, John Locklear of the city of Gainesville, FL according to law on my oath, and under penalty of perjury, depose and say that:

1. I am President
of the firm of Locklear & Associates, Inc.

in response to the Request for Proposals for: Solid Waste Consulting and Engineering Services

²⁰¹⁴
~~Lafayette Street Sidewalk and Roadway Improvements~~ for Leon County, and that I executed the said proposal with full authority to do so.

2. This response has been arrived at independently without collusion, consultation, communication or agreement for the purpose of restricting competition, as to any matter relating to qualifications or responses of any other responder or with any competitor; and, no attempt has been made or will be made by the responder to induce any other person, partnership or corporation to submit, or not to submit, a response for the purpose of restricting competition;

3. The statements contained in this affidavit are true and correct, and made with full knowledge that Leon County relies upon the truth of the statements contained in this affidavit in awarding contracts for said project.

John Locklear
(Signature of Responder)

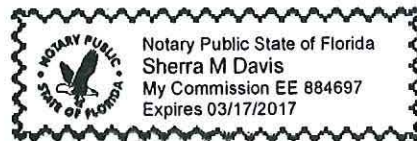
March 14, 2014
(Date)

STATE OF FLORIDA
COUNTY OF Alachua

PERSONALLY APPEARED BEFORE ME, the undersigned authority, John Locklear who, after first being sworn by me, (name of individual signing) affixed his/her signature in the space provided above on this 14 day of March, 2014.

Sherra M. Davis
NOTARY PUBLIC

My Commission Expires: March 17, 2017



DRUG-FREE WORKPLACE FORM

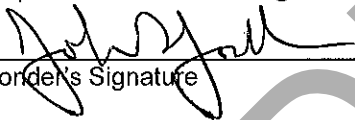
The undersigned vendor in accordance with Florida Statute 287.087 hereby certifies that:

Locklear & Associates, Inc.

(Name of Business)

1. Publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the workplace and specifying the actions that will be taken against employees for violations of such prohibition.
2. Inform employees about the dangers of drug abuse in the workplace, the business's policy of maintaining a drug-free workplace, any available drug counseling, rehabilitation, and employee assistance programs, and the penalties that may be imposed upon employees for drug abuse violations.
3. Give each employee engaged in providing the commodities or contractual services that are under response/bid a copy of the statement specified in subsection (1).
4. In the statement specified in subsection (1), notify the employees that, as a condition of working on the commodities or contractual services that are under response/bid, the employee will abide by the terms of the statement and will notify the employer of any conviction of, or plea of guilty or nolo contendere to, any violation of Chapter 893 (Florida Statutes) or of any controlled substance law of the United States or any state, for a violation occurring in the workplace no later than five (5) days after such conviction.
5. Impose a sanction on, or require the satisfactory participation in a drug abuse assistance or rehabilitation program if such is available in the employee's community, or any employee who is so convicted.
6. Make a good faith effort to continue to maintain a drug-free workplace through implementation of this section.

As the person authorized to sign the statement, I certify that this firm complies fully with the above requirements.



Respondent's Signature

March 14, 2014

Date

**SWORN STATEMENT UNDER SECTION 287.133(3)(a),
FLORIDA STATUTES, ON PUBLIC ENTITY CRIMES**

(To be signed in the presence of a notary public or other
officer authorized to administer oaths.)

STATE OF Florida

COUNTY OF Alachua

Before me, the undersigned authority, personally appeared John Locklear, who, being
by me first duly sworn, made the following statement:

1. The business address of Locklear & Associates, Inc.
(firm name of Bidder/Contractor)

is 4140 NW 37th Place, Suite A, Gainesville, FL 32606.

2. My relationship to Locklear & Associates, Inc.
(firm name of Bidder/Contractor)

is President
(relationship such as sole proprietor, partner, president, vice president)

3. I understand that a public entity crime as defined in Section 287.133 of the Florida Statutes includes a violation of any state or federal law by a person with respect to and directly related to the transaction of business with any public entity in Florida or with an agency or political subdivision of any other state or with the United States, including, but not limited to, any bid or contract for goods or services to be provided to any public entity or such an agency or political subdivision and involving antitrust, fraud, theft, bribery, collusion, racketeering, conspiracy, or material misrepresentation.

4. I understand that "convicted" or "conviction" is defined by the statute to mean a finding of guilt or a conviction of a public entity crime, with or without adjudication of guilt, in any federal or state trial court of record relating to charges brought by indictment or information after July 1, 1989, as a result of a jury verdict, nonjury trial, or entry of a plea of guilty or nolo contendere.

5. I understand that "affiliate" is defined by the statute to mean (1) a predecessor or successor of a person or a corporation convicted of a public entity crime; or (2) an entity under the control of any natural person who is active in the management of the entity and who has been convicted of a public entity crime; or (3) those officers, directors, executives, partners, shareholders, employees, members, and agents who are active in the management of an affiliate; or (4) a person or corporation who knowingly entered into a joint venture with a person who has been convicted of a public entity crime in Florida during the preceding 36 months.

6. Neither the Bidder/Contractor nor any officer, director, executive, partner, shareholder, employee, member or agent who is active in the management of the Bidder/Contractor, nor any affiliate of the Bidder/Contractor, has been convicted of public entity crime subsequent to July 1, 1989.

(Draw a line through Paragraph 6 if Paragraph 7 below applies.)

7. There has been a conviction of a public entity crime by the Bidder/Contractor, or an officer, director, executive, partner, shareholder, employee, member or agent of the Bidder/Contractor who is active in the management of the Bidder/Contractor or an affiliate of the Bidder/Contractor. A determination has been made pursuant to Section 287.133(3) by order of the Division of Administrative Hearings that it is not in the public interest for the name of the convicted person or affiliate to appear on the convicted vendor list. The name of the convicted person or affiliate is _____.

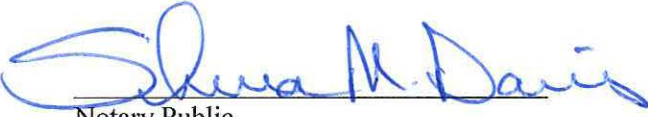
A copy of the order of the Division of Administrative Hearings is attached to this statement.

(Draw a line through Paragraph 7 if Paragraph 6 above applies.)



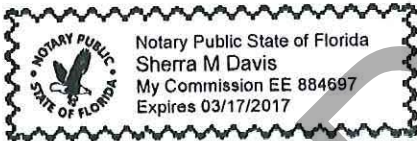
(Signature)

Sworn to and subscribed to before me in the State and County first mentioned above on the 14th day of March, 2014.


Notary Public



March 17, 2017
My commission expires



**Locklear & Associates, Inc.
 Leon County Labor Rate Schedule**

Labor Category	Hourly Labor Rate (\$)				
	2014	2015	2016	2017	2018
Project Director	170	177	184	191	199
Project Manager	140	146	151	157	164
Senior Engineer/Scientist	150	156	162	169	175
Project Engineer/Scientist	110	114	119	124	129
Construction Manager	125	130	135	141	146
Resident Observer	70	73	76	79	82
Planner / Landscape Architect	85	88	92	96	99
Field Technician	75	78	81	84	88
Clerical / Administration	45	47	49	51	53

Travel, Subsistence, and Other Direct Costs

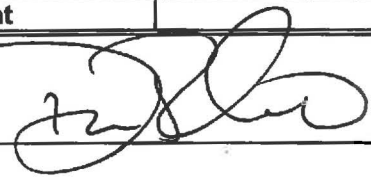
Travel and subsistence expenses, reproduction costs, materials and supplies, and other direct costs are to be paid for by the client at cost. Outside professional services, borings, surveying, laboratory analysis, and the purchase of specialized equipment required for a project will be billed at cost plus 10% markup for handling. Mileage will be charged at \$0.55 per mile. On time and material projects, computer usage will be billed as an additional expense fee of \$3.70 per labor hour.

**LEON COUNTY PURCHASING DIVISION
 BID TABULATION SHEET
 BC-03-18-14-24**

RFP Title: Solid Waste Consulting & engineering Services

Opening Date: Thursday, March 18, 2014 at 2:00 PM

Item/Vendor	PREBBLE-RISH	GOLDER ASSOCIATES	LOCKLEAR & ASSOC.
Manual Signature	yes	yes	yes
Original - Marked	yes	yes	yes
5 Copies	yes	yes	yes
Equal Opportunity	yes	yes	yes
Insurance	yes	yes	yes
Certificate Debarment	yes	yes	yes
Affidavit of Immigration	yes	yes	yes
Drug Free Work Place	yes	yes	yes
No Bid Document			

Tabulated By: 

Joanne Jennings

**Leon County
Board of County Commissioners**


Notes for Agenda Item #17

Leon County Board of County Commissioners

Cover Sheet for Agenda #17

May 27, 2014

To: Honorable Chairman and Members of the Board

From: Vincent S. Long, County Administrator 

Title: Joint City/County Adoption Public Hearing on Cycle 2014-1 Comprehensive Plan Amendments

County Administrator Review and Approval:	Vincent S. Long, County Administrator
Department/Division Review:	Tony Park, P.E., Director, Public Works & Community Development Wayne Tedder, Director, PLACE (Planning, Land Management & Community Enhancement)
Lead Staff/ Project Team:	Cherie Bryant, Planning Manager Brian Wiebler, Long-Range Principal Planner

The materials for Agenda Item #17, Joint City/County Adoption Public Hearing on Cycle 2014-1 Comprehensive Plan Amendments may also be found at the following link:

<http://cms.leoncountyfl.gov/coadmin/agenda/compplan/20140527.pdf>

ADOPTION HEARING MATERIALS

CYCLE 2014-1

COMPREHENSIVE PLAN AMENDMENTS

Joint City-County Adoption Hearing

Tuesday, May 27, 2014, 6:00PM

County Commission Chambers

DATE: May 17, 2014

TO: Members of the Board of County Commissioners and Tallahassee City Commission

FROM: Megan Doherty, Comprehensive Planning Team

SUBJECT: Cycle 2014-1 Adoption Hearing Materials for May 27, 2014

The joint City-County Commission adoption hearing for the 2014-1 Comprehensive Plan amendment cycle has been advertised for Tuesday, May 27th at 6:00 PM in the County Commission Chambers. The purpose of this hearing is to consider adoption of small scale and the large scale amendments that were previously transmitted to the State Land Planning Agency.

This electronic version of materials for the adoption hearing includes the agenda, staff reports, and public comments received through May 15, 2014. Attached for your consideration are:

- Attachment #1: Public Hearing Agenda
- Attachment #2: Summary Chart of Past Actions
- Attachment #3: Amendments as Recommended for Adoption
- Attachment #4: New Public Comments
- Attachment #5: County Adoption Ordinance
- Attachment #6: County Rezoning Agenda Items (2)
- Attachment #7: City Adoption Ordinance
- Attachment #8: City Rezoning Agenda Items (6)
- Attachment #9: Staff Report: Governor's Park Corners (PCM140102)
- Attachment #10: Staff Report: Capital Circle Northwest (PCM140103)
- Attachment #11: Staff Report: DeSoto Park Drive (PCM140104)
- Attachment #12: Staff Report: North Meridian Street (PCM140105)
- Attachment #13: Staff Report: Mission San Luis (PCM140106)
- Attachment #14: Staff Report: Governor's Mansion and the Grove (PCM140107)
- Attachment #15: Staff Report: Lake Overstreet Addition (PCM140108)
- Attachment #16: Staff Report: Northeast Park (PCM140109)
- Attachment #17: Staff Report: Text-Proposed Changes to Suburban Category Per-Parcel Development Limitations within the Future Land Use Element (PCT140111)
- Attachment #18: Staff Report: Text-Lake Protection Minimum Lot Size (PCT140112)

If you have questions about the hearing or any of the attached materials, please do not hesitate to contact Megan Doherty or Brian Wiebler at (850) 891-6400.

ATTACHMENT #1

PUBLIC HEARING AGENDA

**JOINT CITY-COUNTY ADOPTION HEARING
MAY 27, 2014 6:00 PM**

County Commission Chambers, Leon County Courthouse, 301 S. Monroe Street

- A. Introductory Comments by Staff**
- B. Public Comments on Consent Agenda**
- C. Consent Agenda -** Consistent with recommendations from Planning Department staff, the Local Planning Agency, and the Tallahassee City Commission and Board of County Commissioners votes at the April 8th Transmittal Hearing:
 - ~~1. PCM140101: Buena Vista Drive Withdrawn~~
 - 2. PCM140102: Governor's Park Corners
 - 3. PCM140103: Capital Circle Northwest
 - 4. PCM140104: DeSoto Park Drive
 - 5. PCM140105: North Meridian Street
 - 6. PCM140106: Mission San Luis
 - 7. PCM140107: Governor's Mansion and the Grove
 - 8. PCM140108: Northeast Park
 - 9. PCM140109: Lake Overstreet Addition
 - 10. PCT140111: Changes to Suburban Category Per-Parcel Development Limitations
 - 11. PCT140112: Lake Protection Minimum Lot Size

Staff Recommendation: Adoption of the amendments as approved for Transmittal to the State Planning Agency on April 8, 2014.

- D. County Adoption of Cycle 2014-1 Plan Amendment Ordinance (Attachment #5)**
- E. County Rezoning Public Hearings (Attachment #6)**

First of Two Scheduled Public Hearings on Leon County Ordinance No. 14-_: Proposed Amendment to the Official Zoning Map as Adopted in Leon County Ordinance No. 92-11 to Change the Zoning Classification from the Industrial (I) Zoning District to the Commercial Parkway (CP) Zoning District-Second Public Hearing Scheduled for June 10, 2014.

First of Two Scheduled Public Hearings on Leon County Ordinance No. 14-_: Proposed Amendment to the Official Zoning Map as Adopted in Leon County Ordinance N0.99-11 to Change the Zoning Classification from the Rural Zoning District to Open Space Zoning District-Second Public Hearing Scheduled for June 10, 2014.

F. City Adoption of Cycle 2014-1 Plan Amendment Ordinance (Attachment #7)**G. City Rezoning Public Hearings (Attachment #8)**

First and Only Public Hearing on Ordinance 14-Z-18: Proposed Amendment to the Official Zoning Map from Historical Preservation (HP) Zoning District to the Office Residential-2 (OR-2) Zoning District with Historic Preservation Overlay (HPO)

First and Only Public Hearing on Ordinance 14-Z-19: Proposed Amendment to the Official Zoning Map from Historical Preservation (HP) Zoning District to the Neighborhood Boundary Office (NBO) Zoning District with Historic Preservation Overlay (HPO)

First of Two Scheduled Public Hearings on Ordinance 14-Z-20: Proposed Amendment to the Official Zoning Map from the Residential Preservation- 1 (RP-1), University Transition (UT) & Medium Residential-1 (MR-1) Zoning Districts to the Government Operational-1 (GO-1) Zoning District - Second Public Hearing Scheduled for June 25, 2014

First of Two Scheduled Public Hearings on Ordinance 14-Z-21: Proposed Amendment to the Official Zoning Map from the Historical Conservation (HC), Government Operational-1 (GO-1) & Central Urban-45 (CU-45) Zoning Districts to the Government Operational-1 (GO-1) Zoning District with Historic Preservation Overlay (HPO) - Second Public Hearing Scheduled for June 25, 2014

First of Two Scheduled Public Hearings on Ordinance 14-Z-22: Proposed Amendment to the Official Zoning Map to change the Zoning Classification from Lake Protection and Residential Preservation-1 Zoning Districts to Open Space Zoning District -Second Public Hearing Scheduled for June 25, 2014.

First and Only Public Hearing on Ordinance 14-Z-23: Proposed Amendment to the Official Zoning Map to Change the Zoning Classification from the Industrial Zoning District (I) to the Light Industrial (M-1) Zoning District

H. Adjournment

If you have a disability requiring accommodations, please contact the Tallahassee-Leon County Planning Department. The Planning Department telephone number is (850) 891-6400. The telephone number of the Florida Relay TDD Service is # 1-800-955-8771.

"Please be advised that if a person decided to appeal any decision made by the Planning Commission/Local Planning Agency with respect to any matter considered at this meeting or hearing, such person will need a record of these proceedings, and for this purpose such person may need to ensure that a verbatim record of the proceedings is made, which record indicates the testimony and evidence upon which the appeal is to be based. The Planning Commission/Local Planning Agency does not provide or prepare such a record (Section 286.0105 F.S.)."

ATTACHMENT #2

SUMMARY CHART

<i>Item #</i>	<i>Amendment To:</i>	<i>Nature of Proposed Amendment</i>	<i>Planning Staff Recommendation</i>	<i>Water Resources Committee Recommendation</i>	<i>LPA Recommendation</i>	<i>City Commission Position</i>	<i>Board of County Commissioners Position</i>
PCM140101	WITHDRAWN FUTURE LAND USE MAP <i>Buena Vista Drive</i>	From: Urban Residential-2 To: Suburban 0.57-acre	D	Not Reviewed	D	D WITHDRAWN	D WITHDRAWN
PCM140102	FUTURE LAND USE MAP Governor's Park Corners	From: Urban Residential-2 To: Planned Development 7.24-acres <u>SMALL SCALE</u>	A	Not Reviewed	A	A	A
PCM140103	FUTURE LAND USE MAP Capital Circle Northwest	From: Industrial To: Suburban 23.5-acres	AM – Expanded to include one additional parcel	Not Reviewed	AM – Expanded to include one additional parcel	AM – Expanded to include one additional parcel	AM – Expanded to include one additional parcel
PCM140104	FUTURE LAND USE MAP DeSoto Park Drive	From: Government Operational To: Suburban 1.27-acres <u>SMALL SCALE</u>	A	Not Reviewed	A	A	A
PCM140105	FUTURE LAND USE MAP North Meridian Street	From: Government Operational To: Neighborhood Boundary 0.39-acre <u>SMALL SCALE</u>	A	Not Reviewed	A	A	A
PCM140106	FUTURE LAND USE MAP Mission San Luis	From: Residential Preservation, Recreation/ Open Space, Suburban and University Transition To: Government Operational 63.35-acres	A	Not Reviewed	A	A	A
PCM140107	FUTURE LAND USE MAP Governor's Mansion and the Grove	From: <i>The Grove</i> - Recreation/Open Space <i>Gov. Mansion</i> - Government Operational & Central Urban To: <i>The Grove</i> - Government Operational <i>Gov. Mansion</i> - Central Urban 16.88-acres	A	Not Reviewed	A	A	A
PCM140108	FUTURE LAND USE MAP Northeast Park	From: Rural To: Government Operational 100-acres	A	Not Reviewed	A	A	A

<i>Item #</i>	<i>Amendment To:</i>	<i>Nature of Proposed Amendment</i>	<i>Planning Staff Recommendation</i>	<i>Water Resources Committee Recommendation</i>	<i>LPA Recommendation</i>	<i>City Commission Position</i>	<i>Board of County Commissioners Position</i>
PCM140109	FUTURE LAND USE MAP Lake Overstreet Addition	From: Lake Protection and Residential Preservation To: Recreation/Open Space 858-acres	A	A	A	A	A
PCT140110	WITHDRAWN TEXT AMENDMENT	N/A	N/A	N/A	N/A	N/A	N/A
PCT140111	TEXT AMENDMENT Changes to Suburban Category Per-Parcel Development Limitations	Amend the Future Land Use Element to address the per-parcel development limitations within the Suburban future land use category.	A	Not Reviewed	A	A	A
PCT140112	TEXT AMENDMENT Lake Protection Minimum Lot Size	Amendment to eliminate the ½-acre minimum lot requirement for cluster developments in the unincorporated areas of the Lake Protection future land use category where sewer facilities are available	A	D	A	A	A

ATTACHMENT #3

AMENDMENTS AS RECOMMENDED FOR ADOPTION

Map Amendment PCM140101

WITHDRAWN BY APPLICANT

Map Amendment PCM140102

7.24 Acres

From: Urban Residential-2
To: Planned Development

Applicant: *Tallahassee-Leon County Planning Department*

Request: “Urban Residential-2” to “Planned Development” on two parcels totaling 7.24 acres located at the intersection of Blair Stone Road and Governors Square Boulevard on the eastside. The existing Urban Residential-2 category allows a variety of housing types (up to 20 units per acre), but does not permit office and commercial development. The Planned Development future land use category is intended for a mixed of land uses, including residential, office, and commercial development. The subject site is part of Governor’s Park Corners, a 31-acre mixed use development established through a 163 Development Agreement. With regards to the subject parcels, the Development Agreement allows office and multi-family uses on the parcels. However, during the Comprehensive Plan Reform Project in 2007, the parcels were erroneously placed in the Urban Residential-2 land use category which does not allow some of the uses authorized in the Development Agreement. This amendment will correct the error by designating the parcels with the appropriate Planned Development future land use category.

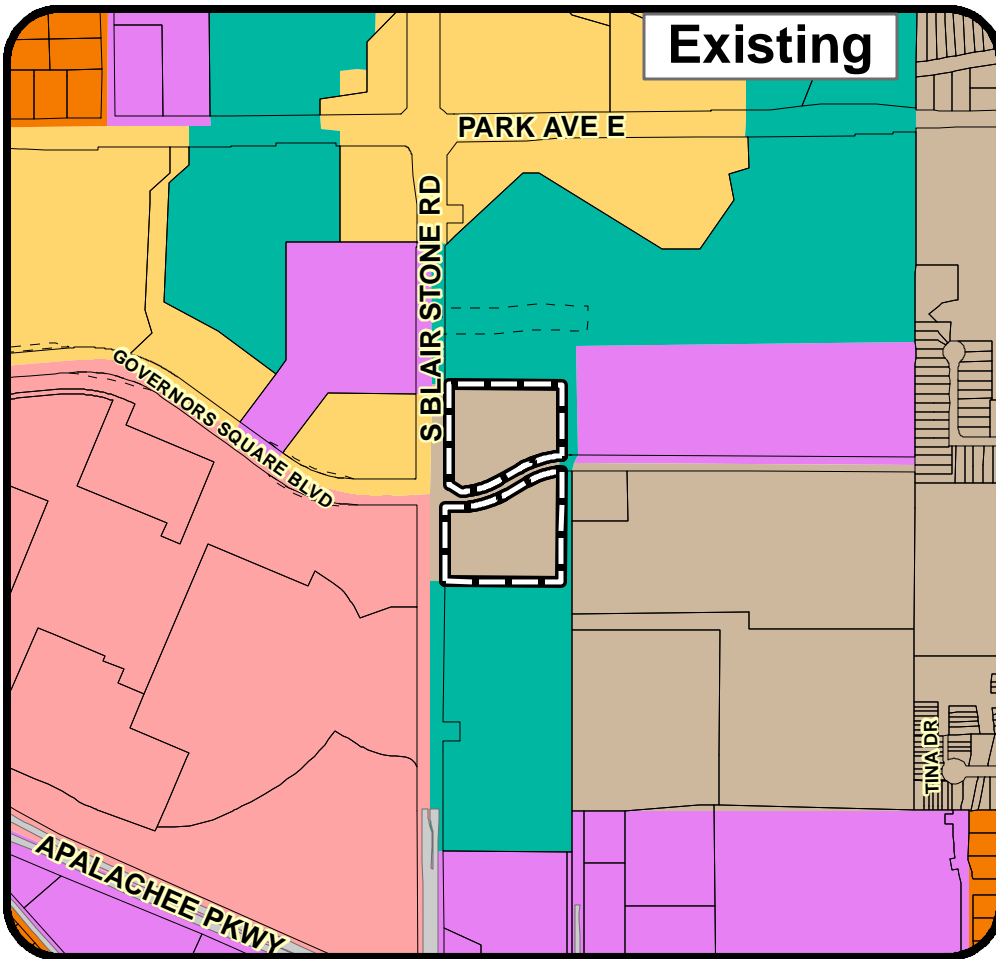
Staff Recommendation:
Approval

Local Planning Agency:
Approval

City Commission:
Approval

Board of County Commissioners:
Approval


Existing



Future Land Use

Legend

-  Activity Center
-  Open Space
-  Residential Preservation
-  Planned Development
-  Suburban
-  Urban Residential 2

 Subject Parcel

**Blairstone Road
Near Gov. Sq. Blvd.
PCM140102**
Governor's Park Corners
Tallahassee Leon County
Planning Department

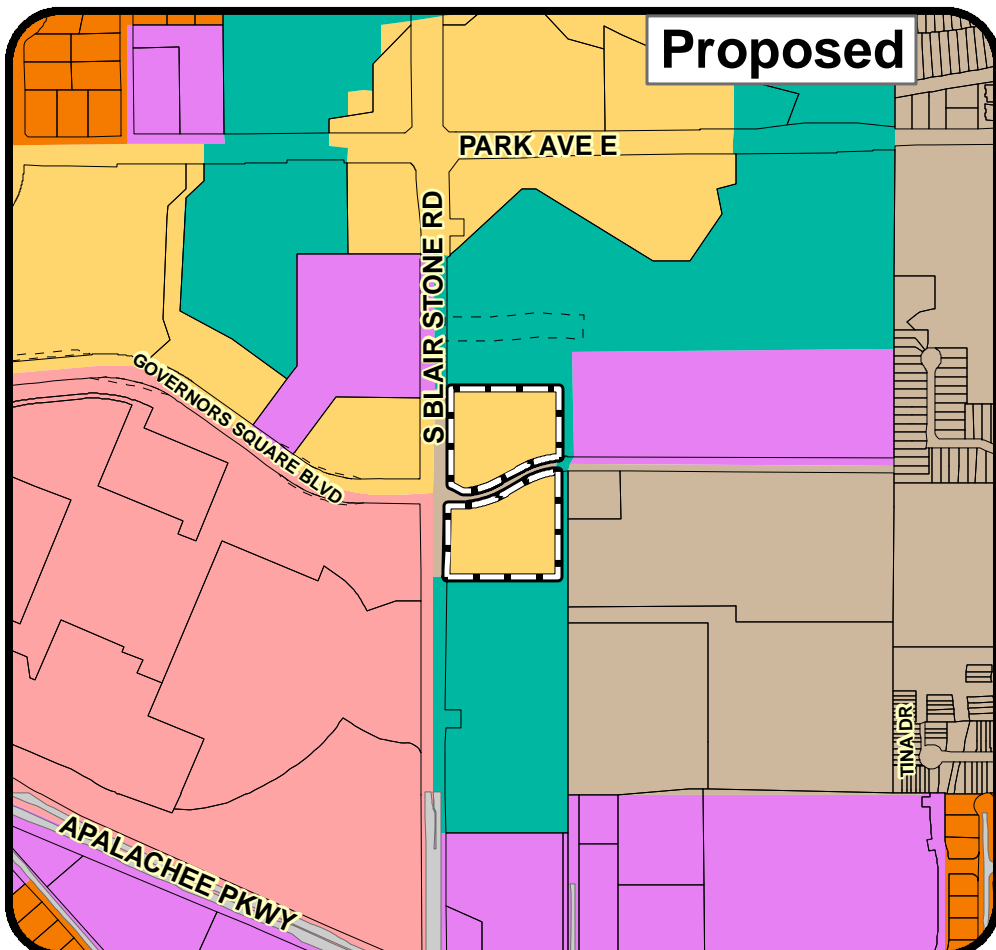
Existing
Urban Residential-2

Proposed
Planned Development



SITE TAX ID:
11-32-20-415-0000
11-32-20-416-0000

ACRES: 7.24 ±



Map Amendment PCM140103

29.56 Acres

From: Industrial
To: Suburban

Applicant: *Board of County Commissioners*

Request: "Industrial" to "Suburban" on three parcels totaling 23.5 acres located at Capital Circle Northwest, between Tharpe Street and the Northwest Passage. Staff also recommends expanding the boundary of the proposed change to incorporate these parcels and one additional developed parcel to the south of the request that is currently designated as Industrial. Two of the parcels have been developed with structures not designed for industrial use (the Moose Lodge and a vacant retail building) and the rear of the third parcel is adjacent to Crescent Hills subdivision and condominiums. The fourth, staff recommended expansion parcel, is located in the City Limits and consists of a commercial park. The proposed Suburban category is more consistent with the existing development patterns, current uses, and expected future development demands. The property owners of the subject site have expressed an interest in this amendment to help expand economic opportunities and for the protection of their current uses.

Staff Recommendation:

Approval as modified to include one additional parcel to the south currently designated as Industrial

Local Planning Agency:

Approval as modified to include one additional parcel to the south currently designated as Industrial

City Commission:

Approval as modified to include one additional parcel to the south currently designated as Industrial

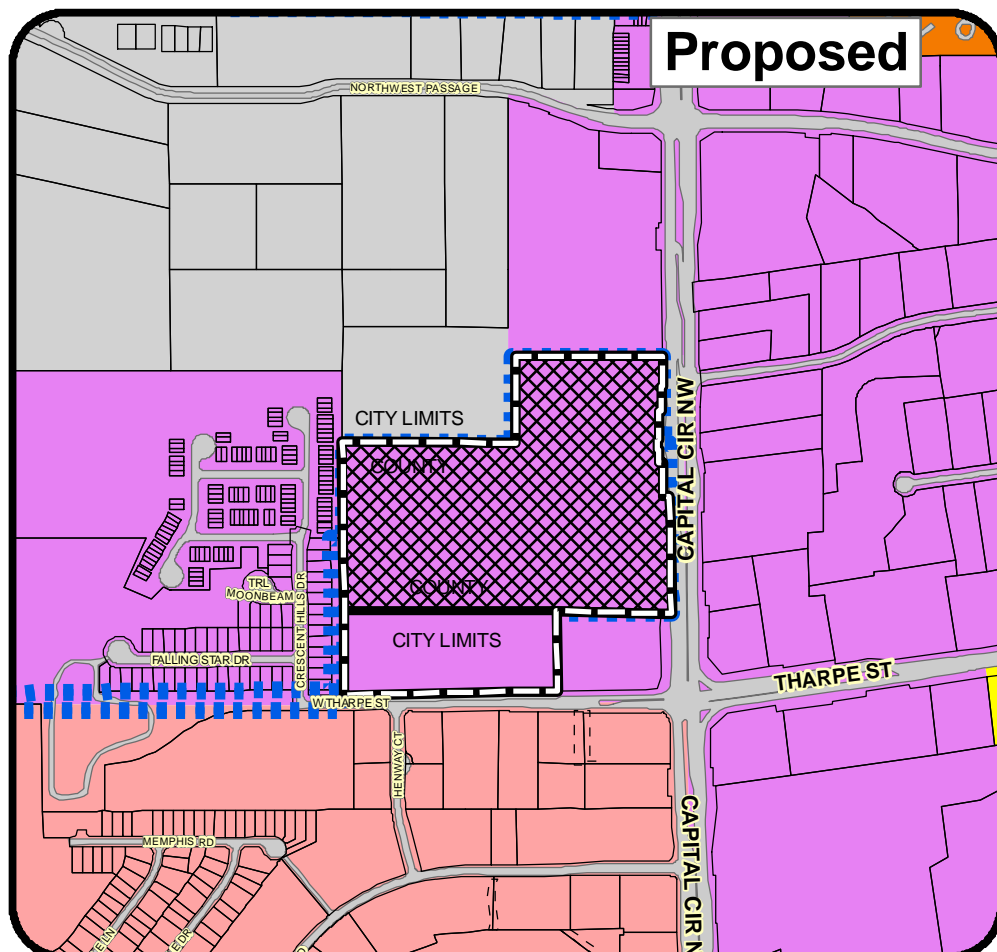
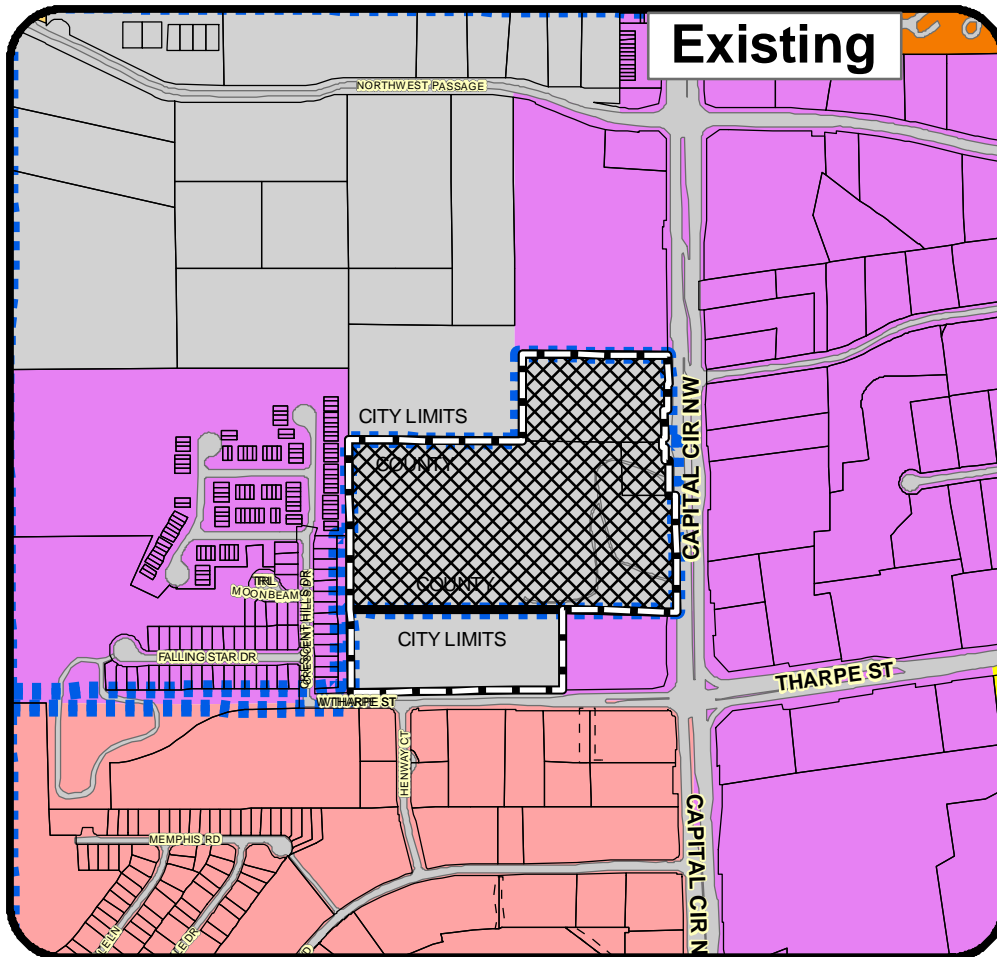
Board of County Commissioners:

Approval as modified to include one additional parcel to the south currently designated as Industrial

Future Land Use

Legend

-  Activity Center
-  Industrial
-  Governmental Operation
-  Residential Preservation
-  Suburban
-  Applicant Request
-  Staff Expansion
-  City Limits



**Capital Circle NW
PCM140103**
Leon County
Board of
County Commissioners

**Existing
Industrial**
**Proposed
Suburban**

Applicant Request

SITE TAX IDs:

21-19-51-049-1100

21-19-51-051-1110

21-19-51-051-1111

ACRES: 23.50 ±

Staff expansion

TAX IDs:

21-19-55- A0010

ACRES: 6.06 ±

Total Acreage 29.56 ±



Map Amendment PCT140104

1.27 Acres

From: Government Operational
To: Suburban

Applicant: *Tallahassee-Leon County Planning Department*

Request: “Government Operational” to “Suburban” for two parcels totaling 1.27 acres; one property is owned by the Florida Transportation Builder’s Association, the other is owned by F. Alan Cummings and Joseph W. Lawrence. The properties are in a Historic Preservation Overlay, and will remain so. However, the existing Government Operational designation is not appropriate for these privately owned properties. The parcels are located south of Lafayette Street within the DeSoto Park Drive cul-de-sac, in close proximity to existing state-owned buildings and historical sites that will remain in the Government Operational designation. The owners of the parcels support the proposed amendment.

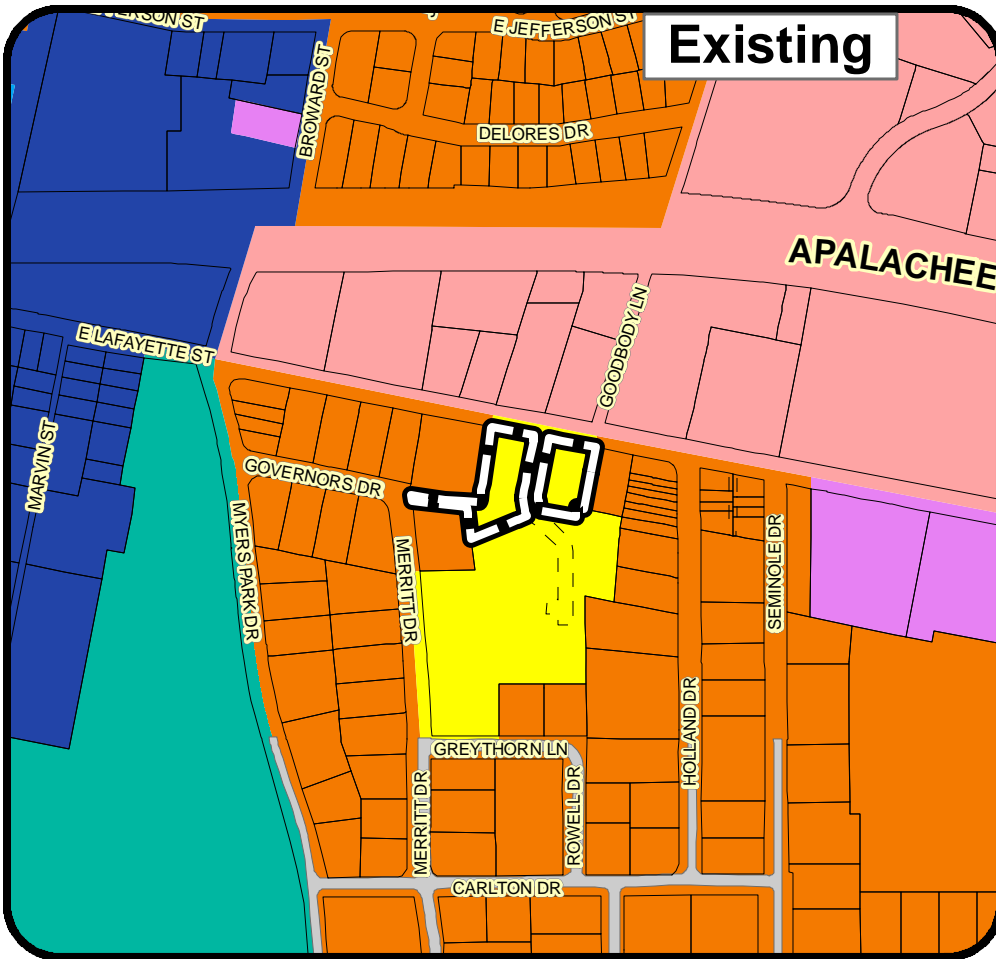
Staff Recommendation:
Approval

Local Planning Agency:
Approval

City Commission:
Approval

Board of County Commissioners:
Approval

Existing



Future Land Use

Legend

- Activity Center
- Central Urban
- Governmental Operation
- Open Space
- Residential Preservation
- Suburban



Subject Parcel

City Limits

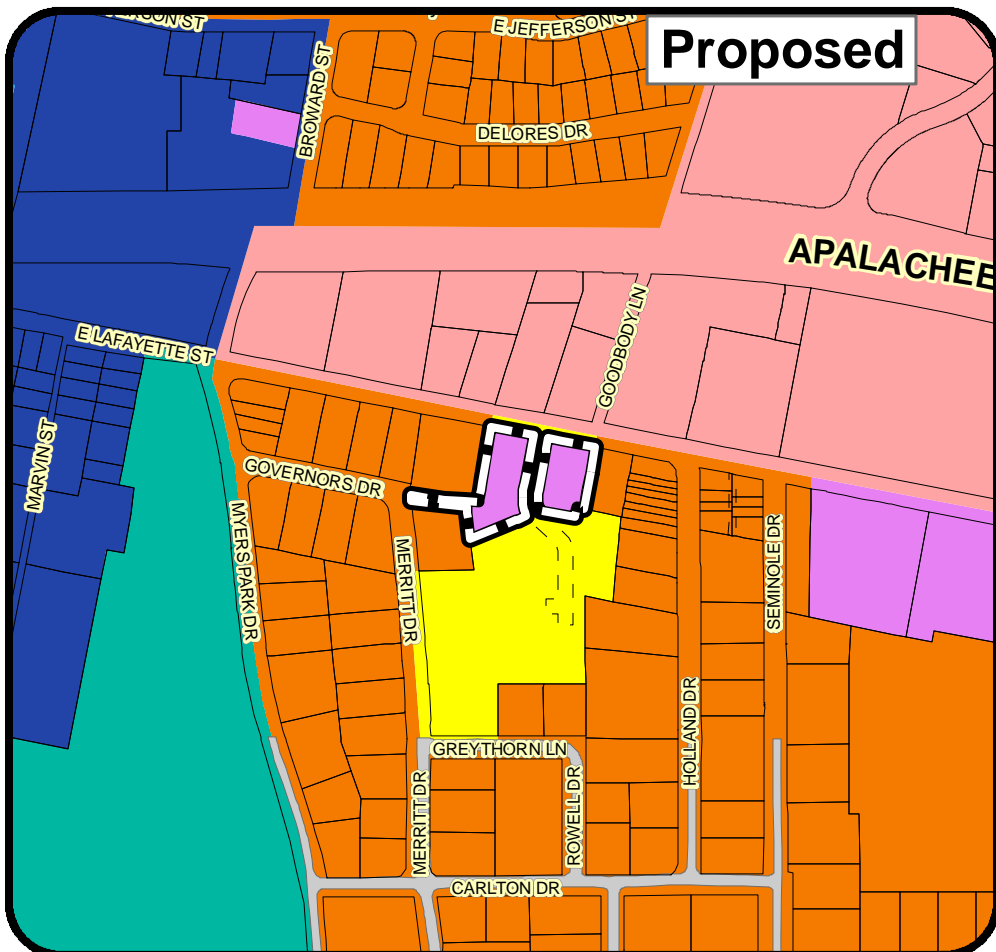
**E. Lafayette St.
PCM140104**

*Desoto Park Law Firm,
Fl. Trans. Builders Assoc.
Tallahassee/Leon County
Planning Department*

**Existing
Government
Operational**

**Proposed
Suburban**

Proposed



**SITE TAX ID:
11-31-52- A-0080
11-31-52- A-0100
ACRES: 1.27 ±**



Map Amendment PCT140105

0.39 Acres

From: Government Operational
To: Neighborhood Boundary

Applicant: *Tallahassee-Leon County Planning Department*

Request: “Government Operational” to “Neighborhood Boundary” for one parcel totaling 0.39 acres owned by Don Yaeger Properties, LLC. The property is within a Historic Preservation Overlay, and will remain so. However, the existing Government Operational designation is not appropriate for this privately owned property. The parcel is located north of the intersection of North Meridian Street and Miccosukee Road. The owner of this parcel supports the proposed amendment.

Staff Recommendation:

Approval

Local Planning Agency:

Approval

City Commission:

Approval


Board of County Commissioners:

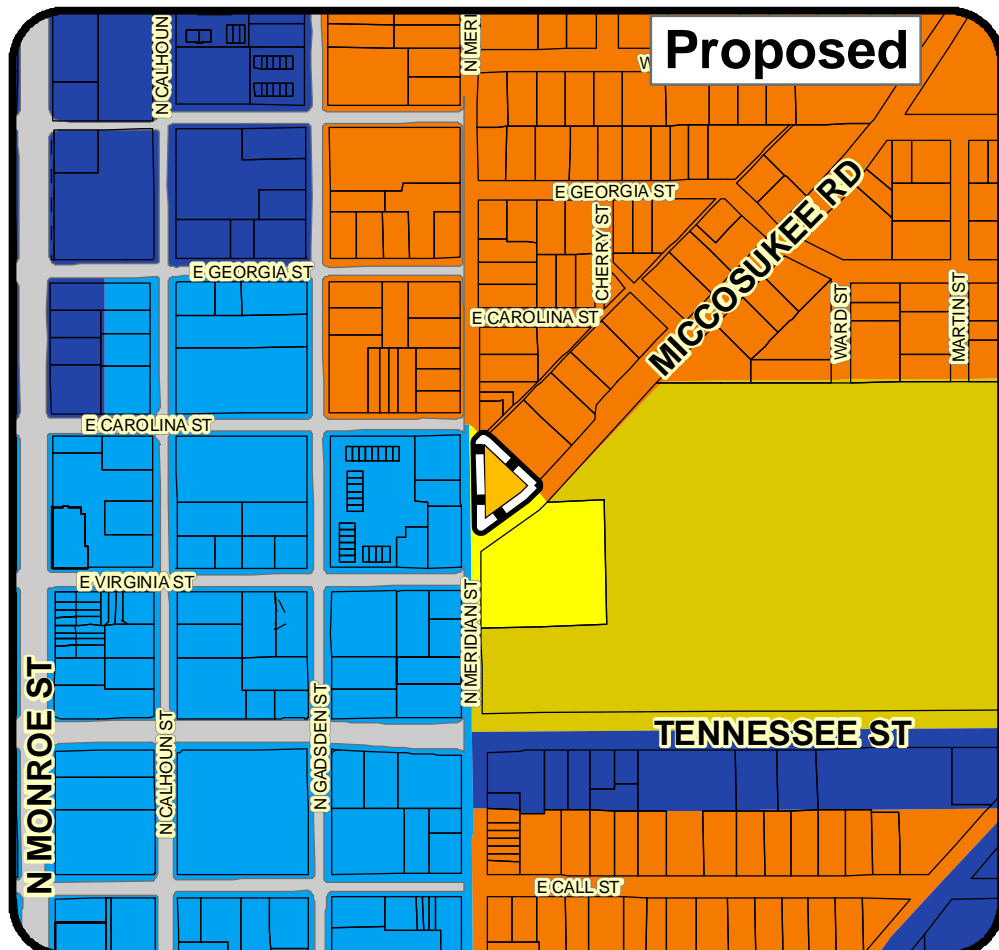
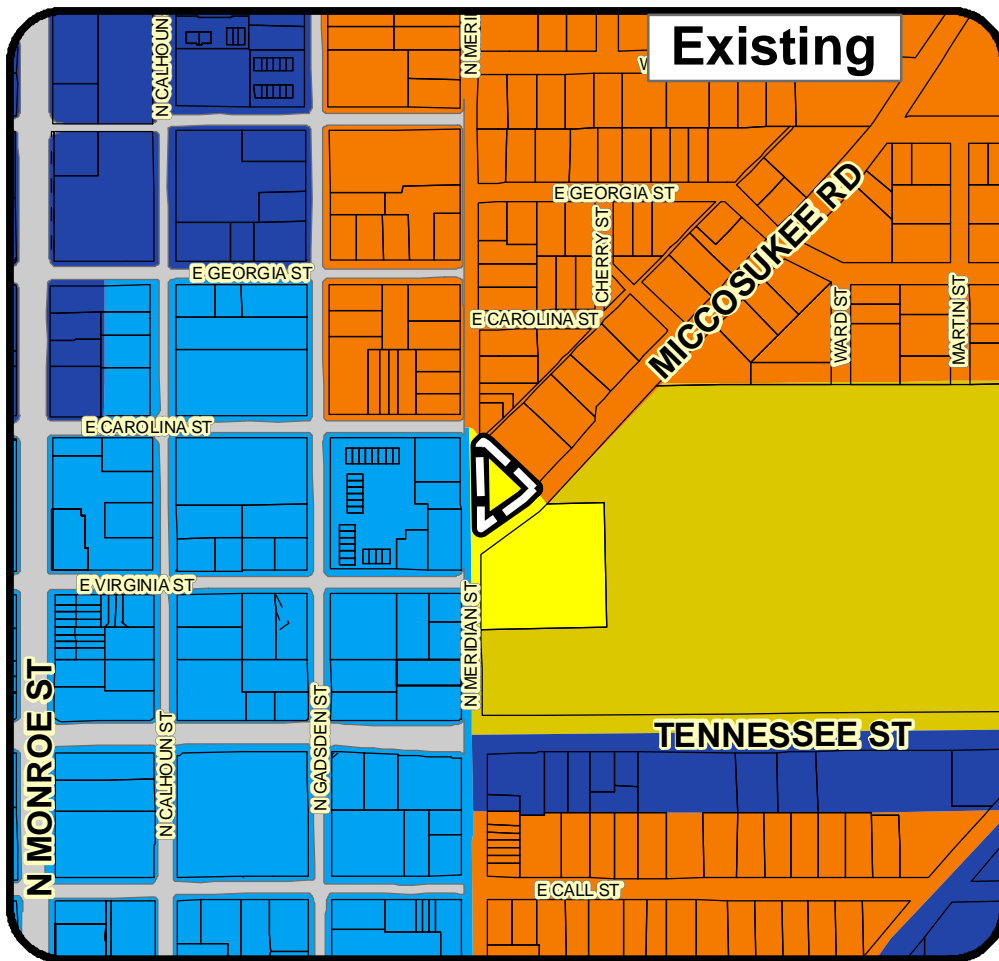
Approval

Future Land Use

Legend

-  Central Urban
-  Central Core
-  Educational Facilities
-  Governmental Operation
-  Residential Preservation
-  Neighborhood Boundary

 Subject Parcel



N. Meridian
PCM140105
 180 Consulting
 Tallahassee/Leon County
 Planning Department

Existing
 Government
 Operational

Proposed
 Neighborhood Boundary



SITE TAX ID:
 11-31-46-000-0010
ACRES: 0.39 ±



Map Amendment PCT140106

63.35 Acres

From: Residential Preservation, Recreation/Open Space,
Suburban, and University Transition

To: Government Operational

Applicant: *Tallahassee-Leon County Planning Department*

Request: “Residential Preservation, Recreation and Open Space, Suburban and University Transition” to “Government Operational” for the Mission San Luis site. The property is 63.35 acres and is owned by the state of Florida. The subject site is located north of West Tennessee Street and west of Ocala Road. The Florida Division of Historical Resources supports this amendment.

Staff Recommendation:

Approval

Local Planning Agency:

Approval

City Commission:

Approval

Board of County Commissioners:

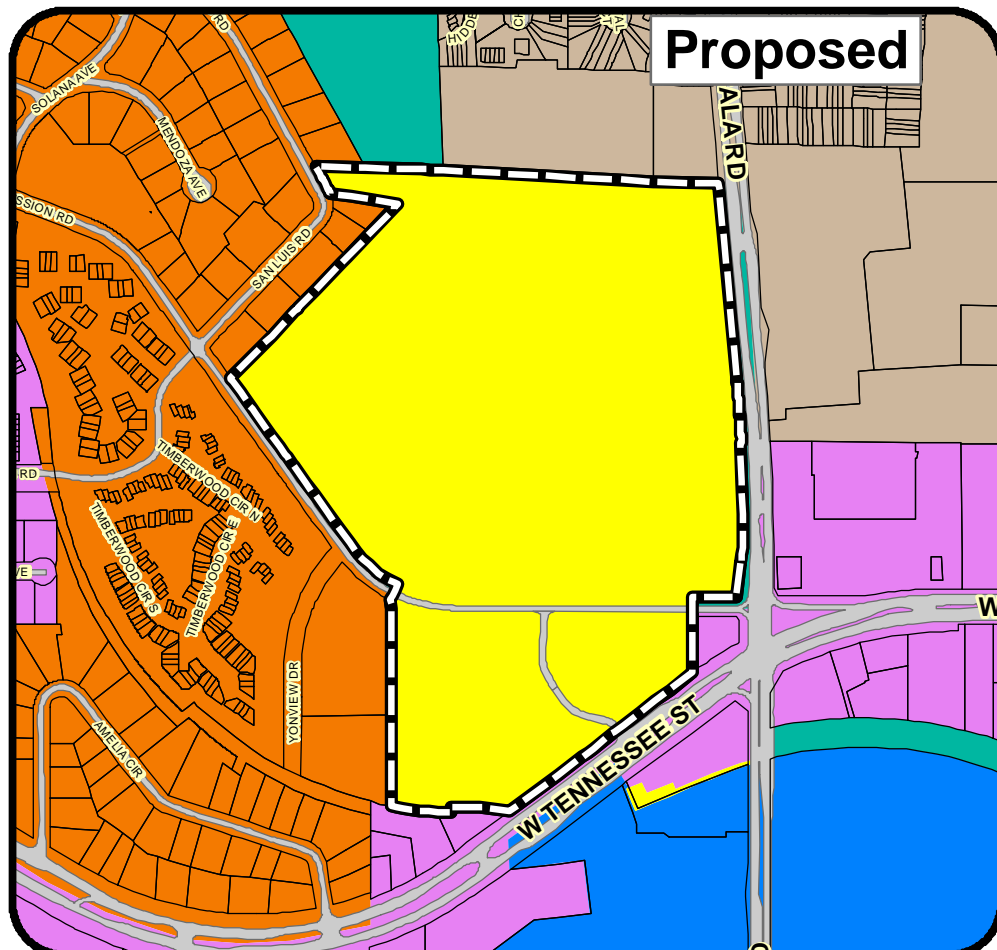
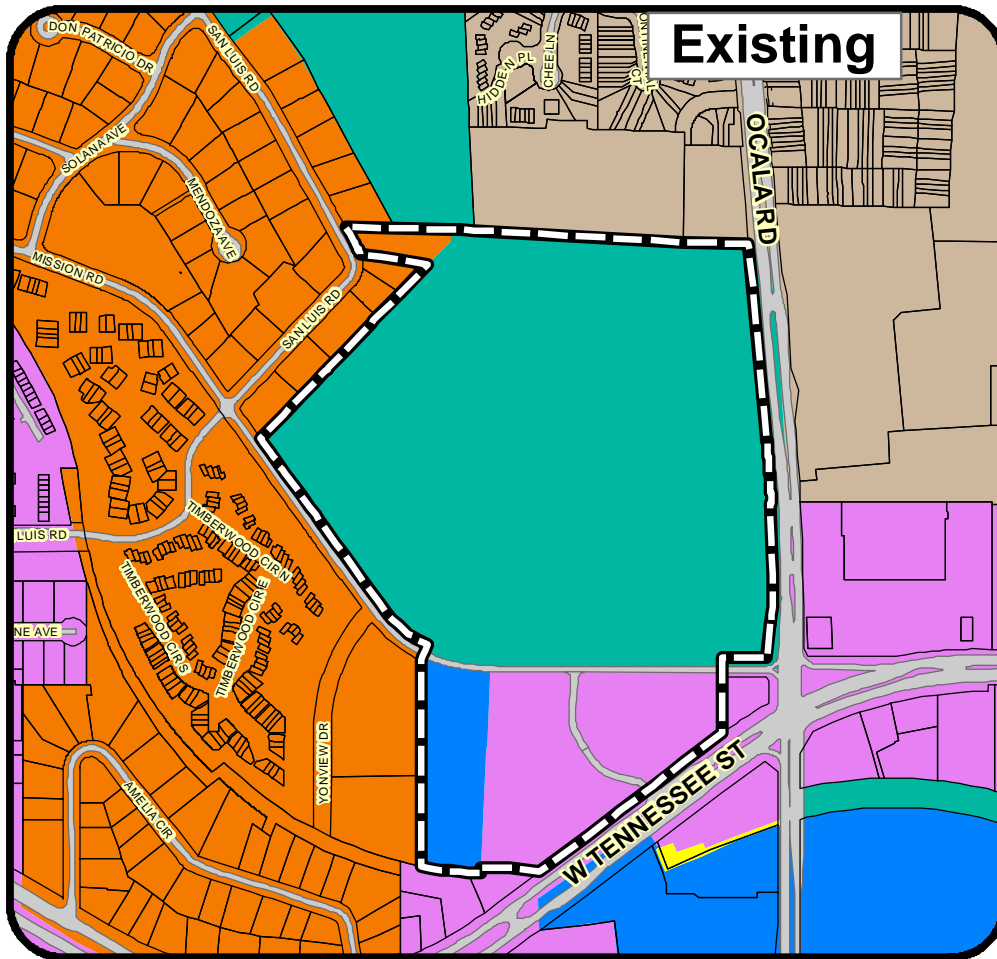
Approval

Future Land Use

Legend

-  Governmental Operation
-  Open Space
-  Residential Preservation
-  University Transition
-  Suburban
-  Urban Residential 2

 Subject Parcel



**Ocala and Mission Rd.
PCM140106**

Mission San Luis

**Tallahassee/Leon County
Planning Department**

Existing

**Residential Preservation
Recreation/Open Space
Suburban and University
Transition**

Proposed

**Government
Operational**



**SITE TAX ID:
21-27-20-434-000-0
(RP-1 Portion Only)**

ACRES: 63.35 ±



Map Amendment PCM140107

16.88 Acres

From: Recreation/Open Space, Central Urban, and Government
Operational
To: Central Urban and Government Operational

Applicant: *Tallahassee-Leon County Planning Department*

Request: “Recreation and Open Space” to “Government Operational” totaling 10.19 acres; this amendment also requests to change the Future Land Use Map designations for the Governor’s Mansion from “Government Operational” and “Central Urban” to only “Government Operational” on two parcels totaling 2.76 acres. The total acreage for the properties is 12.95 acres. The properties are bordered by North Duval Street to the west, North Monroe to the east, West 3rd Avenue to the north, and East Brevard Street to the south. The properties are owned by the state of Florida. The Florida Division of Historical Resources and the Florida Division of Real Estate Development and Management support the proposed amendment.

Staff Recommendation:
Approval






Local Planning Agency:
Approval

City Commission:
Approval

Board of County Commissioners:
Approval

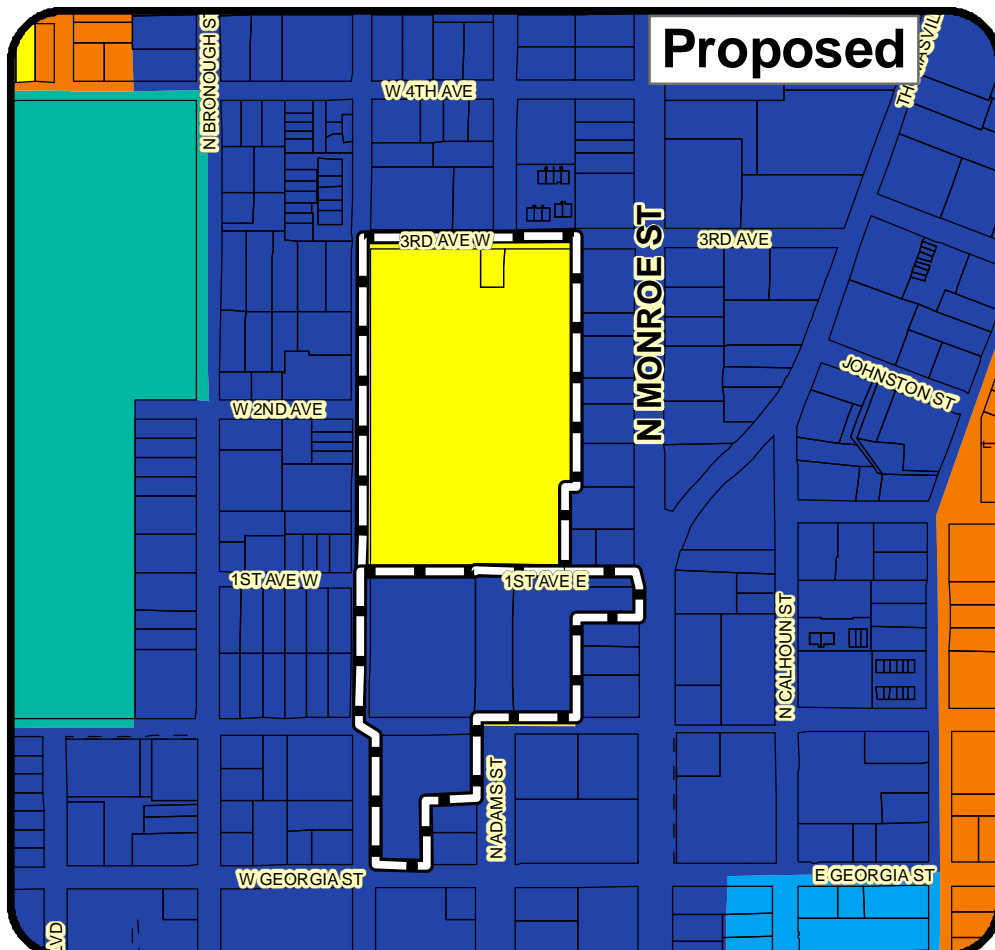
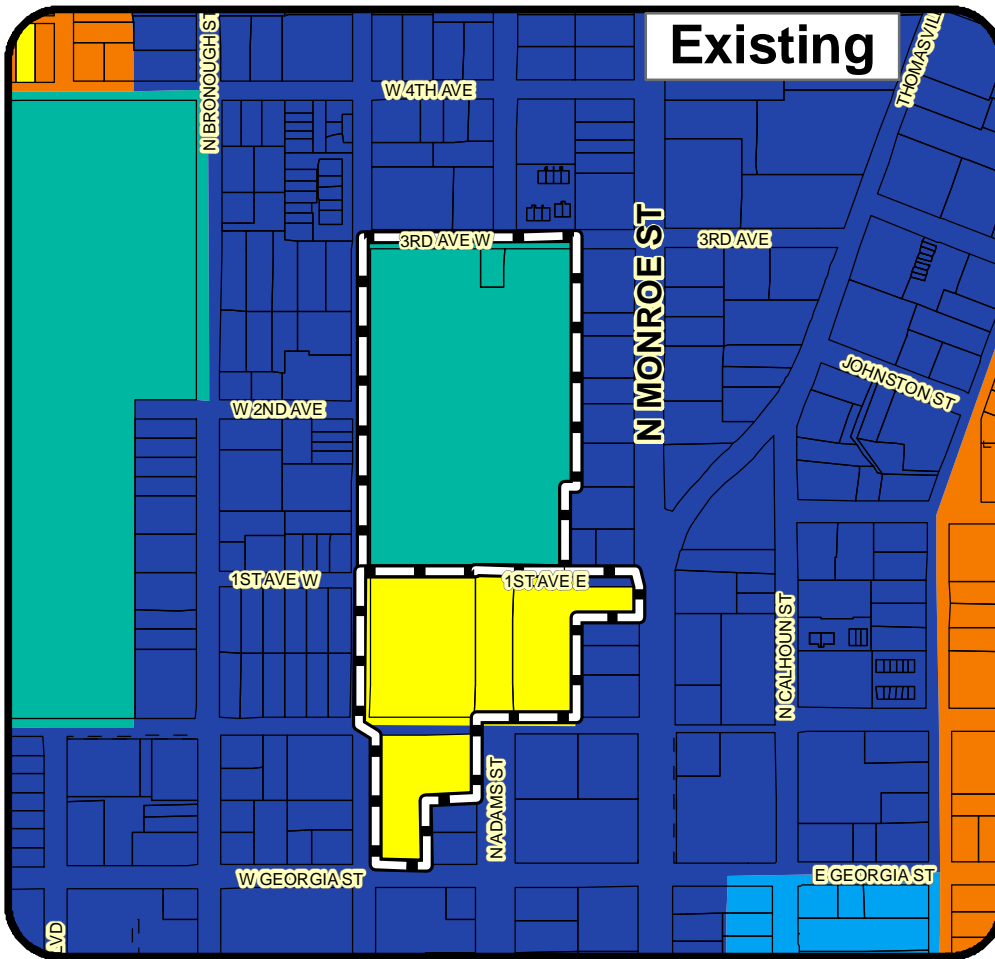
Future Land Use

Legend

-  Central Urban
-  Central Core
-  Governmental Operation
-  Open Space
-  Residential Preservation



Subject Parcel



**Duval & Brevard St.
PCM140107**

Governor's Mansion,
The Grove

Tallahassee/Leon County
Planning Department

Existing
Open Space,
Central Urban
and
Government Operational

Proposed
Central Urban
and
Government Operational

SITE TAX ID:

- 21-25-20-419-000-0
- 21-25-20-419-000-1
- 21-25-45-000-002-0
- 21-25-45-000-003-0
- 21-36-40-173-386-5
- 21-25-20-488-000-0



ACRES: 16.88 ±



Map Amendment PCM140108

100 Acres

From: Rural
To: Government Operational

Applicant: *Board of County Commissioners*

Request: “Rural” to “Governmental Operational” on one parcel totaling approximately 100 acres. The parcel is located east of Thomasville Road/U.S. Highway 27 at the intersection of Proctor Road. This parcel was purchased by Leon County to create an active recreation park in an underserved area of the County.

Staff Recommendation:

Approval

Local Planning Agency:

Approval

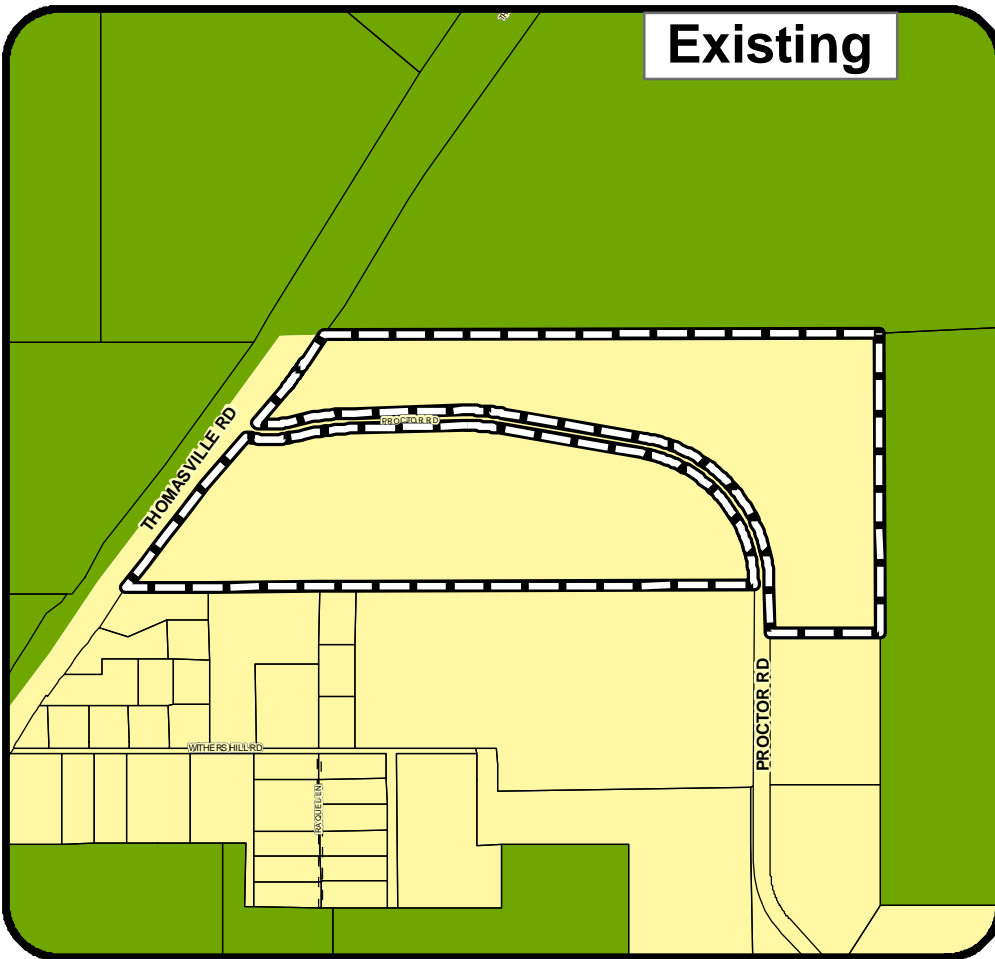
City Commission:

Approval

Board of County Commissioners:





Approval

Existing



Future Land Use

Legend

-  Agriculture/Silviculture/Conservation
-  Rural
-  Government Operational
-  Subject Parcel

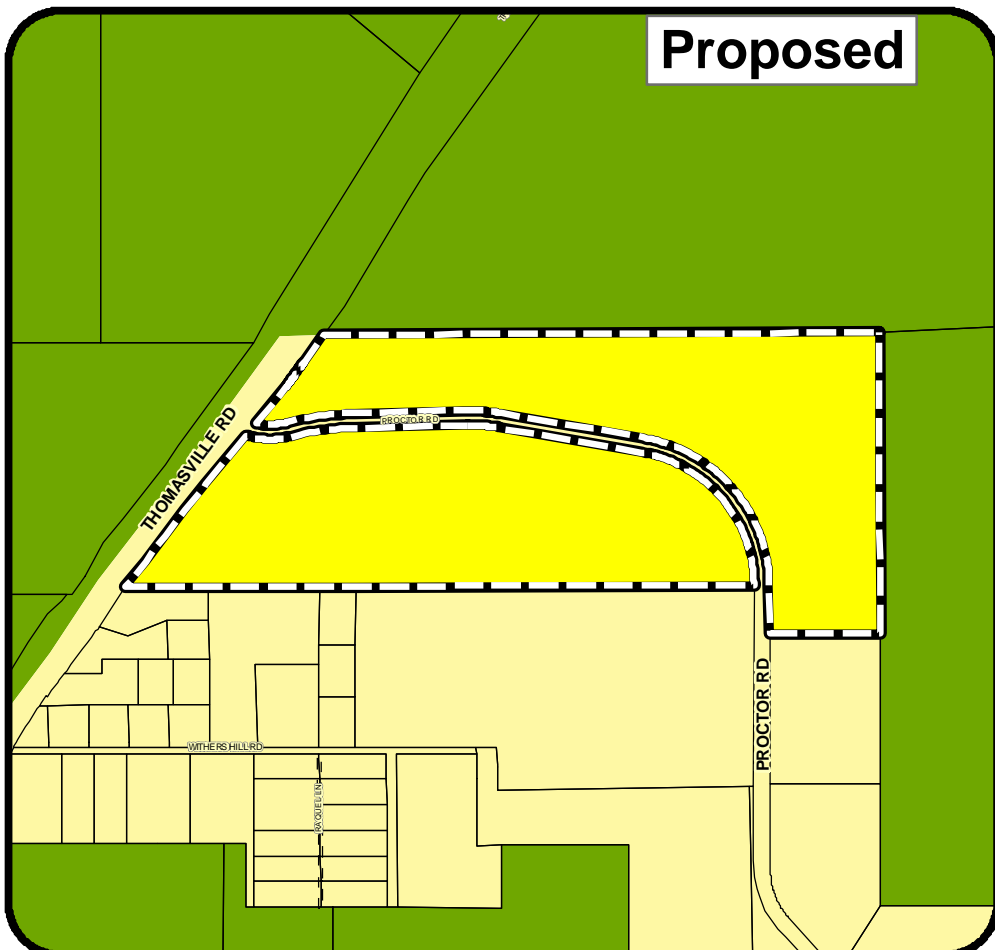
**Thomasville Rd.
and Proctor Rd.
PCM140108**

Leon County
Board of County
Commissioners

**Existing
Rural**

**Proposed
Government
Operational**

Proposed



**SITE TAX ID:
14-12-20-002-0000**

ACRES: 100.04 ±



Map Amendment PCM140109

858 Acres

From: Lake Protection & Residential Preservation
To: Recreation/Open Space

Applicant: *Board of County Commissioners*

Request: “Lake Protection” & “Residential Preservation” to “Recreation/Open Space” on three parcels totaling 858 acres. The parcel is located east of Meridian Road between Maclay and Miller Landing roads. These three parcels were purchased by the State of Florida to add to the existing Alfred B. Maclay Gardens State Park. The Florida Department of Environmental Protection supports the proposed amendment.

Staff Recommendation:
Approval

Local Planning Agency:
Approval


City Commission:
Approval

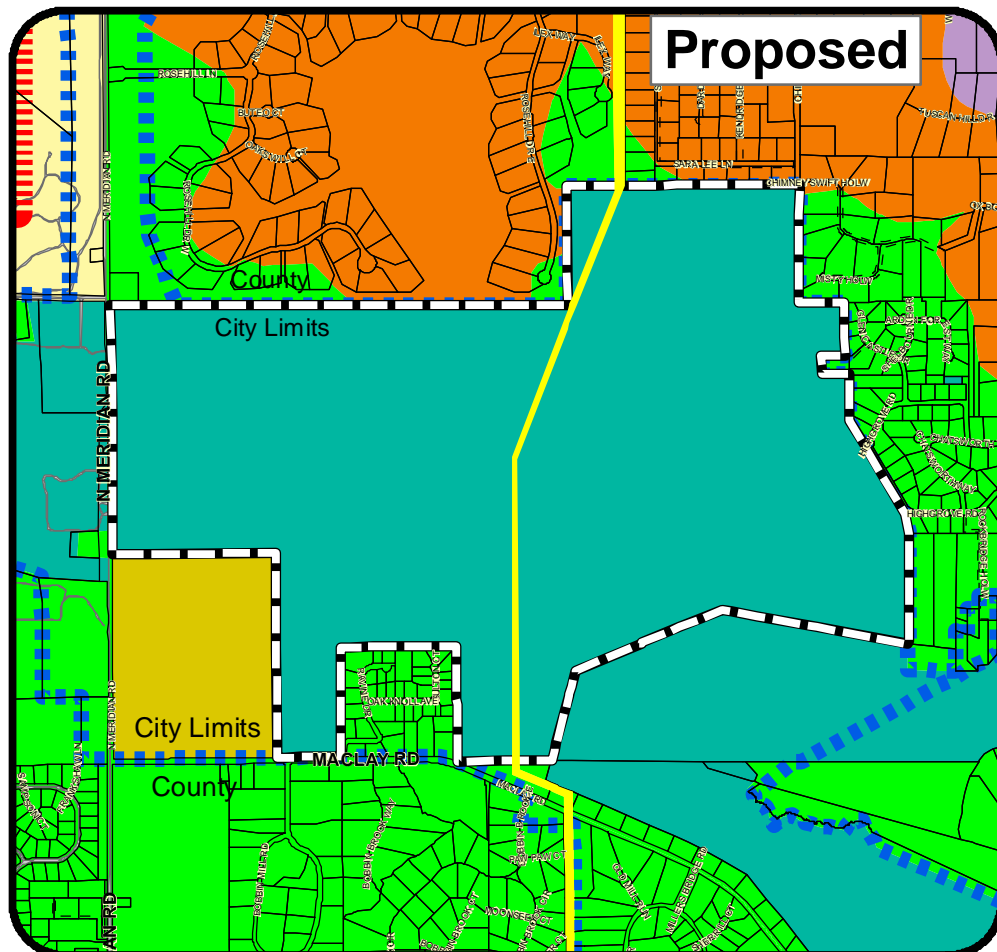
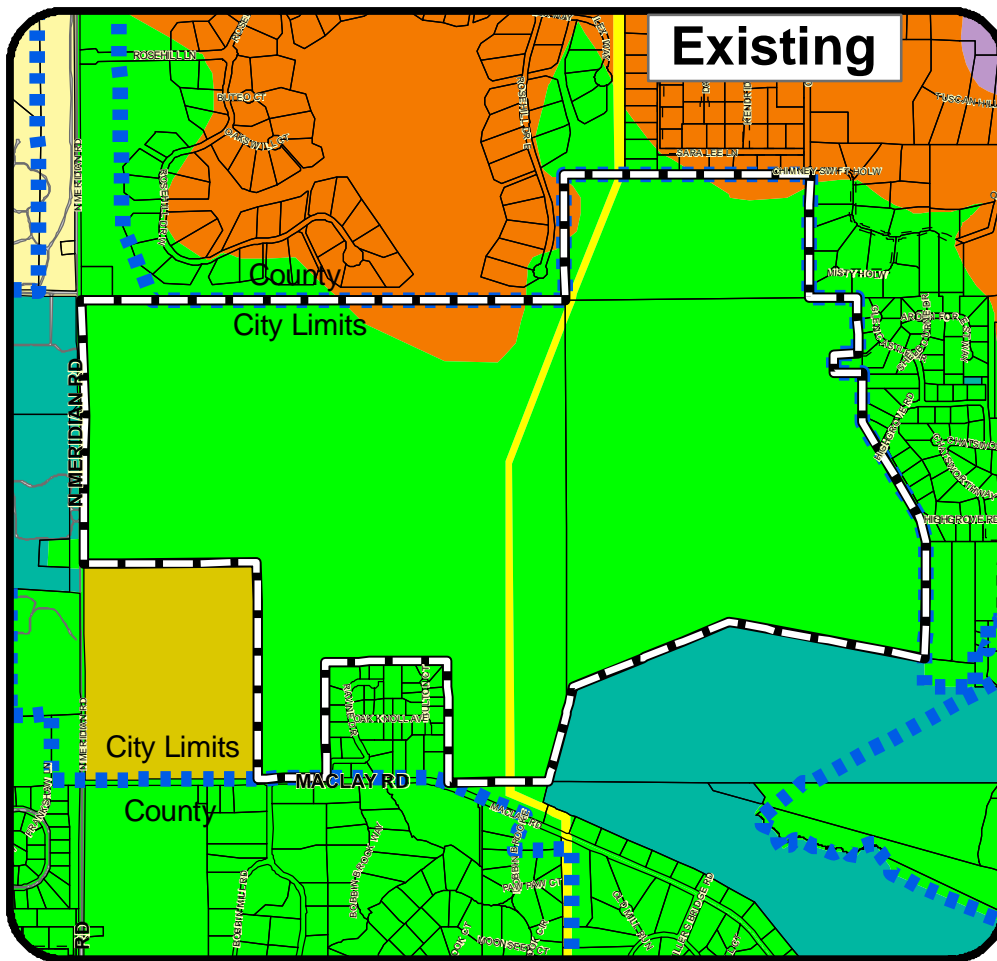
Board of County Commissioners:
Approval

Future Land Use

Legend

-  Educational Facilities
-  Governmental Operation
-  Lake Protection
-  Mixed Use
-  Recreational/Open Space
-  Rural
-  Residential Preservation

 Subject Parcel



Lake Overstreet Addition PCM140109

Leon County
Board of County
Commissioners

Existing
Lake Protection
& RP

Proposed
R / OS



SITE TAX ID:
14-29-20-602-0000
14-31-20-004-0000
14-32-20-002-0000

ACRES: 871 ±



Text Amendment PCT140110

WITHDRAWN BY APPLICANT

Text Amendment PCT140111

Proposed Changes to Suburban Category Per-Parcel Development Limitations within the Future Land Use Element

Applicant: *City of Tallahassee Growth Management*

Request: This is a request to amend the Future Land Use Element of the Tallahassee-Leon County Comprehensive Plan to address the per-parcel development limitations within the Suburban future land use category. Current policies within the Suburban future land use category restrict large-scale developments and discourage parcel amalgamation due to the existing 200,000 square feet per parcel development limitation. Unintentionally, this limitation encourages the subdivision of parcels to accommodate large-scale and lengthens the development review process for applicants. Removing this limitation will improve local economic and development opportunities for parcels currently designated within the Suburban future land use category. The proposed text amendment will not affect environmental or concurrency requirements related to future development.

Staff Recommendation:

Approval

Local Planning Agency:

Approval

City Commission:

Approval

Board of County Commissioners:

Approval

Text Amendment PCT140112

Lake Protection Minimum Lot Size

Applicant: *Board of County Commissioners*

Request: This proposed policy amendment was recommended by the Planning Department and authorized by the Leon County Board of County Commissioners at a workshop on November 19, 2013. The amendment is intended to eliminate the ½-acre minimum lot requirement for cluster developments in the unincorporated areas of the Lake Protection (LP) future land use category where sewer facilities are available.

Staff Recommendation:

Approval

Local Planning Agency:

Approval

City Commission:

Approval

Board of County Commissioners:

Approval

ATTACHMENT #4
NEW PUBLIC COMMENTS

(No new comments from March 28th through May 16)

ATTACHMENT #5
COUNTY ADOPTION ORDINANCE

1 public hearings on proposed amendments to the comprehensive plan, with due public notice
2 having been provided, to obtain public comment, and has considered all written and oral
3 comments received during said work sessions, public meetings and public hearings; and

4 WHEREAS, pursuant to Section 163.3184, Florida Statutes, the Board of County
5 Commissioners of Leon County transmitted copies of the proposed amendments of the
6 comprehensive plan to the Department of Economic Opportunity as the State Land Planning
7 Agency and other state and regional agencies for written comment; and

8 WHEREAS, pursuant to Section 163.3184, Florida Statutes, the Board of County
9 Commissioners of Leon County held a public hearing with due public notice having been
10 provided on these amendments to the comprehensive plan; and

11 WHEREAS, the Board of County Commissioners of Leon County further considered all
12 oral and written comments received during such public hearing, including the data collection and
13 analyses packages, the recommendations of the Tallahassee-Leon County Local Planning
14 Agency, and the Objections, Recommendations, and Comments Report of the Department of
15 Economic Opportunity; and

16 WHEREAS, in exercise of its authority, the Board of County Commissioners of Leon
17 County has determined it necessary and desirable to adopt these amendments to the
18 comprehensive plan to preserve and enhance present advantages; encourage the most appropriate
19 use of land, water and resources, consistent with the public interest; overcome present handicaps;
20 and deal effectively with future problems that may result from the use and development of land
21 within Leon County, and to meet all requirements of law;

22 BE IT ORDAINED by the Board of County Commissioners of Leon County, Florida,
23 that:

24 **Section 1. Purpose and Intent.**

1 This Ordinance is hereby enacted to carry out the purpose and intent of, and exercise the
2 authority set out in, the Local Government Comprehensive Planning and Land Development
3 Regulation Act, Sections 163.3161 through 163.3215, Florida Statutes, as amended.

4 **Section 2. Map Amendment.**
5

6 The Ordinance does hereby adopt the following portion of the text attached hereto as
7 Exhibit “A,” and made a part hereof, as an amendment to the Tallahassee-Leon County 2030
8 Comprehensive Plan, as amended, and does hereby amend “The Tallahassee-Leon County 2030
9 Comprehensive Plan,” as amended, in accordance therewith, being an amendment to the
10 following Plan element:

11 Map Amendment PCM140102, which relates to the Future Land Use Map.
12

13 **Section 3. Map Amendment.**

14 The Ordinance does hereby adopt the following portion of the text attached hereto as
15 Exhibit “A,” and made a part hereof, an amendment to the Tallahassee-Leon County 2030
16 Comprehensive Plan, as amended, and does hereby amend “The Tallahassee-Leon County 2030
17 Comprehensive Plan,” as amended, in accordance therewith, being an amendment to the
18 following Plan element:

19 Map Amendment PCM140104, which relates to the Future Land Use Map.

20 **Section 4. Map Amendment.**

21 The Ordinance does hereby adopt the following portion of the text attached hereto as
22 Exhibit “A,” and made a part hereof, an amendment to the Tallahassee-Leon County 2030
23 Comprehensive Plan, as amended, and does hereby amend “The Tallahassee-Leon County 2030
24 Comprehensive Plan,” as amended, in accordance therewith, being an amendment to the
25 following Plan element:

26 Map Amendment PCM140105, which relates to the Future Land Use Map.

1 **Section 5. Map Amendment.**

2 The Ordinance does hereby adopt the following portion of the text attached hereto as
3 Exhibit “A,” and made a part hereof, an amendment to the Tallahassee-Leon County 2030
4 Comprehensive Plan, as amended, and does hereby amend “The Tallahassee-Leon County 2030
5 Comprehensive Plan,” as amended, in accordance therewith, being an amendment to the
6 following Plan element:

7 Map Amendment PCM140106, which relates to the Future Land Use Map.

8 **Section 6. Map Amendment.**

9 The Ordinance does hereby adopt the following portion of the text attached hereto as
10 Exhibit “A,” and made a part hereof, an amendment to the Tallahassee-Leon County 2030
11 Comprehensive Plan, as amended, and does hereby amend “The Tallahassee-Leon County 2030
12 Comprehensive Plan,” as amended, in accordance therewith, being an amendment to the
13 following Plan element:

14 Map Amendment PCM140107, which relates to the Future Land Use Map.

15 **Section 7. Map Amendment.**

16 The Ordinance does hereby adopt the following portion of the text attached hereto as
17 Exhibit “A,” and made a part hereof, an amendment to the Tallahassee-Leon County 2030
18 Comprehensive Plan, as amended, and does hereby amend “The Tallahassee-Leon County 2030
19 Comprehensive Plan,” as amended, in accordance therewith, being an amendment to the
20 following Plan element:

21 Map Amendment PCM140108, which relates to the Future Land Use Map.

22 **Section 8. Map Amendment.**

1 The Ordinance does hereby adopt the following portion of the text attached hereto as
2 Exhibit “A,” and made a part hereof, an amendment to the Tallahassee-Leon County 2030
3 Comprehensive Plan, as amended, and does hereby amend “The Tallahassee-Leon County 2030
4 Comprehensive Plan,” as amended, in accordance therewith, being an amendment to the
5 following Plan element:

6 Map Amendment PCM140109, which relates to the Future Land Use Map.

7 **Section 9. Text Amendment.**

8 The Ordinance does hereby adopt the following portion of the text attached hereto as
9 Exhibit “A,” and made a part hereof, an amendment to the Tallahassee-Leon County 2030
10 Comprehensive Plan, as amended, and does hereby amend “The Tallahassee-Leon County 2030
11 Comprehensive Plan,” as amended, in accordance therewith, being an amendment to the
12 following Plan element:

13 Text Amendment PCT140111, which relates to the Land Use Element.

14 **Section 10. Text Amendment.**

15 The Ordinance does hereby adopt the following portion of the text attached hereto as
16 Exhibit “A,” and made a part hereof, an amendment to the Tallahassee-Leon County 2030
17 Comprehensive Plan, as amended, and does hereby amend “The Tallahassee-Leon County 2030
18 Comprehensive Plan,” as amended, in accordance therewith, being an amendment to the
19 following Plan element:

20 Text Amendment PCT140112, which relates to Land Use Element.

1 **Section 11. Applicability and Effect.**

2 The applicability and effect of this update to the 2030 Comprehensive Plan shall be as
3 provided by the Local Government Comprehensive Planning and Land Development Regulation
4 Act, Sections 163.3161 through 163.3215, Florida Statutes, this Ordinance, and shall apply to all
5 properties under the jurisdiction of Leon County.

6 **Section 12. Conflict with Other Ordinances and Codes.**

7 All ordinances or parts of ordinances of the Code of Laws of Leon County, Florida, in
8 conflict with the provisions of this Ordinance are hereby repealed to the extent of such conflict.

9 **Section 13. Severability.**

10 If any provision or portion of this Ordinance is declared by any court of competent
11 jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and
12 portions of this Ordinance shall remain in full force and effect.

13 **Section 14. Copy on File.**

14 To make the Tallahassee-Leon County 2030 Comprehensive Plan available to the public,
15 a certified copy of the enacting ordinance, as well as certified copies of the Tallahassee-Leon
16 County 2030 Comprehensive Plan and these updates thereto, shall also be located in the
17 Tallahassee-Leon County Planning Department. The Planning Director shall also make copies
18 available to the public for a reasonable publication charge.

19 **Section 16. Effective Date.**

20 The effective date of this Plan update shall be according to law and the applicable statutes
21 and regulations pertaining thereto.

22

1 DULY PASSED AND ADOPTED BY the Board of County Commissioners of Leon
2 County, Florida, this _____ day of _____, 2014.

3
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9

LEON COUNTY, FLORIDA

BY: _____
KRISTIN DOZIER, CHAIRMAN
BOARD OF COUNTY COMMISSIONERS

10
11

12 ATTESTED BY:
13 BOB INZER, CLERK OF THE COURT
14 AND COMPTROLLER

15
16

17 BY: _____
18 CLERK

19
20

21 APPROVED AS TO FORM:
22 COUNTY ATTORNEY'S OFFICE
23 LEON COUNTY, FLORIDA

24
25

26 BY: _____
27 HERBERT W.A. THIELE, ESQ.
28 COUNTY ATTORNEY

ATTACHMENT #6
COUNTY REZONING AGENDA ITEMS

Leon County Board of County Commissioners

May 27, 2014

To: Honorable Chairman and Members of the Board

From: Cherie Bryant, Planning Manager

Title: First of two Quasi-Judicial Public Hearings on a Proposed Ordinance Amending the Official Zoning Map to Change the Zoning Classification from the Industrial (I) Zoning District to the Commercial Parkway (CP) Zoning District.

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Conduct the first of two public hearings on the proposed ordinance and set the final public hearing for June 10, 2014.

Report and Discussion

Background:

At their December 2012 Retreat, the Board of County Commissioners amended an existing strategic initiative to include “identifying revisions to future land uses which will eliminate hindrances or expand opportunities to promote and support economic activity.” Specifically, staff was asked to examine the Industrial zoned lands, and uses allowed in Industrial and Light Industrial districts. The proposed rezoning furthers this strategic initiative of the Board. It is also consistent with the Comprehensive Plan in that it concentrates development into a location that offers the greater opportunity for higher density and mixture of uses consistent with the Urban Service Area policies.

Analysis:

This rezoning implements Comprehensive Plan map amendment PCM140103, which is proposed for adoption on May 27, 2014. This application requests a change to the Official Zoning Map from the Industrial (I) zoning district to the Commercial Parkway (CP) zoning district. The 23.50 -acre subject site is located west of Capital Circle Northwest, between Tharpe Street and the Northwest Passage. The proposed rezoning ordinance and location map is included as Attachment #1.

The proposed rezoning furthers several strategies and recommendations from the Board of County Commissioners FY2012 & FY2013 Strategic Initiatives, including Strategic Priority (EC2) “Support business expansion and job creation.....” and Strategic Initiative (EC2) “Identify revisions to future land uses which will eliminate hindrances or expand opportunities to promote and support economic activity (rev. 2013).” The proposed change will support the expansion and redevelopment of the subject sites and provide a zoning district that is consistent with the development patterns and existing uses in the area. The subject parcels are owned by Earnest Steele and the Loyal Order of Moose. The three parcels are located in unincorporated Leon County and have frontage on Capital Circle Northwest. Two of the parcels have been developed with structures not designed for industrial use (the Moose Lodge and a glass front retail type building), and the back of the third parcel is adjacent to the Crescent Hills subdivision and condominiums. The subject property owners have expressed an interest in this amendment to help expand opportunities for economic activity, and to protect their current uses.

Public Notification & Response:

This request has been noticed and advertised in accordance with the provisions of the Leon County Code of Ordinances. The Planning Department mailed 155 notices to property owners within 1,000 feet of the subject property. To date, the Planning Department has received no responses.

Options:

1. Conduct the first of two public hearings on the proposed ordinance and set the final public hearing for June 10, 2014.
2. Board Direction.

Recommendation:

Option # 1.

Attachments:

1. Ordinance/Location Map

LEON COUNTY ORDINANCE NO. _____

AN ORDINANCE AMENDING LEON COUNTY ORDINANCE NO. 92-11 TO PROVIDE FOR A CHANGE IN ZONE CLASSIFICATION FROM THE INDUSTRIAL ZONING DISTRICT TO THE COMMERCIAL PARKWAY ZONING DISTRICT IN LEON COUNTY, FLORIDA; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF
LEON COUNTY, FLORIDA:

SECTION 1. On May 27, 2014, the County Commission approved an Ordinance which adopted Comprehensive Amendment #PCM140103. To implement plan amendment # PCM140103 the properties, which are the subject of that amendment, as shown in Exhibit A attached hereto, must be rezoned. Accordingly, the part or area of Leon County and the same as indicated in Exhibit A is hereby changed from Industrial (I) District and hereby designated and established as Commercial Parkway (CP) on the official zoning map of Leon County adopted and established by Leon County Commission. The official zoning map as adopted in Leon County Ordinance No. 92-11 is hereby amended as it pertains to Exhibit A. PRZ130018: From Industrial (I) Zoning District to Commercial Parkway (CP) Zoning District. The property shown as Industrial on the map attached hereto as Exhibit A.

SECTION 2. All Ordinance or parts of Ordinance in conflict with the provisions this ordinance are hereby repealed to the extent of such conflict, except to the extent of any conflicts with the Tallahassee-Leon County 2030 Comprehensive Plan as amended which provisions shall prevail over any parts of this ordinance which are inconsistent, either in whole or in part, with the said Comprehensive Plan.

SECTION 3. If any word, phrase, clause, section or portion of this Ordinance shall be held invalid or unconstitutional by a court of competent jurisdiction, such portion or words shall be deemed a separate and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 4. The effective date of this ordinance shall be the effective date of comprehensive plan amendment PCM140103.

DULY PASSED AND ADOPTED by the Board of County Commissioners of Leon County, Florida, on this _____ day of _____, 2014.

LEON COUNTY, FLORIDA

Kristen Dozier, Chairman
Board of County Commissioners

ATTEST:
Bob Inzer, Clerk of the Court

By: _____

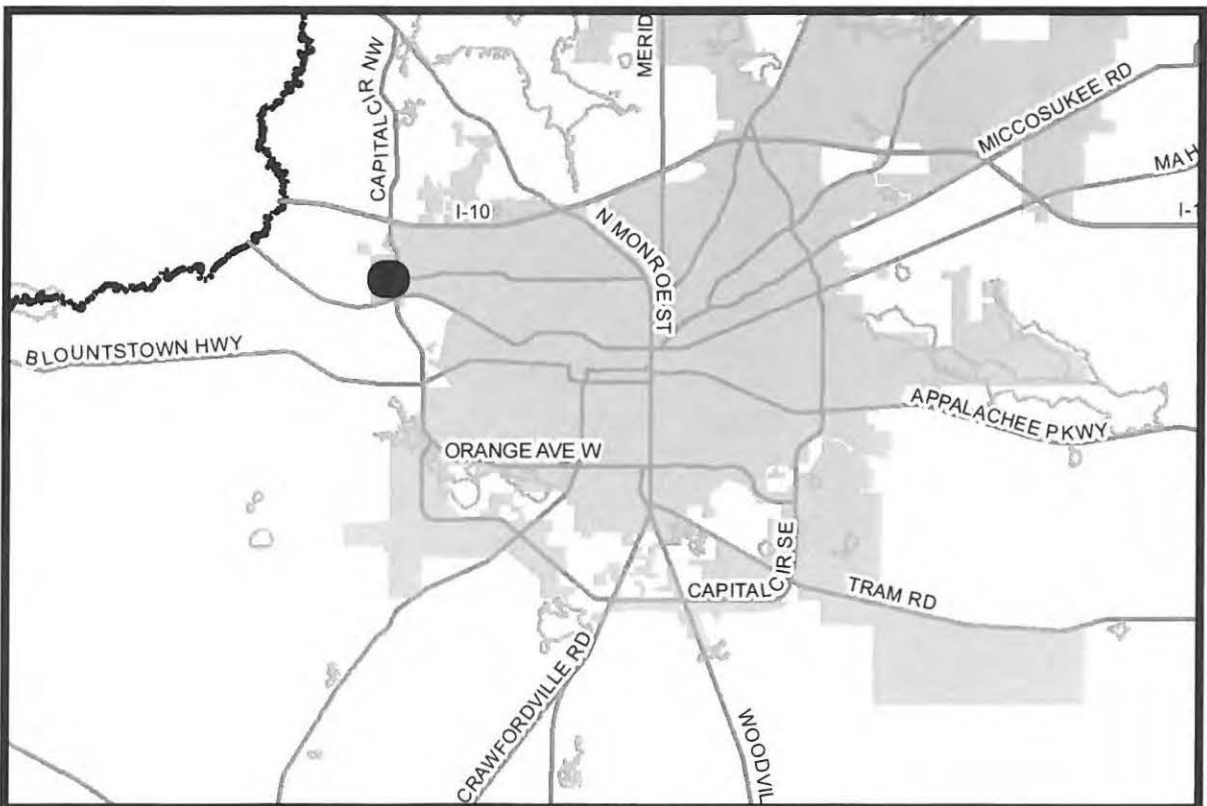
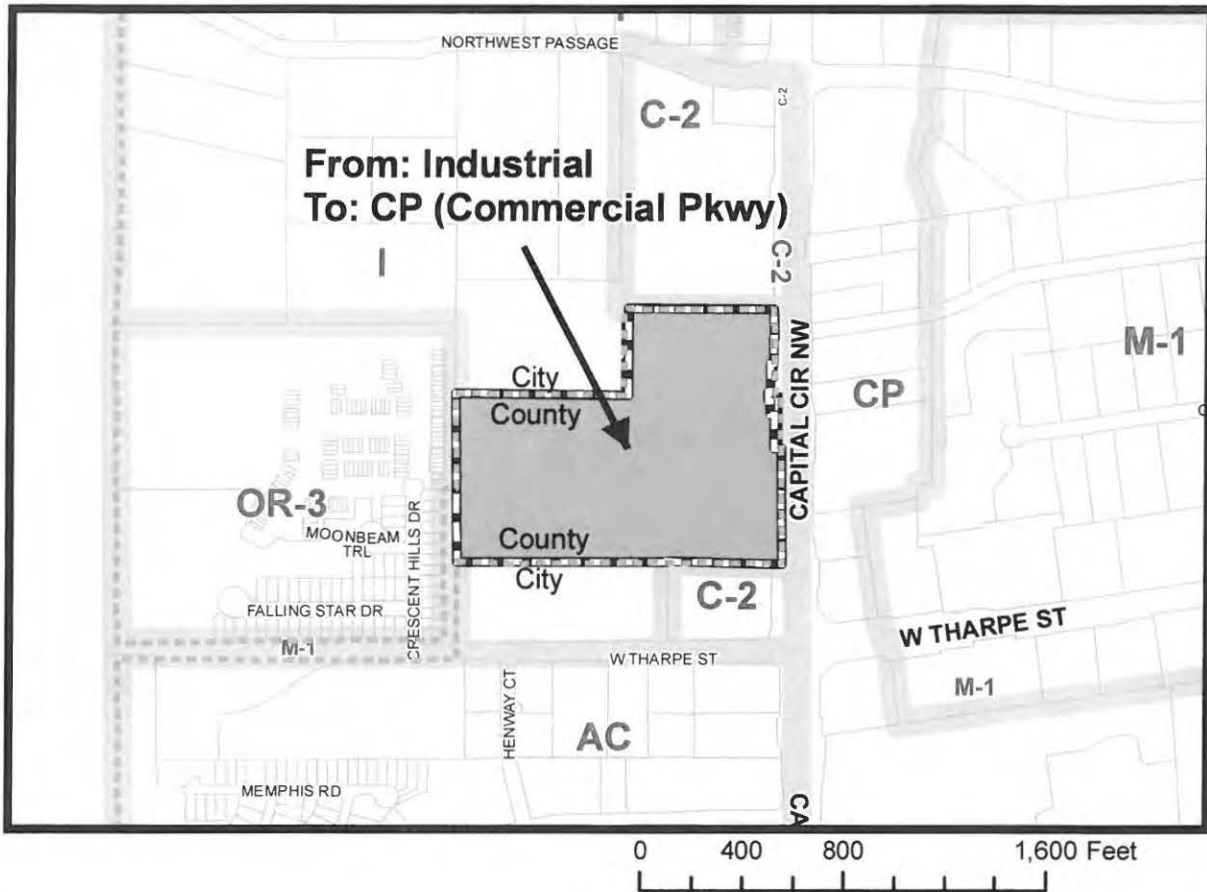
APPROVED AS TO FORM:
County Attorney's Office
Leon County, Florida

By: _____
Herbert W. A. Thiele, Esq.
County Attorney

EXHIBIT A

Capital Circle Northwest Rezoning

PRZ #130018



GENERAL LOCATION MAP

LEON COUNTY ORDINANCE NO. _____

AN ORDINANCE AMENDING LEON COUNTY ORDINANCE NO. 92-11 TO PROVIDE FOR A CHANGE IN ZONE CLASSIFICATION FROM THE RURAL ZONING DISTRICT TO THE OPEN SPACE ZONING DISTRICT IN LEON COUNTY, FLORIDA; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF
LEON COUNTY, FLORIDA:

SECTION 1. On May 27, 2014, the County Commission approved an Ordinance which adopted Comprehensive Amendment #PCM140108. To implement plan amendment # PCM140108 the property, which is the subject of that amendment, as shown in Exhibit A attached hereto, must be rezoned. Accordingly, the part or area of Leon County and the same as indicated in Exhibit A is hereby changed from Rural (R) District and hereby designated and established as Open Space (OS) on the official zoning map of Leon County adopted and established by Leon County Commission. The official zoning map as adopted in Leon County Ordinance No. 92-11 is hereby amended as it pertains to Exhibit A. PRZ140023: From Rural (R) Zoning District to Open Space (OS) Zoning District. The property shown as Rural on the map attached hereto as Exhibit A.

SECTION 2. All Ordinance or parts of Ordinance in conflict with the provisions this ordinance are hereby repealed to the extent of such conflict, except to the extent of any conflicts with the Tallahassee-Leon County 2030 Comprehensive Plan as amended which provisions shall prevail over any parts of this ordinance which are inconsistent, either in whole or in part, with the said Comprehensive Plan.

SECTION 3. If any word, phrase, clause, section or portion of this Ordinance shall be held invalid or unconstitutional by a court of competent jurisdiction, such portion or words shall be deemed a separate and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 4. The effective date of this ordinance shall be the effective date of comprehensive plan amendment PCM140108.

DULY PASSED AND ADOPTED by the Board of County Commissioners of Leon County, Florida, on this _____ day of _____, 2014.

LEON COUNTY, FLORIDA

Kristen Dozier, Chairman
Board of County Commissioners

ATTEST:
Bob Inzer, Clerk of the Court

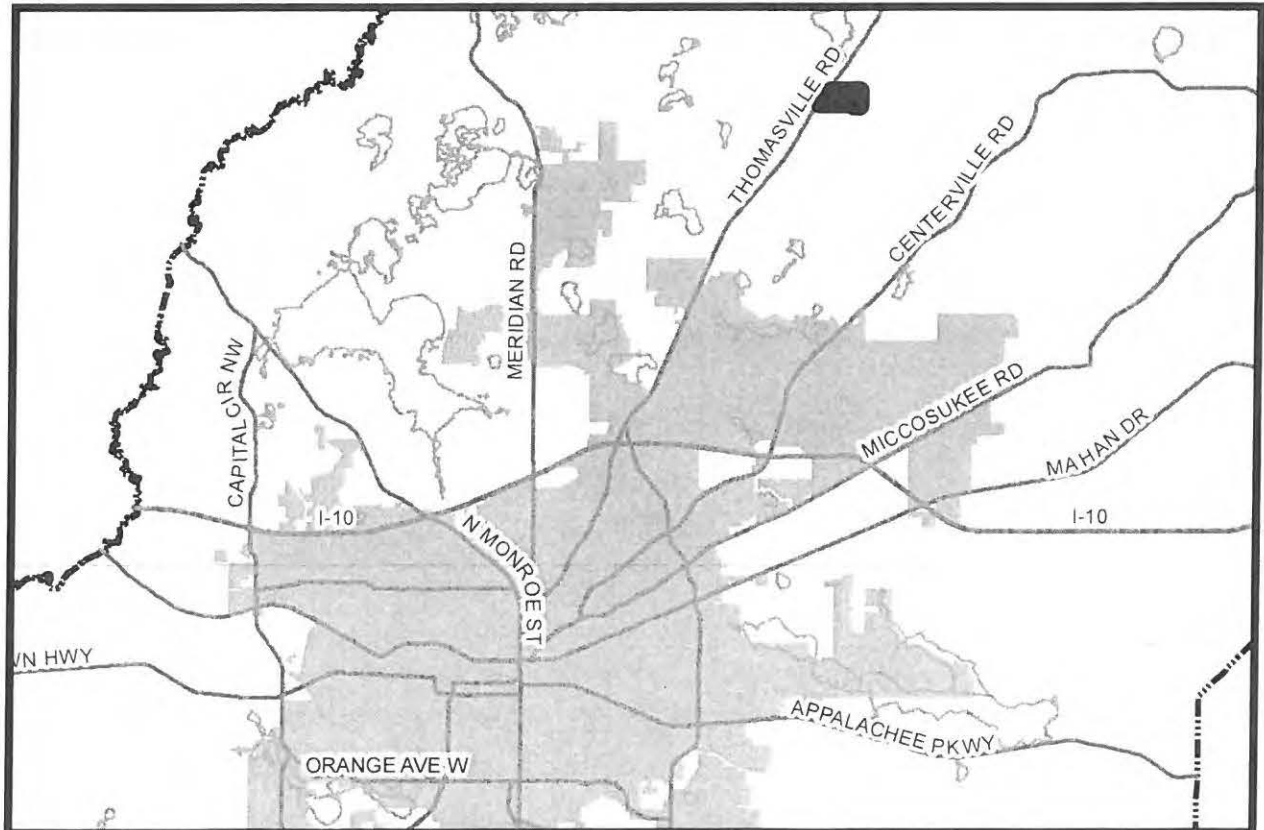
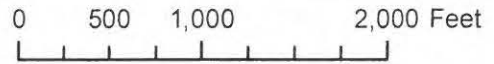
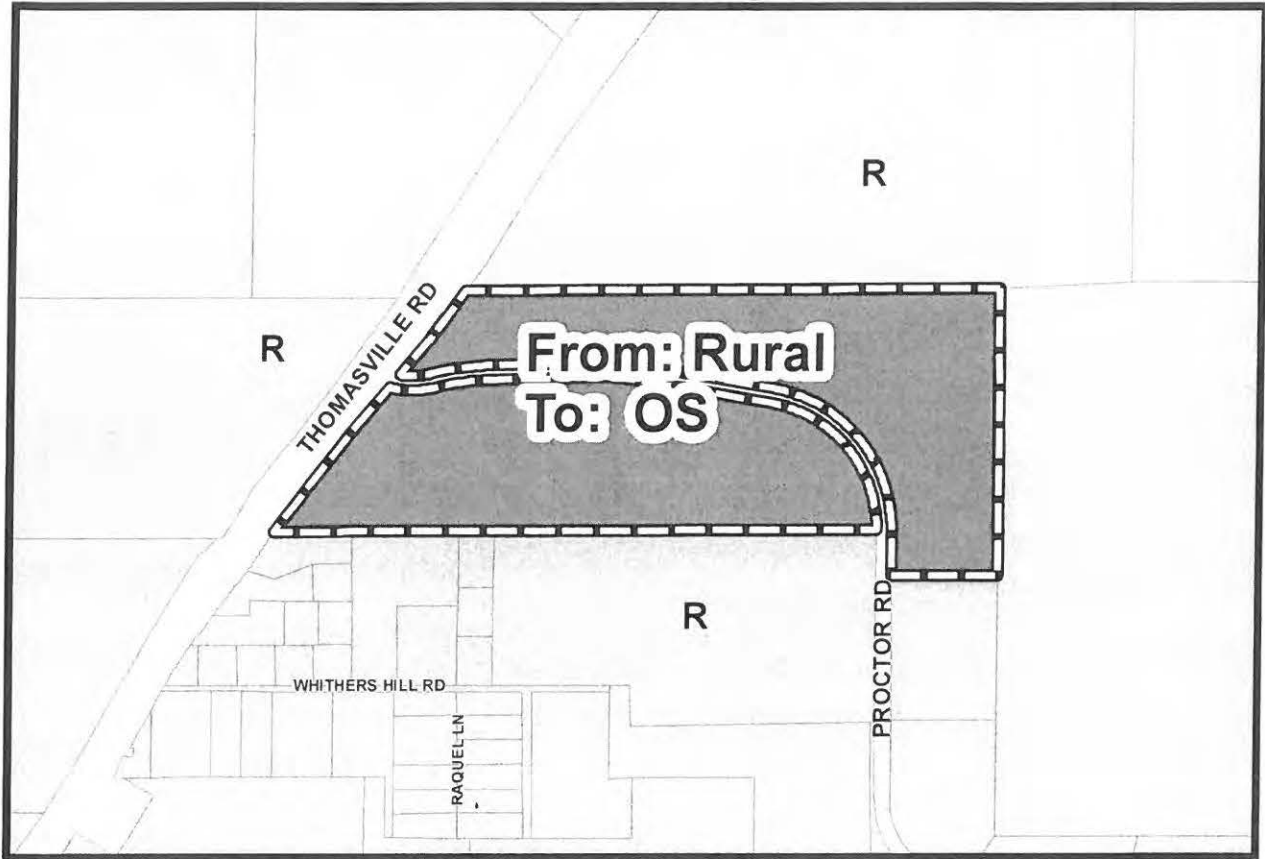
By: _____

APPROVED AS TO FORM:
County Attorney's Office
Leon County, Florida

By: _____
Herbert W. A. Thiele, Esq.
County Attorney

Exhibit A Northeast Park Rezoning

PRZ #140023



Leon County Board of County Commissioners

May 27, 2014

To: Honorable Chairman and Members of the Board

From: Cherie Bryant, Planning Manager

Title: First of two Quasi-Judicial Public Hearings on a Proposed Ordinance Amending the Official Zoning Map to Change the Zoning Classification from the Rural (R) Zoning District to the Open Space (OS) Zoning District.

Fiscal Impact:

This item has no fiscal impact to the County.

Staff Recommendation:

Option #1: Conduct the first of two public hearings on the proposed ordinance and set the final public hearing for June 10, 2014.

Report and Discussion

Background:

The subject parcel was purchased by Leon County to establish an active recreation park (the “Northeast Community Park”) for citizens outside of the Urban Service Area. As part of the Board of County Commissioners’ decision to purchase this parcel, staff was directed upon acquisition of the property to initiate a Comprehensive Plan Map amendment to change the designation of the property from Rural to Government Operational. This land use designation and the proposed Open Space zoning designation allow the use of this property as a park.

Analysis:

This rezoning implements Comprehensive Plan map amendment PCM140108, which is proposed for adoption on May 27, 2014. This application requests a change to the Official Zoning Map from the Rural (R) zoning district to the Open Space (OS) zoning district. The 100-acre parcel is located east of Thomasville Road/U.S. Highway 27 at the intersection of Proctor Road.. The proposed rezoning ordinance and location map is included as Attachment #1.

The purpose of this land acquisition project is to create an active recreation park (the “Northeast Community Park”), including ball fields, in an area of the County where there are not enough similar facilities to meet the current and projected demand for such facilities. The current land use designation does not allow active recreation parks. Therefore, to be consistent with the Comprehensive Plan, the Board of County Commissioners authorized and directed staff to initiate a proposed amendment to the Future Land Use Map.

The Government Operational land use category was recommended by staff because Recreation/Open Space as described by Policy 2.2.14 of the Land Use Element only allows active recreation facilities if the site is within the USA or a rural community. Since the site is outside the USA, Governmental Operational is a more appropriate land use category. The recommended Open Space zoning will allow active recreation facilities, while limiting the use of the site to its intended purpose as a park.

There are several active recreation parks that have a Government Operational land use designation. These include Leon County’s Apalachee Regional Park, Miccosukee Community Park, Canopy Oaks Community Park, the Stoneler Road Park, and the Ft. Braden Community Center. These also include the City of Tallahassee’s James Messer Fields, Trousdell Gymnastics Center & Aquatics Center, and Capital Park. Several parks have co-located land uses that the Government Operational land use designation allows, such as libraries (Ft. Braden Community Center) and landfills (Apalachee Regional Park). There are no plans for any such uses other than passive and active recreation on the subject parcel.

Although the existing Rural zoning designation allows passive and active recreation uses and facilities, the recommended Open Space zoning also allows a variety of active and passive recreation facilities, but also limits the use of the subject parcel to its intended purpose as a park.

Public Notification & Response:

This request has been noticed and advertised in accordance with the provisions of the Leon County Code of Ordinances. The Planning Department mailed 29 notices to property owners within 1,000 feet of the subject property. To date, the Planning Department has received no responses.

Options:

1. Conduct the first of two public hearings on the proposed ordinance and set the final public hearing for June 10, 2014.
2. Board Direction.

Recommendation:

Option # 1.

Attachments:

1. Ordinance/Location Map

LEON COUNTY ORDINANCE NO. _____

AN ORDINANCE AMENDING LEON COUNTY ORDINANCE NO. 92-11 TO PROVIDE FOR A CHANGE IN ZONE CLASSIFICATION FROM THE RURAL ZONING DISTRICT TO THE OPEN SPACE ZONING DISTRICT IN LEON COUNTY, FLORIDA; PROVIDING FOR CONFLICTS; PROVIDING FOR SEVERABILITY; AND PROVIDING AN EFFECTIVE DATE.

BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF
LEON COUNTY, FLORIDA:

SECTION 1. On May 27, 2014, the County Commission approved an Ordinance which adopted Comprehensive Amendment #PCM140108. To implement plan amendment # PCM140108 the property, which is the subject of that amendment, as shown in Exhibit A attached hereto, must be rezoned. Accordingly, the part or area of Leon County and the same as indicated in Exhibit A is hereby changed from Rural (R) District and hereby designated and established as Open Space (OS) on the official zoning map of Leon County adopted and established by Leon County Commission. The official zoning map as adopted in Leon County Ordinance No. 92-11 is hereby amended as it pertains to Exhibit A. PRZ140023: From Rural (R) Zoning District to Open Space (OS) Zoning District. The property shown as Rural on the map attached hereto as Exhibit A.

SECTION 2. All Ordinance or parts of Ordinance in conflict with the provisions this ordinance are hereby repealed to the extent of such conflict, except to the extent of any conflicts with the Tallahassee-Leon County 2030 Comprehensive Plan as amended which provisions shall prevail over any parts of this ordinance which are inconsistent, either in whole or in part, with the said Comprehensive Plan.

SECTION 3. If any word, phrase, clause, section or portion of this Ordinance shall be held invalid or unconstitutional by a court of competent jurisdiction, such portion or words shall be deemed a separate and independent provision and such holding shall not affect the validity of the remaining portions thereof.

SECTION 4. The effective date of this ordinance shall be the effective date of comprehensive plan amendment PCM140108.

DULY PASSED AND ADOPTED by the Board of County Commissioners of Leon County, Florida, on this _____ day of _____, 2014.

LEON COUNTY, FLORIDA

Kristen Dozier, Chairman
Board of County Commissioners

ATTEST:
Bob Inzer, Clerk of the Court

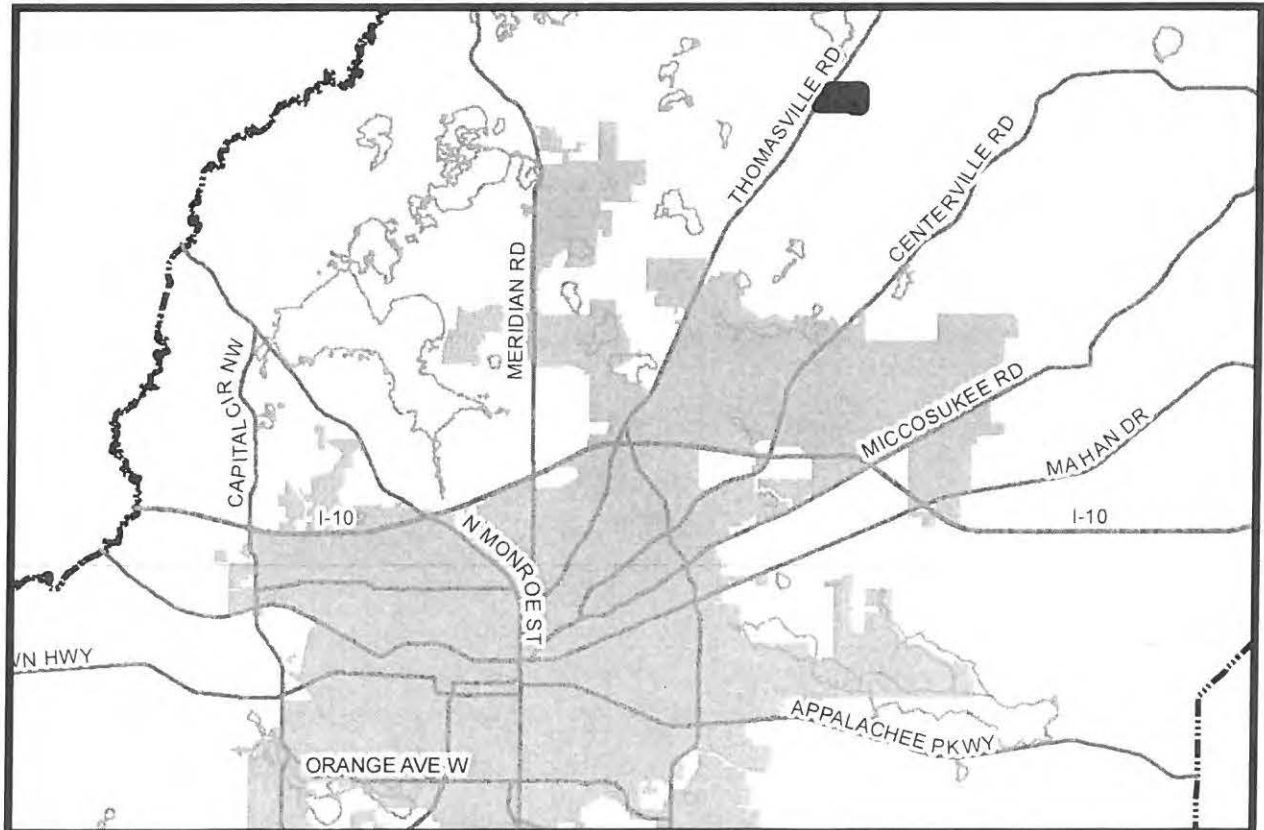
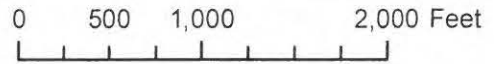
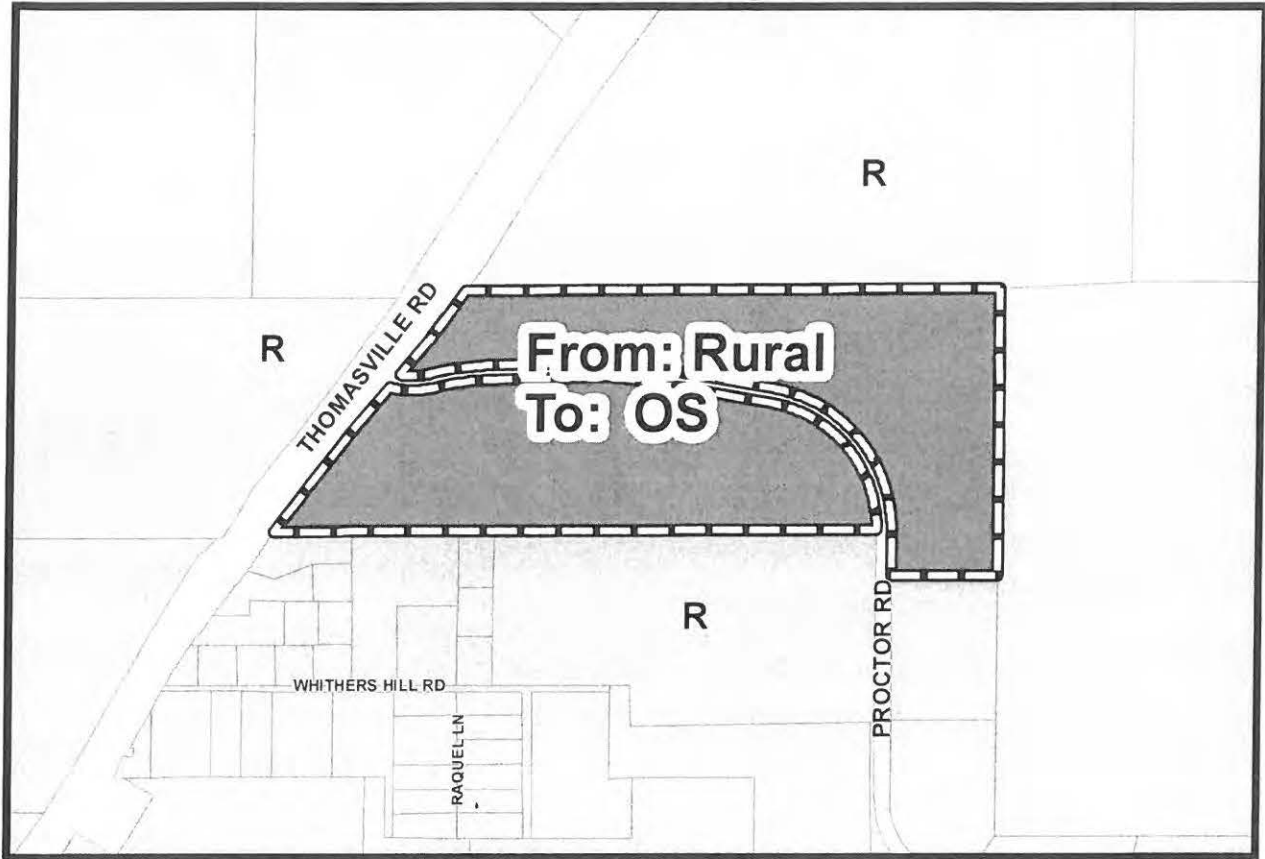
By: _____

APPROVED AS TO FORM:
County Attorney's Office
Leon County, Florida

By: _____
Herbert W. A. Thiele, Esq.
County Attorney

Exhibit A Northeast Park Rezoning

PRZ #140023



ATTACHMENT #7
CITY ADOPTION ORDINANCE

ORDINANCE NO. 14-O-29

AN ORDINANCE OF THE CITY OF TALLAHASSEE ADOPTING AMENDMENTS TO THE 2030 TALLAHASSEE/LEON COUNTY COMPREHENSIVE PLAN; PROVIDING FOR SEVERABILITY AND CONFLICTS; AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Chapters 163 and 166, Florida Statutes, empower the City Commission of the City of Tallahassee to prepare and enforce comprehensive plans for the development of the City; and,

WHEREAS, Sections 163.3161 through 163.3215, Florida Statutes, the Community Planning Act, empower and require the City Commission of the City of Tallahassee to (a) plan for the City's future development and growth; (b) adopt and amend comprehensive plans, or elements or portions thereof, to guide the future growth and development of the City; (c) implement adopted or amended comprehensive plans by the adoption of appropriate land development regulations; and (d) establish, support, and maintain administrative instruments and procedures to carry out the provisions and purposes of the Act; and,

WHEREAS, Ordinance No. 90-O-0076 was enacted on July 16, 1990, to adopt the Tallahassee-Leon County 2010 Comprehensive Plan for the incorporated area of Tallahassee. Leon County also adopted a plan for the unincorporated area of Leon County by separate ordinance; and,

WHEREAS, the horizon year for the Tallahassee-Leon County Comprehensive Plan is now 2030 and the Comprehensive Plan is now known as the Tallahassee-Leon County 2030 Comprehensive Plan pursuant to the latest Evaluation and Appraisal Report; and

1 WHEREAS, pursuant to Section 163.3184, Florida Statutes, the City
2 Commission of the City of Tallahassee has held several public work sessions, public
3 meetings and several public hearings with due public notice having been provided, on
4 these amendments to the Comprehensive Plan; and,

5 WHEREAS, on April 8, 2014, pursuant to Section 163.3184, Florida Statutes,
6 the City Commission of the City of Tallahassee transmitted copies of the proposed
7 amendments of the comprehensive plan to the Department of Economic Opportunity
8 and other state and regional agencies for written comment; and,

9 WHEREAS, the City Commission of the City of Tallahassee considered all oral
10 and written comments received during public hearings, including the data
11 collection and analyses packages, the recommendations of the Planning Commission;
12 and,

13 WHEREAS, in exercise of its authority, the City Commission of the City of
14 Tallahassee has determined it necessary and desirable to adopt these amendments to
15 the comprehensive plan to preserve and enhance present advantages; encourage the
16 most appropriate use of land, water and resources, consistent with the public interest;
17 overcome present handicaps; and deal effectively with future problems that may result
18 from the use and development of land within the City of Tallahassee, and to meet all
19 requirements of law.

20 NOW THEREFORE, BE IT ENACTED by the People of the City of Tallahassee,
21 Florida, as follows, that:

22 **Section 1. Purpose and Intent.**

23 This ordinance is hereby enacted to carry out the purpose and intent of, and
24 exercise the authority set out in, Sections 163.3161 through 163.3215, Florida
25 Statutes, the Community Planning Act.

1 **Section 2. Map Amendment.**

2 The ordinance does hereby adopt the following portion of the text attached
3 hereto as Exhibit "A," and made a part hereof, as an amendment to the Tallahassee-
4 Leon County 2030 Comprehensive Plan, as amended, and does hereby amend "The
5 Tallahassee-Leon County 2030 Comprehensive Plan," as amended, in accordance
6 therewith, being an amendment to the following Plan element:

7 Map Amendment PCM140102, which relates to the Future Land Use Map.

8 **Section 3. Map Amendment.**

9 The ordinance does hereby adopt the following portion of the text attached
10 hereto as Exhibit "A," and made a part hereof, an amendment to the Tallahassee-Leon
11 County 2030 Comprehensive Plan, as amended, and does hereby amend "The
12 Tallahassee-Leon County 2030 Comprehensive Plan," as amended, in accordance
13 therewith, being an amendment to the following Plan element:

14 Map Amendment PCM140104, which relates to the Future Land Use Map.

15 **Section 4. Map Amendment.**

16 The ordinance does hereby adopt the following portion of the text attached
17 hereto as Exhibit "A," and made a part hereof, an amendment to the Tallahassee-Leon
18 County 2030 Comprehensive Plan, as amended, and does hereby amend "The
19 Tallahassee-Leon County 2030 Comprehensive Plan," as amended, in accordance
20 therewith, being an amendment to the following Plan element:

21 Map Amendment PCM140105, which relates to the Future Land Use Map.

22 **Section 5. Map Amendment.**

23 The ordinance does hereby adopt the following portion of the text attached
24 hereto as Exhibit "A," and made a part hereof, as an amendment to the Tallahassee-
25

1 Leon County 2030 Comprehensive Plan, as amended, and does hereby amend "The
2 Tallahassee-Leon County 2030 Comprehensive Plan," as amended, in accordance
3 therewith, being an amendment to the following Plan element:

4 Text Amendment PCM 140106, which relates to the Future Land Use Map.

5 **Section 6. Map Amendment.**

6 The ordinance does hereby adopt the following portion of the text attached
7 hereto as Exhibit "A," and made a part hereof, as an amendment to the Tallahassee-
8 Leon County 2030 Comprehensive Plan, as amended, and does hereby amend "The
9 Tallahassee-Leon County 2030 Comprehensive Plan," as amended, in accordance
10 therewith, being an amendment to the following Plan element:

11 Text Amendment PCM140107, which relates to the Future Land Use Map.

12 **Section 7. Map Amendment.**

13 The ordinance does hereby adopt the following portion of the text attached
14 hereto as Exhibit "A," and made a part hereof, as an amendment to the Tallahassee-
15 Leon County 2030 Comprehensive Plan, as amended, and does hereby amend "The
16 Tallahassee-Leon County 2030 Comprehensive Plan," as amended, in accordance
17 therewith, being an amendment to the following Plan element:

18 Text Amendment PCM140108, which relates to the Future Land Use Map.

19 **Section 8. Map Amendment.**

20 The ordinance does hereby adopt the following portion of the text attached
21 hereto as Exhibit "A," and made a part hereof, as an amendment to the Tallahassee-
22 Leon County 2030 Comprehensive Plan, as amended, and does hereby amend "The
23 Tallahassee-Leon County 2030 Comprehensive Plan," as amended, in accordance
24 therewith, being an amendment to the following Plan element:

25 Text Amendment PCM140109, which relates to the Future Land Use Map.

1 **Section 9. Text Amendment.**

2 The ordinance does hereby adopt the following portion of the text attached
3 hereto as Exhibit "A," and made a part hereof, as an amendment to the Tallahassee-
4 Leon County 2030 Comprehensive Plan, as amended, and does hereby amend "The
5 Tallahassee-Leon County 2030 Comprehensive Plan," as amended, in accordance
6 therewith, being an amendment to the following Plan element:

7 Text Amendment PCT10111, which relates to the Land Use Element.

8 **Section 10. Text Amendment.**

9 The ordinance does hereby adopt the following portion of the text attached
10 hereto as Exhibit "A," and made a part hereof, as an amendment to the Tallahassee-
11 Leon County 2030 Comprehensive Plan, as amended, and does hereby amend "The
12 Tallahassee-Leon County 2030 Comprehensive Plan," as amended, in accordance
13 therewith, being an amendment to the following Plan element:

14 Text Amendment PCT140112, which relates to the Land Use Element.

15 **Section 11. Conflict With Other Ordinances and Codes.**

16 All ordinances or parts of ordinances of the Code of Ordinances of the City of
17 Tallahassee, Florida, in conflict with the provisions of this ordinance are hereby
18 repealed to the extent of such conflict.

19 **Section 12. Severability.**

20 If any provision or portion of this ordinance is declared by any court of
21 competent jurisdiction to be void, unconstitutional, or unenforceable, then all
22 remaining provisions and portions of this Ordinance shall remain in full force and
23 effect.

1 **Section 13. Copy on File.**

2 To make the Tallahassee-Leon County 2030 Comprehensive Plan available to
3 the public, a certified copy of the enacting ordinance, as well as certified copies of the
4 Tallahassee-Leon 2030 Comprehensive Plan and these amendments thereto, shall also
5 be located in the Tallahassee-Leon County Planning Department. The Planning
6 Director shall also make copies available to the public for a reasonable publication
7 charge.

8 **Section 14. Effective Date.**

9 The effective date of these Plan amendments shall be according to law and the
10 applicable statutes and regulations pertaining thereto.

11 INTRODUCED in the City Commission on the _____ day of _____,
12 2014.

13 PASSED by the City Commission on the _____ day of _____, 2014.

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CITY OF TALLAHASSEE

By: _____
John R. Marks, III
Mayor

ATTEST:

APPROVED AS TO FORM:

By: _____
James O. Cooke, IV
City Treasurer-Clerk

By: _____
Lewis E. Shelley
City Attorney

ATTACHMENT #8

CITY REZONING AGENDA ITEMS

CITY OF TALLAHASSEE	
<i>CITY COMMISSION AGENDA ITEM</i>	
ACTION REQUESTED ON:	May 27, 2014
SUBJECT/TITLE:	First of Two Public Hearings on Ordinance No. 14-Z-21: Proposed Amendment to the Official Zoning Map from the Historical Conservation (HC), Government Operational-1 (GO-1) & Central Urban-45 (CU-45) Zoning Districts to the Government Operational-1 (GO-1) Zoning District with Historic Preservation Overlay (HPO).
TARGET ISSUE:	N/A

STATEMENT OF ISSUE

First of two Public hearings on Ordinance No. 14-Z-21 (Attachment # 1); Proposed Amendment to the Official Zoning Map for the Grove from the Historical Conservation (HC) Zoning District to the Government Operational -1 (GO-1) Zoning District with Historic Preservation Overlay (HPO); the Amendment also proposes the Governor’s Mansion change from the Historical Conservation (HC), Government Operational-1 (GO-1) and Central Urban-45 (CU-45) Zoning Districts to the Government Operational-1 (GO-1) Zoning District with Historic Preservation Overlay (HPO). The Grove is 10.19 acres and the Governor’s Mansion property is 6.69 acres. The total acreage for the properties is 16.88 acres. The properties are bordered by North Duval Street to the west, North Monroe to the east, West 3rd Avenue to the North, and West Georgia Street to the south. This rezoning implements Comprehensive Plan map amendment PCM140107, which is proposed for adoption on May 27, 2014.

RECOMMENDED ACTION

Option 1: Conduct the first public hearing on proposed Ordinance No. 14-Z-21 amending the Official Zoning Map for the Grove from the Historical Conservation (HC) Zoning District to the Government Operational -1 (GO-1) Zoning District with Historic Preservation Overlay (HPO); the Amendment also proposes the Governor’s Mansion from the Historical Conservation (HC), Government Operational-1 (GO-1) & Central Urban-45 (CU-45) to Government Operational-1 (GO-1) Zoning Districts with Historic Preservation Overlay (HPO). Schedule the second and final public hearing for June 25, 2014.

FISCAL IMPACT

No fiscal impacts identified.

For information, please contact: Jiwuan Haley at (850) 891-6400

SUPPLEMENTAL MATERIAL/ISSUE ANALYSIS

HISTORY/FACTS & ISSUES

The proposed Ordinance will rezone the subject parcels for the Grove from the Historical Conservation (HC) Zoning District to the Government Operational -1 (GO-1) Zoning District with Historic Preservation Overlay (HPO); the Amendment also proposes the Governor's Mansion change from the Historical Conservation (HC), Government Operational-1 (GO-1) and Central Urban-45 (CU-45) Zoning Districts to the Government Operational-1 (GO-1) Zoning District with Historic Preservation Overlay (HPO). The parcels (shown on Attachment #1) are the subject of an amendment (Map PCM140107) to the Comprehensive Plan during Cycle 2014-1. The City Commission and the Leon County Board of County Commissioners will vote on an ordinance adopting the amendment (Map PCM140107), as well as other Comprehensive Plan amendments, on May 27, 2014. The Comprehensive Plan amendment ordinance scheduled for public hearing during the May 27, 2014 joint City/County Comprehensive Plan Adoption Hearing is a companion ordinance to this rezoning, and adopts the proposed PCM140107 Comprehensive Plan map amendment. If these two Ordinances are adopted as scheduled, they will become effective on approximately July 7, 2014. This Ordinance was introduced at the May 14, 2014 City Commission meeting.

This rezoning is in a posture for final action by the City Commission. The Planning Department and City Treasurer-Clerk's Office advertised the application consistent with State Statutes and the Land Development Code.

OPTIONS

1. Conduct the first public hearing on proposed Ordinance No. 14-Z-21 amending the Official Zoning Map for the Grove from the Historical Conservation (HC) Zoning District to the Government Operational -1 (GO-1) Zoning District with Historic Preservation Overlay (HPO); the Amendment also proposes the Governor's Mansion from the Historical Conservation (HC), Government Operational-1 (GO-1) & Central Urban-45 (CU-45) to Government Operational-1 (GO-1) Zoning Districts with Historic Preservation Overlay (HPO). Schedule the second and final public hearing for June 25, 2014.
2. Provide staff alternative direction.

ATTACHMENTS/REFERENCES

1. Ordinance No. 14-Z-21

ORDINANCE NO. 14-Z-21

AN ORDINANCE OF THE CITY OF TALLAHASSEE, FLORIDA DESIGNATING AND INCLUDING ADDITIONAL TERRITORY AS AND IN THE GOVERNMENT OPERATIONAL-1 ZONING DISTRICT WITH HISTORIC PRESERVATION OVERLAY ON THE OFFICIAL ZONING MAP OF THE CITY OF TALLAHASSEE ADOPTED AND ESTABLISHED BY THE CITY COMMISSION; AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE PEOPLE OF THE CITY OF TALLAHASSEE,
FLORIDA, AS FOLLOWS:

SECTION 1: On May 27, 2014 the City Commission approved Ordinance No.14-Z-21, which adopted Comprehensive Amendment #PCM140107. To implement plan amendment #PCM140107 the property, which is the subject of that amendment, as shown in Exhibit A attached hereto, must be rezoned. Accordingly, the following described part or areas of the City of Tallahassee and the same is hereby changed from the Historical Conservation (HC), Government Operational-1 (GO-1) and Central Urban-45 (CU-45) Zoning Districts and hereby designated and established as Government Operational-1 (GO-1) with Historic Preservation Overlay (HPO) on the official zoning map of the City of Tallahassee adopted and established by the City Commission.

PRZ130022: From Historical Conservation (HC), Government Operational-1 (GO-1) and Central Urban-45 (CU-45) Zoning Districts to the Government Operational-1 (GO-1) Zoning District with Historic Preservation Overlay (HPO) :

Those properties shown as Government Operational-1 (GO-1) with Historic Preservation Overlay (HPO) on the map attached hereto as Exhibit A.

SECTION 2. The Mayor and City Treasurer-Clerk are hereby directed to designate and include the above-described area in the City of Tallahassee on the official zoning map of the City of Tallahassee adopted and established by the City Commission.

SECTION 3. All ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

SECTION 4. If any provision or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining

provisions and portions of this ordinance shall remain in full force and effect.

SECTION 5. The effective date of this ordinance shall be the effective date of comprehensive plan amendment PCM140107.

INTRODUCED in the City Commission on the 8th day of May, 2014.

PASSED the City Commission on the _____ day of May, 2014.

CITY OF TALLAHASSEE, FLORIDA

John Marks, Mayor

ATTEST:

APPROVED AS TO FORM:

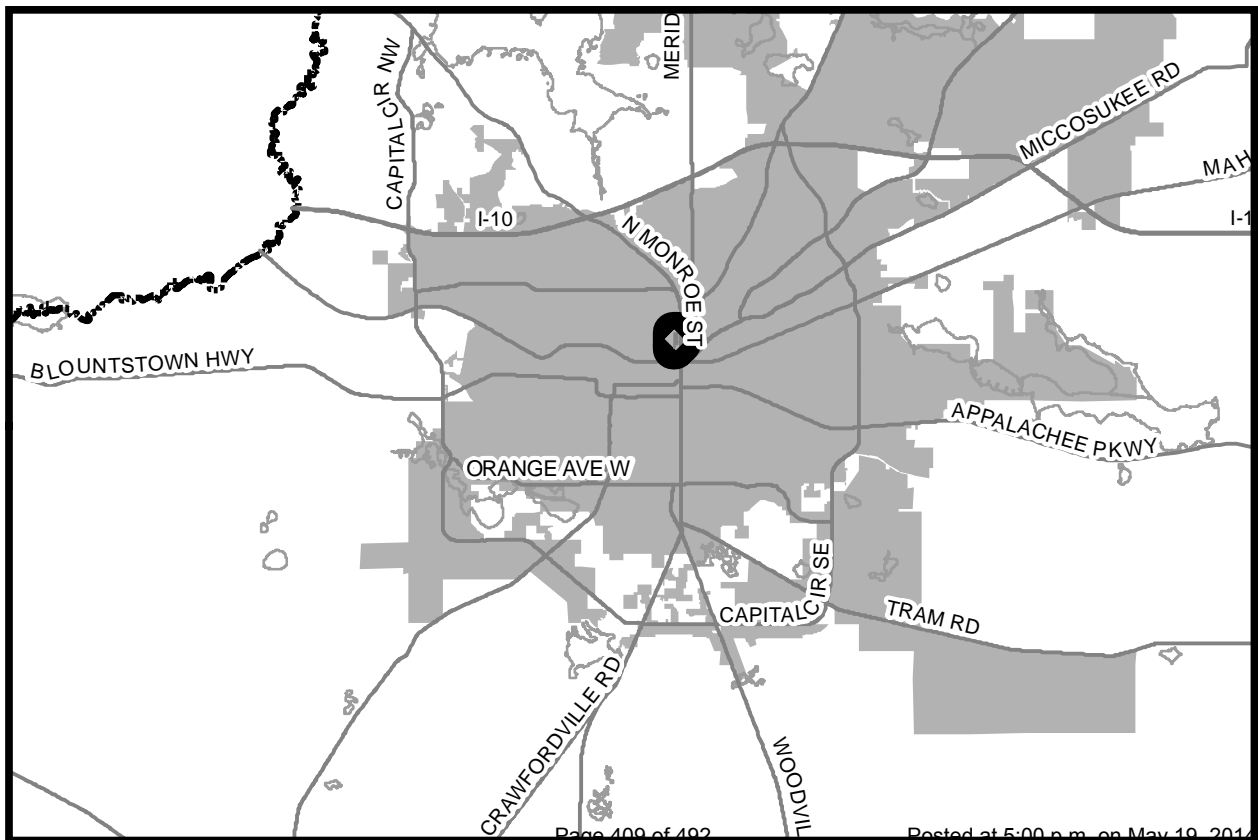
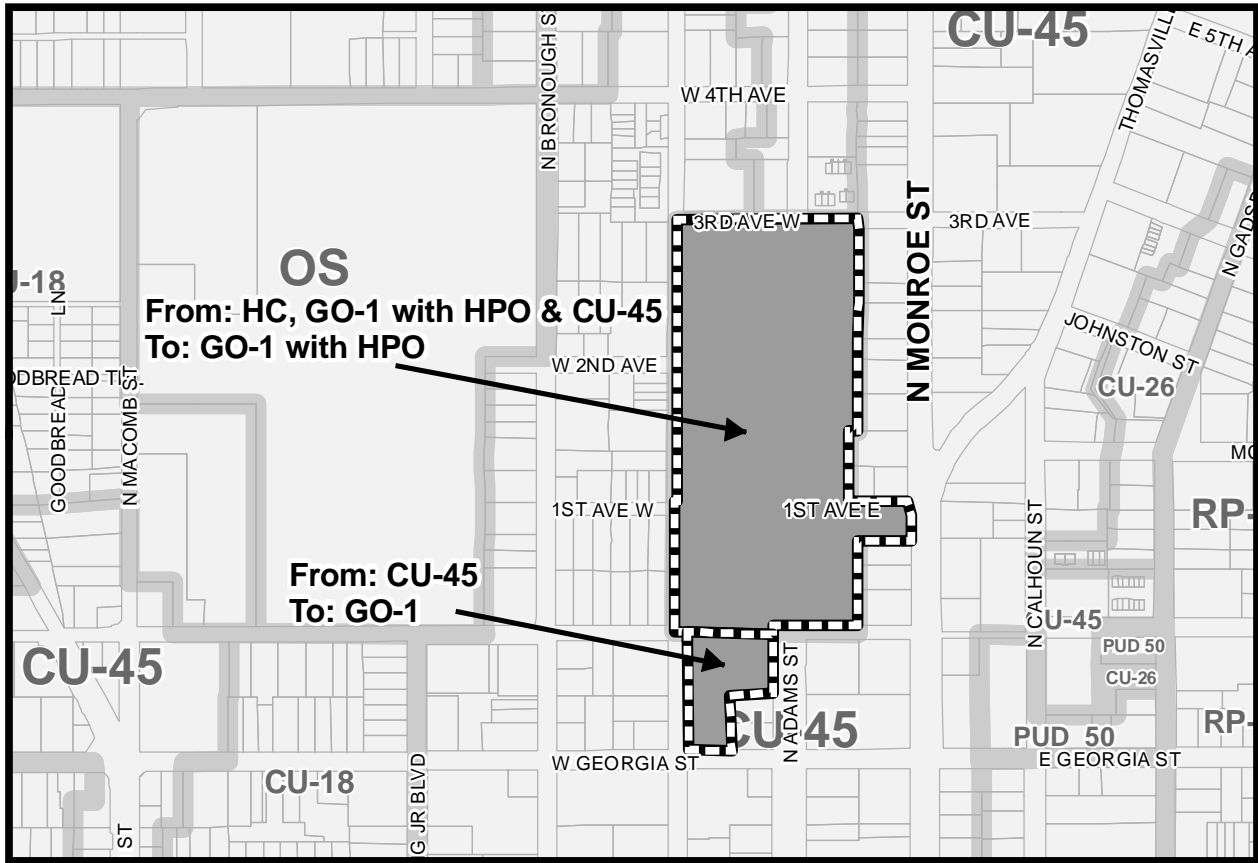
James O. Cooke, IV
City Treasurer Clerk

Lewis E. Shelley, City Attorney

EXHIBIT A

Governor's Mansion & the Grove Rezoning

PRZ #130022



GENERAL LOCATION MAP

CITY OF TALLAHASSEE	
<u>CITY COMMISSION AGENDA ITEM</u>	
ACTION REQUESTED ON:	May 27, 2014
SUBJECT/TITLE:	First of Two Public Hearings on Ordinance No. 14-Z-20: Proposed Amendment to the Official Zoning Map from the Residential Preservation- 1 (RP-1), University Transition (UT) & Medium Residential-1 (MR-1) Zoning Districts to the Government Operational-1 (GO-1) Zoning District.
TARGET ISSUE:	N/A

STATEMENT OF ISSUE

First of two Public hearing on Ordinance No. 14-Z-20 (Attachment # 1); Proposed Amendment to the Official Zoning Map from the Residential Preservation- 1 (RP-1), University Transition (UT) and Medium Residential-1 (MR-1) Zoning Districts to the Government Operational-1 (GO-1) Zoning District. The property is 63.35 acres and is located north of West Tennessee Street and west of Ocala Road. This rezoning implements Comprehensive Plan map amendment PCM140106, which is proposed for adoption on May 27, 2014.

RECOMMENDED ACTION

Option 1: Conduct the first public hearing on proposed Ordinance No. 14-Z-20 amending the Official Zoning Map from the Residential Preservation- 1 (RP-1), University Transition (UT) and Medium Residential-1 (MR-1) Zoning Districts to the Government Operational-1 (GO-1) Zoning District. Schedule the second and final public hearing for June 25, 2014.

FISCAL IMPACT

No fiscal impacts identified.

For information, please contact: Jiwuan Haley at (850) 891-6400

SUPPLEMENTAL MATERIAL/ISSUE ANALYSIS

HISTORY/FACTS & ISSUES

The proposed Ordinance will rezone the subject parcels from the Residential Preservation- 1 (RP-1), University Transition (UT) and Medium Residential-1 (MR-1) Zoning Districts to the Government Operational-1 (GO-1) Zoning District. The parcels (shown on Attachment #1) are the subject of an amendment (Map PCM140106) to the Comprehensive Plan during Cycle 2014-1. The City Commission and the Leon County Board of County Commissioners will vote on an ordinance adopting the amendment (Map PCM140106), as well as other Comprehensive Plan amendments, on May 27, 2014. The Comprehensive Plan amendment ordinance scheduled for public hearing during the May 27, 2014 joint City/County Comprehensive Plan Adoption Hearing is a companion ordinance to this rezoning, and adopts the proposed PCM140106 Comprehensive Plan map amendment. If these two Ordinances are adopted as scheduled, they will become effective on approximately July 8, 2014. This Ordinance was introduced at the May 14, 2014 City Commission meeting.

This rezoning is in a posture for final action by the City Commission. The Planning Department and City Treasurer-Clerk's Office advertised the application consistent with State Statutes and the Land Development Code.

OPTIONS

1. Conduct the first public hearing on proposed Ordinance No. 14-Z-20 amending the Official Zoning Map from the Residential Preservation- 1 (RP-1), University Transition (UT) and Medium Residential-1 (MR-1) Zoning Districts to the Government Operational-1 (GO-1) Zoning District. Schedule the second and final public hearing for June 25, 2014.
2. Provide staff alternative direction.

ATTACHMENTS/REFERENCES

1. Ordinance No. 14-Z-20

ORDINANCE NO. 14-Z-20

AN ORDINANCE OF THE CITY OF TALLAHASSEE, FLORIDA DESIGNATING AND INCLUDING ADDITIONAL TERRITORY AS AND IN THE GOVERNMENT OPERATIONAL-1 ZONING DISTRICT WITH HISTORIC PRESERVATION OVERLAY ON THE OFFICIAL ZONING MAP OF THE CITY OF TALLAHASSEE ADOPTED AND ESTABLISHED BY THE CITY COMMISSION; AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE PEOPLE OF THE CITY OF TALLAHASSEE,
FLORIDA, AS FOLLOWS:

SECTION 1: On May 27, 2014 the City Commission approved Ordinance No.14-Z-20, which adopted Comprehensive Amendment #PCM140106. To implement plan amendment #PCM140106 the property, which is the subject of that amendment, as shown in Exhibit A attached hereto, must be rezoned. Accordingly, the following described part or area of the City of Tallahassee and the same is hereby changed from the Residential Preservation- 1 (RP-1), University Transition (UT) & Medium Residential-1 (MR-1) Zoning Districts and hereby designated and established as the Government Operational-1 (GO-1) Zoning District on the official zoning map of the City of Tallahassee adopted and established by the City Commission.

PRZ130021: From the Residential Preservation- 1 (RP-1), University Transition (UT) and Medium Residential-1 (MR-1) Zoning Districts to the Government Operational-1 (GO-1) Zoning District:

Those properties shown as Government Operational-1 (GO-1) Zoning District on the map attached hereto as Exhibit A.

SECTION 2. The Mayor and City Treasurer-Clerk are hereby directed to designate and include the above-described area in the City of Tallahassee on the official zoning map of the City of Tallahassee adopted and established by the City Commission.

SECTION 3. All ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

SECTION 4. If any provision or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining

provisions and portions of this ordinance shall remain in full force and effect.

SECTION 5. The effective date of this ordinance shall be the effective date of comprehensive plan amendment PCM140106.

INTRODUCED in the City Commission on the 8th day of May, 2014.

PASSED the City Commission on the _____ day of May, 2014.

CITY OF TALLAHASSEE, FLORIDA

John Marks, Mayor

ATTEST:

APPROVED AS TO FORM:

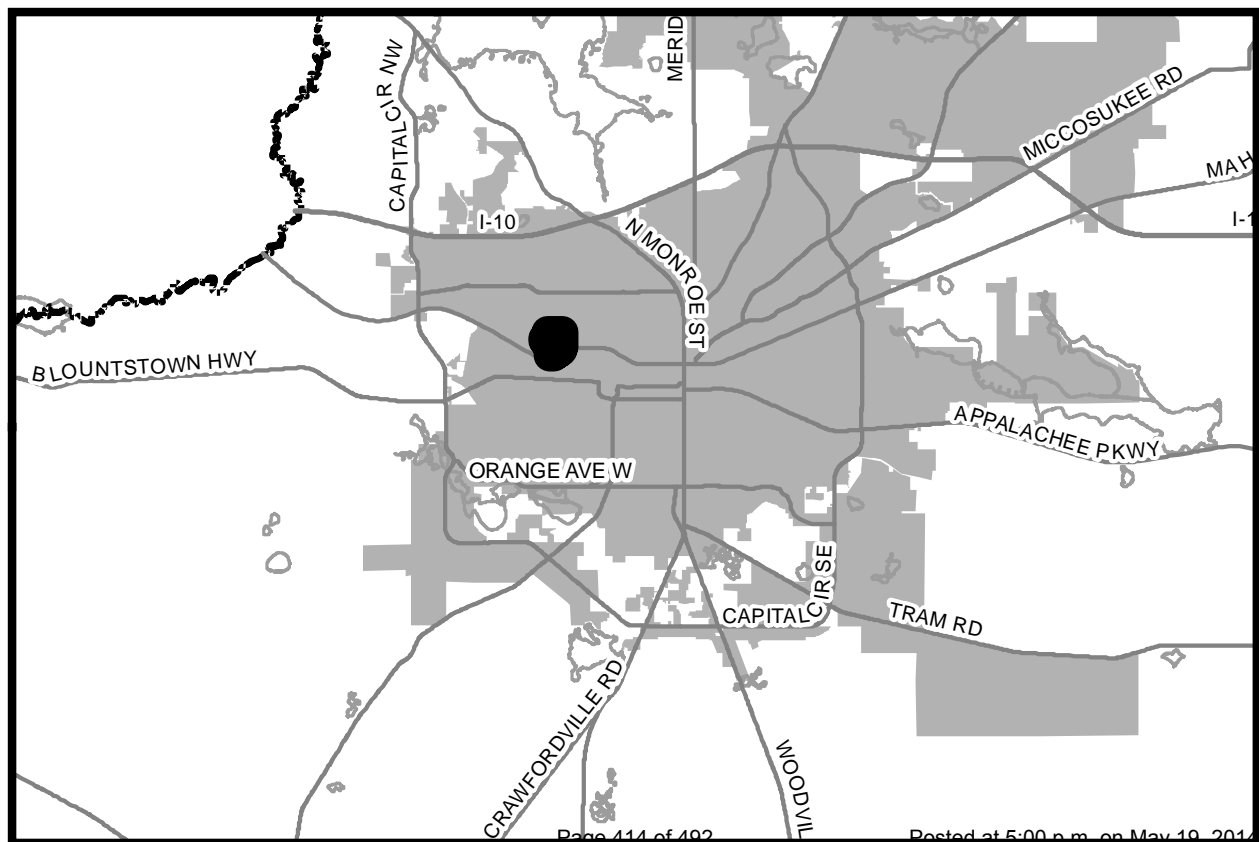
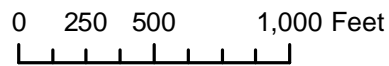
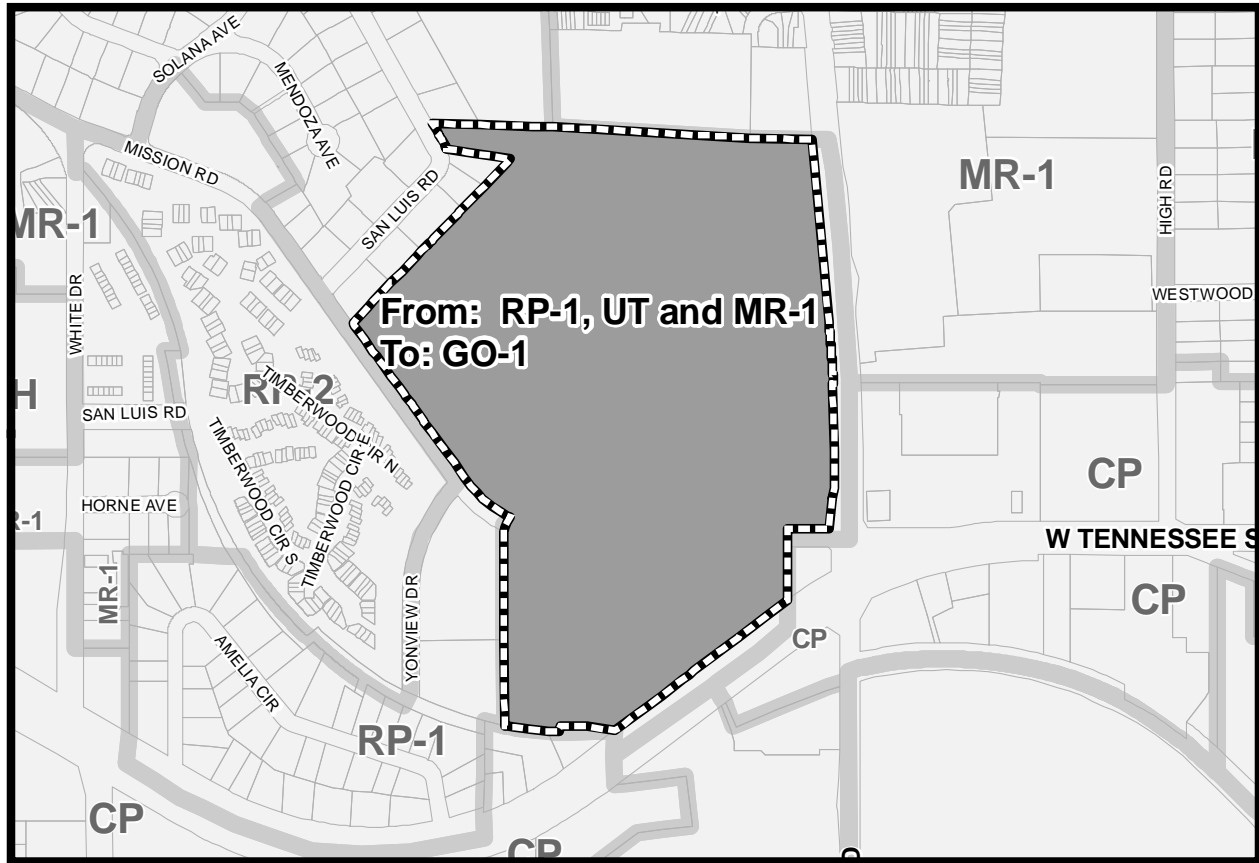
James O. Cooke, IV
City Treasurer Clerk

Lewis E. Shelley, City Attorney

EXHIBIT A

Mission San Luis Rezoning

PRZ #130021



GENERAL LOCATION MAP

CITY OF TALLAHASSEE

CITY COMMISSION AGENDA ITEM

ACTION REQUESTED ON:	May 27, 2014
SUBJECT/TITLE:	First and only Public Hearing on Ordinance 14-Z-23: Proposed Amendment to the Official Zoning Map to Change the Zoning Classification from the Industrial (I) Zoning District to the Light Industrial (M-1) Zoning District.
TARGET ISSUE:	N/A

STATEMENT OF ISSUE

This application requests a change to the Official Zoning Map from the Industrial (I) zoning district to the Light Industrial (M-1) zoning district on 6.06 acres located west of Capital Circle Northwest and north of Tharpe Street. The rezoning implements Comprehensive Plan map amendment PCM140103, which is proposed for adoption on May 27, 2014. The proposed ordinance, including a location map is included as Attachment 1.

RECOMMENDED ACTION

Option 1: Adopt Ordinance No. 14-Z-23 amending the Official Zoning Map from the Industrial (I) Zoning District to the Light Industrial (M-1) Zoning District.

FISCAL IMPACT

Staff time required to process the rezoning and costs associated with local and state advertising requirements.

For information, please contact: Debra Thomas at (850) 891-6400.

SUPPLEMENTAL MATERIAL/ISSUE ANALYSIS

HISTORY/FACTS & ISSUES

The proposed ordinance will rezone the subject parcel from the Industrial zoning district to the Light Industrial zoning district. The parcel (shown on Attachment #1) is the subject of an amendment (Map PCM140103) to the Comprehensive Plan during Cycle 2014-1. The City Commission and the Leon County Board of County Commissioners will vote on an ordinance adopting the amendment (Map PCM140103), as well as other Comprehensive Plan amendments, on May 27, 2014. The Comprehensive Plan amendment ordinance scheduled for public hearing during the May 27, 2014 joint City/County Comprehensive Plan Adoption Hearing is a companion ordinance to this rezoning, and adopts the proposed PCM140103 Comprehensive Plan map amendment. If these two Ordinances are adopted as scheduled, they will become effective on approximately July 7, 2014.

This amendment requires City Commission action. The Planning Department and City Treasurer-Clerk's Office will notice and advertise the application consistent with State Statutes and the Land Development Code.

OPTIONS

1. Adopt Ordinance No. 14-Z-23 amending the Official Zoning Map from the Industrial (I) Zoning District to the Light Industrial (M-1) Zoning District.
2. Do not adopt Ordinance No. 14-Z-23.
3. Provide staff alternative direction.

ATTACHMENTS/REFERENCES

Attachment #1: Ordinance No. 14-Z-23

ORDINANCE NO. 14-Z-23

AN ORDINANCE OF THE CITY OF TALLAHASSEE, FLORIDA DESIGNATING AND INCLUDING ADDITIONAL TERRITORY AS AND IN THE LIGHT INDUSTRIAL (M-1) ZONING DISTRICT ON THE OFFICIAL ZONING MAP OF THE CITY OF TALLAHASSEE ADOPTED AND ESTABLISHED BY THE CITY COMMISSION; AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE PEOPLE OF THE CITY OF TALLAHASSEE,
FLORIDA, AS FOLLOWS:

SECTION 1: On May 27, 2014, the City Commission approved an Ordinance which adopted Comprehensive Amendment #PCM140103. To implement plan amendment #PCM140103 the property, which is the subject of that amendment, as shown in Exhibit A attached hereto, must be rezoned. Accordingly, the following described part or area of the City of Tallahassee and the same is hereby changed from Industrial (I) Zoning District and hereby designated and established as Light Industrial (I) Zoning District on the official zoning map of the City of Tallahassee adopted and established by the City Commission.

PRZ140006: From Industrial (I) Zoning District to the Light Industrial (M-1) Zoning District:

The property shown as Industrial on the map attached hereto as Exhibit A.

SECTION 2. The Mayor and City Treasurer-Clerk are hereby directed to designate and include the above-described area in the City of Tallahassee on the official zoning map of the City of Tallahassee adopted and established by the City Commission.

SECTION 3. All ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

SECTION 4. If any provision or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

SECTION 5. The effective date of this ordinance shall be the effective date of comprehensive plan amendment PCM140103.

INTRODUCED in the City Commission on the 14th day of May, 2014.

PASSED the City Commission on the _____ day of May, 2014.

CITY OF TALLAHASSEE, FLORIDA

John Marks, Mayor

ATTEST:

APPROVED AS TO FORM:

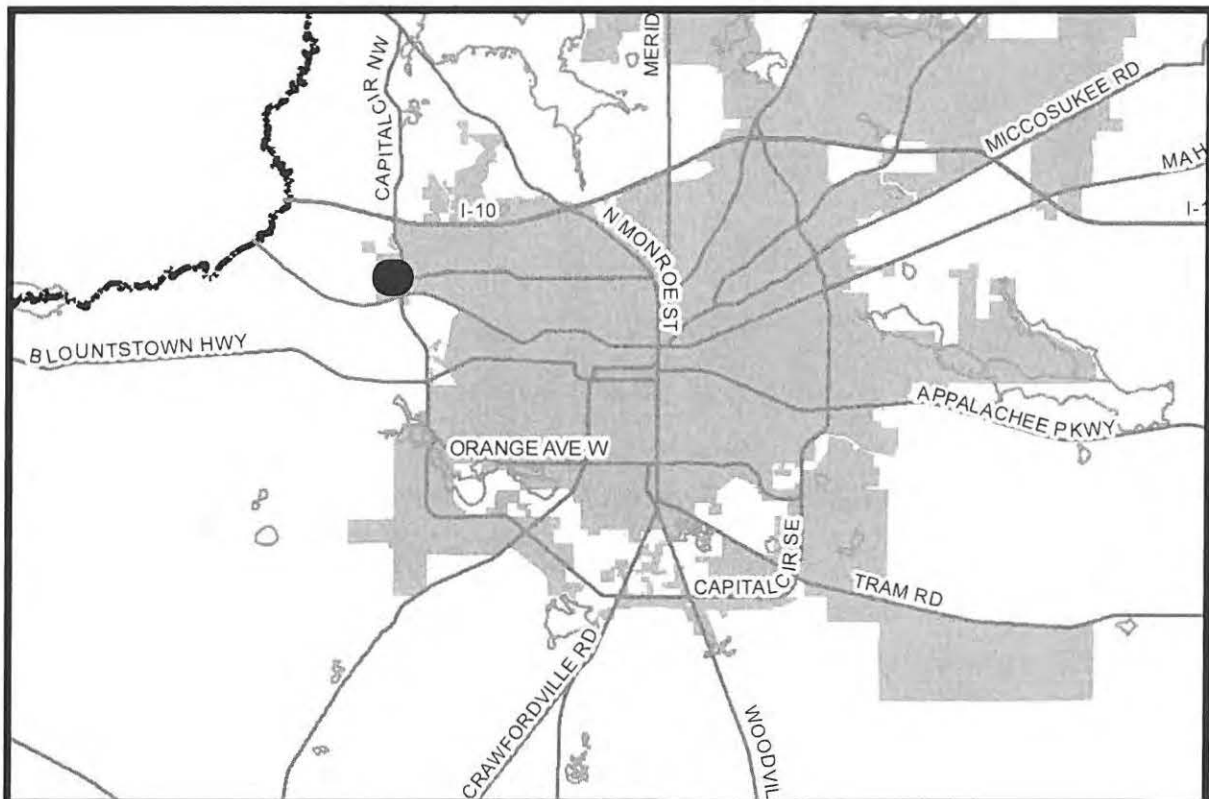
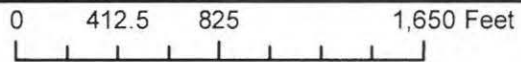
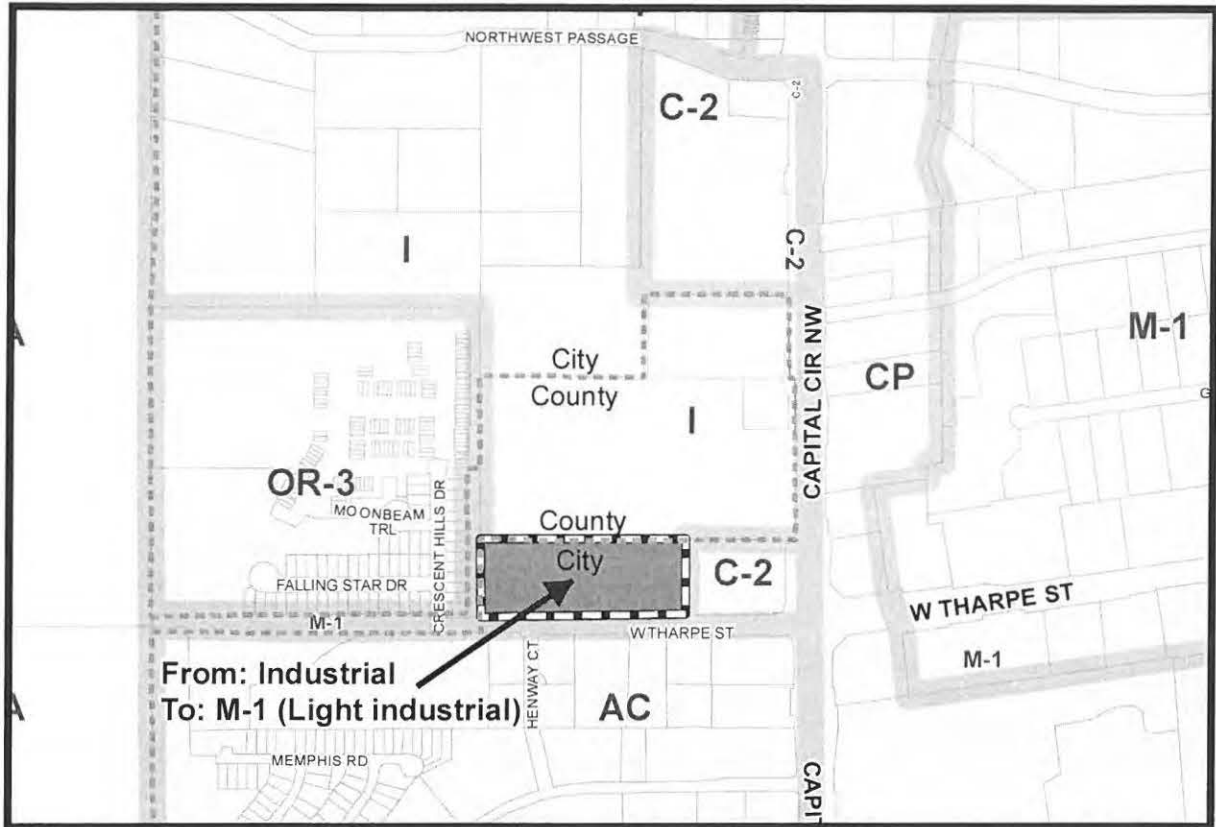
James O. Cooke, IV
City Treasurer Clerk

Lewis E. Shelley, City Attorney

EXHIBIT A

Capital Circle Northwest Rezoning

PRZ #140006



GENERAL LOCATION MAP
Page 419 of 492

Posted at 5:00 p.m. on May 19, 2014

CITY OF TALLAHASSEE

CITY COMMISSION AGENDA ITEM

ACTION REQUESTED ON:	May 27, 2014
SUBJECT/TITLE:	First and only Public Hearing on Ordinance No. 14-Z-18: Proposed Amendment to the Official Zoning Map from Historical Preservation (HP) Zoning District to the Office Residential-2 (OR-2) Zoning District with Historic Preservation Overlay (HPO).
TARGET ISSUE:	N/A

STATEMENT OF ISSUE

First and only Public hearing on Ordinance No. 14-Z-18 (Attachment #1); Proposed Amendment to the Official Zoning Map from the Historical Preservation (HP) Zoning District to the Office Residential-2 (OR-2) Zoning District with Historic Preservation Overlay (HPO) on 1.27 acres. The parcels are located south of Lafayette Street within the DeSoto Park Drive cul-de-sac. This rezoning implements Comprehensive Plan map amendment PCM140104, which is proposed for adoption on May 27, 2014

RECOMMENDED ACTION

Option 1: Adopt Ordinance No. 14-Z-18 amending the Official Zoning Map from the Historical Preservation (HP) Zoning District to the Office Residential-2 (OR-2) Zoning District with Historic Preservation Overlay (HPO).

FISCAL IMPACT

No fiscal impacts identified.

For information, please contact: Jiwuan Haley at (850) 891-6400

SUPPLEMENTAL MATERIAL/ISSUE ANALYSIS

HISTORY/FACTS & ISSUES

The proposed Ordinance will rezone the subject parcels from the Historic Preservation (HP) Zoning District to the Office Residential-2 (OR-2) Zoning District. The parcels (shown on Attachment #1) are the subject of an amendment (Map PCM140104) to the Comprehensive Plan during Cycle 2014-1. The City Commission and the Leon County Board of County Commissioners will vote on an ordinance adopting the amendment (Map PCM140104), as well as other Comprehensive Plan amendments, on May 27, 2014. The Comprehensive Plan amendment ordinance scheduled for public hearing during the May 27, 2014 joint City/County Comprehensive Plan Adoption Hearing is a companion ordinance to this rezoning, and adopts the proposed PCM140104 Comprehensive Plan map amendment. If these two Ordinances are adopted as scheduled, they will become effective on approximately July 7, 2014. This Ordinance was introduced at the May 14, 2014 City Commission meeting.

This rezoning is in a posture for final action by the City Commission. The Planning Department and City Treasurer-Clerk's Office advertised the application consistent with State Statutes and the Land Development Code.

OPTIONS

1. Adopt Ordinance No. 14-Z-18 amending the Official Zoning Map from the Historic Preservation (HP) Zoning District to the Office Residential-2 (OR-2) Zoning District with Historic Preservation Overlay (HPO).
2. Do not Adopt Ordinance No. 14-Z-18 and retain the current Historic Preservation (HP) zoning designation.

ATTACHMENTS/REFERENCES

1. Ordinance No. 14-Z-18

ORDINANCE NO. 14-Z-18

AN ORDINANCE OF THE CITY OF TALLAHASSEE, FLORIDA DESIGNATING AND INCLUDING ADDITIONAL TERRITORY AS AND IN THE OFFICE RESIDENTIAL-2 ZONING DISTRICT WITH HISTORIC PRESERVATION OVERLAY ON THE OFFICIAL ZONING MAP OF THE CITY OF TALLAHASSEE ADOPTED AND ESTABLISHED BY THE CITY COMMISSION; AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE PEOPLE OF THE CITY OF TALLAHASSEE,
FLORIDA, AS FOLLOWS:

SECTION 1: On May 27, 2014 the City Commission approved Ordinance No.14-Z-18, which adopted Comprehensive Amendment #PCM140104. To implement plan amendment #PCM140104 the property, which is the subject of that amendment, as shown in Exhibit A attached hereto, must be rezoned. Accordingly, the following described part or area of the City of Tallahassee and the same is hereby changed from Historical Conservation (HC) Zoning District and hereby designated and established as Office Residential-2 (OR-2) Zoning District with Historic Preservation Overlay (HPO) on the official zoning map of the City of Tallahassee adopted and established by the City Commission.

PRZ130019: From Historical Conservation (HC) Zoning District to the Office Residential-2 Zoning District (OR-2) with Historic Preservation Overlay (HPO):

Those properties shown as Office Residential-2 (OR-2) Zoning District with Historic Preservation Overlay (HPO): on the map attached hereto as Exhibit A.

SECTION 2. The Mayor and City Treasurer-Clerk are hereby directed to designate and include the above-described area in the City of Tallahassee on the official zoning map of the City of Tallahassee adopted and established by the City Commission.

SECTION 3. All ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

SECTION 4. If any provision or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

SECTION 5. The effective date of this ordinance shall be the effective date of comprehensive plan amendment PCM140104.

INTRODUCED in the City Commission on the 8th day of May, 2014.

PASSED the City Commission on the _____ day of May, 2014.

CITY OF TALLAHASSEE, FLORIDA

John Marks, Mayor

ATTEST:

APPROVED AS TO FORM:

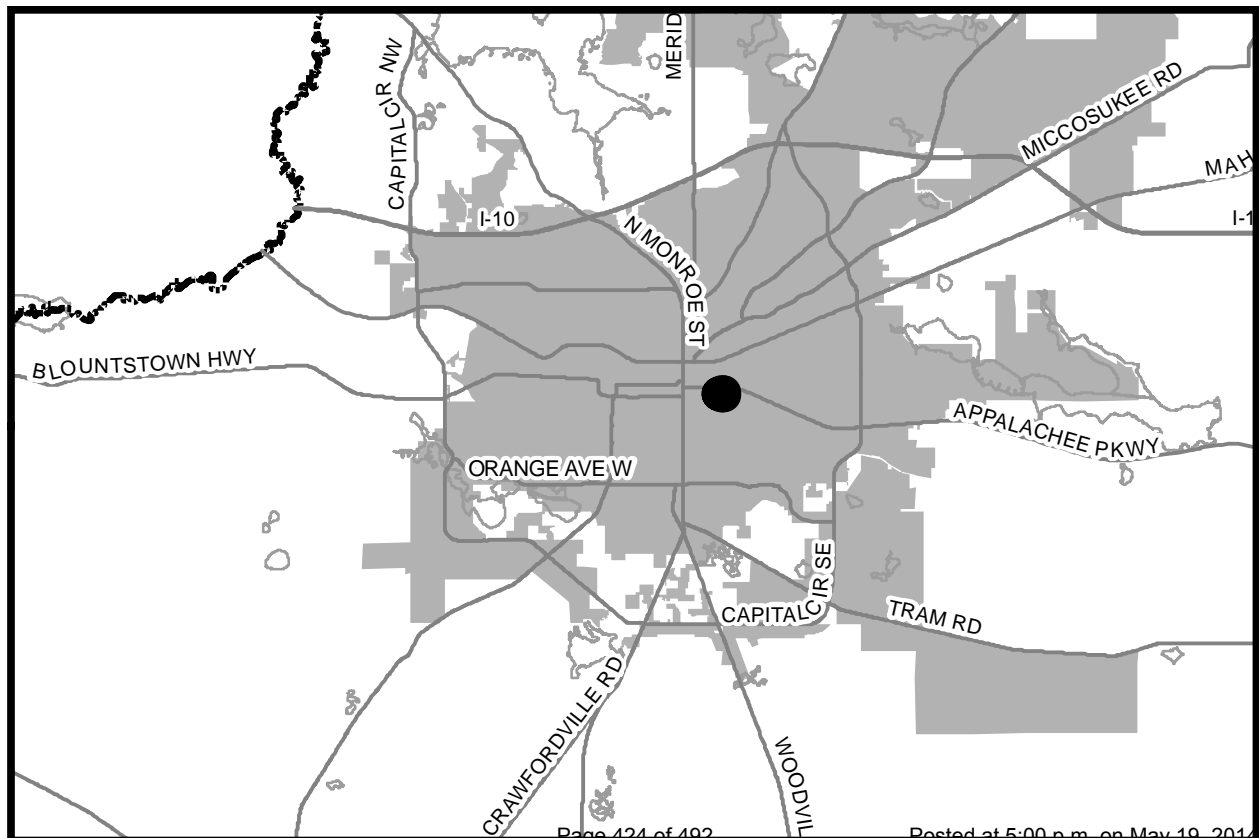
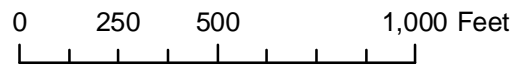
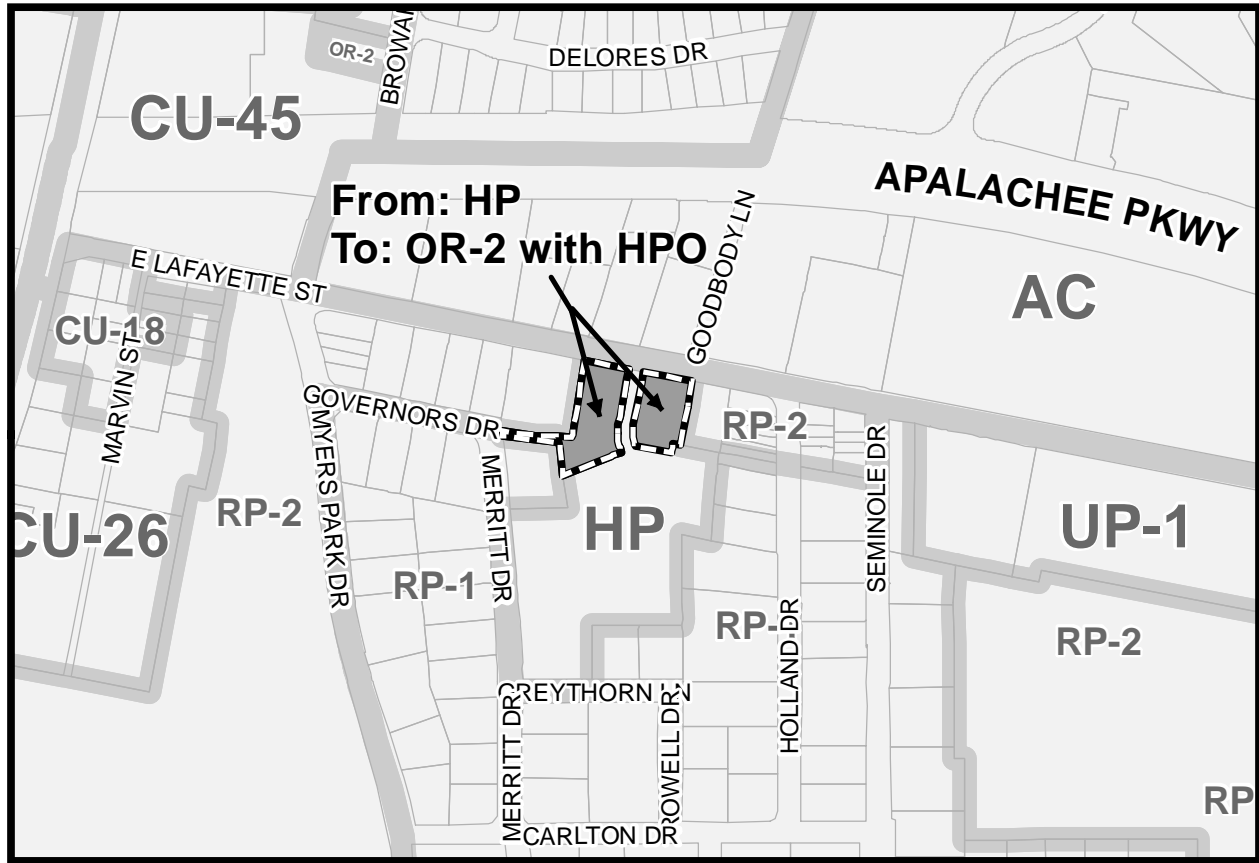
James O. Cooke, IV
City Treasurer Clerk

Lewis E. Shelley, City Attorney

EXHIBIT A

Desoto Park Drive Rezoning

PRZ #130019



GENERAL LOCATION MAP

CITY OF TALLAHASSEE

CITY COMMISSION AGENDA ITEM

ACTION REQUESTED ON:	May 27, 2014
SUBJECT/TITLE:	First and only Public Hearing on Ordinance No. 14-Z-19: Proposed Amendment to the Official Zoning Map from Historical Preservation (HP) Zoning District to the Neighborhood Boundary Office (NBO) Zoning District with Historic Preservation Overlay (HPO).
TARGET ISSUE:	N/A

STATEMENT OF ISSUE

First and only Public hearing on Ordinance No. 14-Z-19 (Attachment #1); Proposed Amendment to the Official Zoning Map from the Historical Preservation (HP) Zoning District to the Neighborhood Boundary Office (NBO) Zoning District with Historic Preservation Overlay (HPO) on 0.39 acres. The parcel is located north of the intersection of North Meridian Street and Miccosukee Road. This rezoning implements Comprehensive Plan map amendment PCM140105, which is proposed for adoption on May 27, 2014

RECOMMENDED ACTION

Option 1: Adopt Ordinance No. 14-Z-19 amending the Official Zoning Map from the Historical Preservation (HP) Zoning District to the Neighborhood Boundary Office Zoning District with Historic Preservation Overlay (HPO).

FISCAL IMPACT

No fiscal impacts identified.

For information, please contact: Jiwuan Haley at (850) 891-6400

SUPPLEMENTAL MATERIAL/ISSUE ANALYSIS

HISTORY/FACTS & ISSUES

The proposed Ordinance will rezone the subject parcels from the Historic Preservation (HP) Zoning District to the Neighborhood Boundary Office Zoning District. The parcels (shown on Attachment #1) are the subject of an amendment (Map PCM140105) to the Comprehensive Plan during Cycle 2014-1. The City Commission and the Leon County Board of County Commissioners will vote on an ordinance adopting the amendment (Map PCM140105), as well as other Comprehensive Plan amendments, on May 27, 2014. The Comprehensive Plan amendment ordinance scheduled for public hearing during the May 27, 2014 joint City/County Comprehensive Plan Adoption Hearing is a companion ordinance to this rezoning, and adopts the proposed PCM140105 Comprehensive Plan map amendment. If these two Ordinances are adopted as scheduled, they will become effective on approximately July 7, 2014. This Ordinance was introduced at the May 14, 2014 City Commission meeting.

This rezoning is in a posture for final action by the City Commission. The Planning Department and City Treasurer-Clerk's Office advertised the application consistent with State Statutes and the Land Development Code.

OPTIONS

1. Adopt Ordinance No. 14-Z-19 amending the Official Zoning Map from the Historic Preservation (HP) Zoning District to the Neighborhood Boundary Office Zoning District with Historic Preservation Overlay (HPO).
2. Do not Adopt Ordinance No. 14-Z-19 and retain the current Historic Preservation (HP) zoning designation.

ATTACHMENTS/REFERENCES

1. Ordinance No. 14-Z-19

ORDINANCE NO. 14-Z-19

AN ORDINANCE OF THE CITY OF TALLAHASSEE, FLORIDA DESIGNATING AND INCLUDING ADDITIONAL TERRITORY AS AND IN THE NEIGHBORHOOD BOUNDARY OFFICE ZONING DISTRICT WITH HISTORIC PRESERVATION OVERLAY ON THE OFFICIAL ZONING MAP OF THE CITY OF TALLAHASSEE ADOPTED AND ESTABLISHED BY THE CITY COMMISSION; AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE PEOPLE OF THE CITY OF TALLAHASSEE,
FLORIDA, AS FOLLOWS:

SECTION 1: On May 27, 2014 the City Commission approved Ordinance No.14-Z-19, which adopted Comprehensive Amendment #PCM140105. To implement plan amendment #PCM140105 the property, which is the subject of that amendment, as shown in Exhibit A attached hereto, must be rezoned. Accordingly, the following described part or area of the City of Tallahassee and the same is hereby changed from Historical Conservation (HC) Zoning District and hereby designated and established as Neighborhood Boundary Office (NBO) Zoning District with Historic Preservation Overlay (HPO) on the official zoning map of the City of Tallahassee adopted and established by the City Commission.

PRZ130020: From Historical Conservation (HC) Zoning District to the Neighborhood Boundary Office (NBO) Zoning District with Historic Preservation Overlay (HPO):

Those properties shown as Neighborhood Boundary Office (NBO) Zoning District with Historic Preservation Overlay (HPO): on the map attached hereto as Exhibit A.

SECTION 2. The Mayor and City Treasurer-Clerk are hereby directed to designate and include the above-described area in the City of Tallahassee on the official zoning map of the City of Tallahassee adopted and established by the City Commission.

SECTION 3. All ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

SECTION 4. If any provision or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

SECTION 5. The effective date of this ordinance shall be the effective date of comprehensive plan amendment PCM140105.

INTRODUCED in the City Commission on the 8th day of May, 2014.

PASSED the City Commission on the _____ day of May, 2014.

CITY OF TALLAHASSEE, FLORIDA

John Marks, Mayor

ATTEST:

APPROVED AS TO FORM:

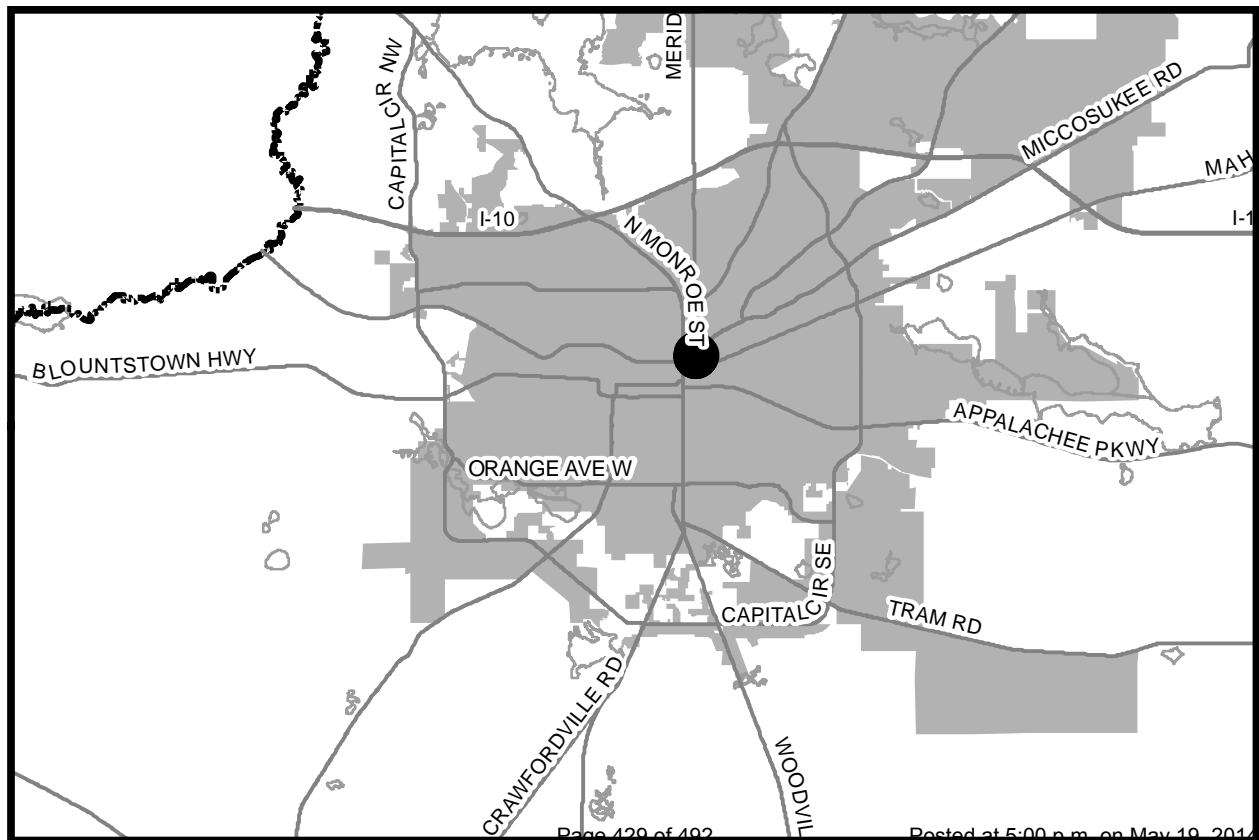
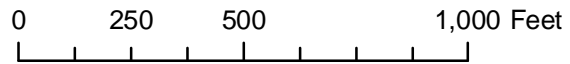
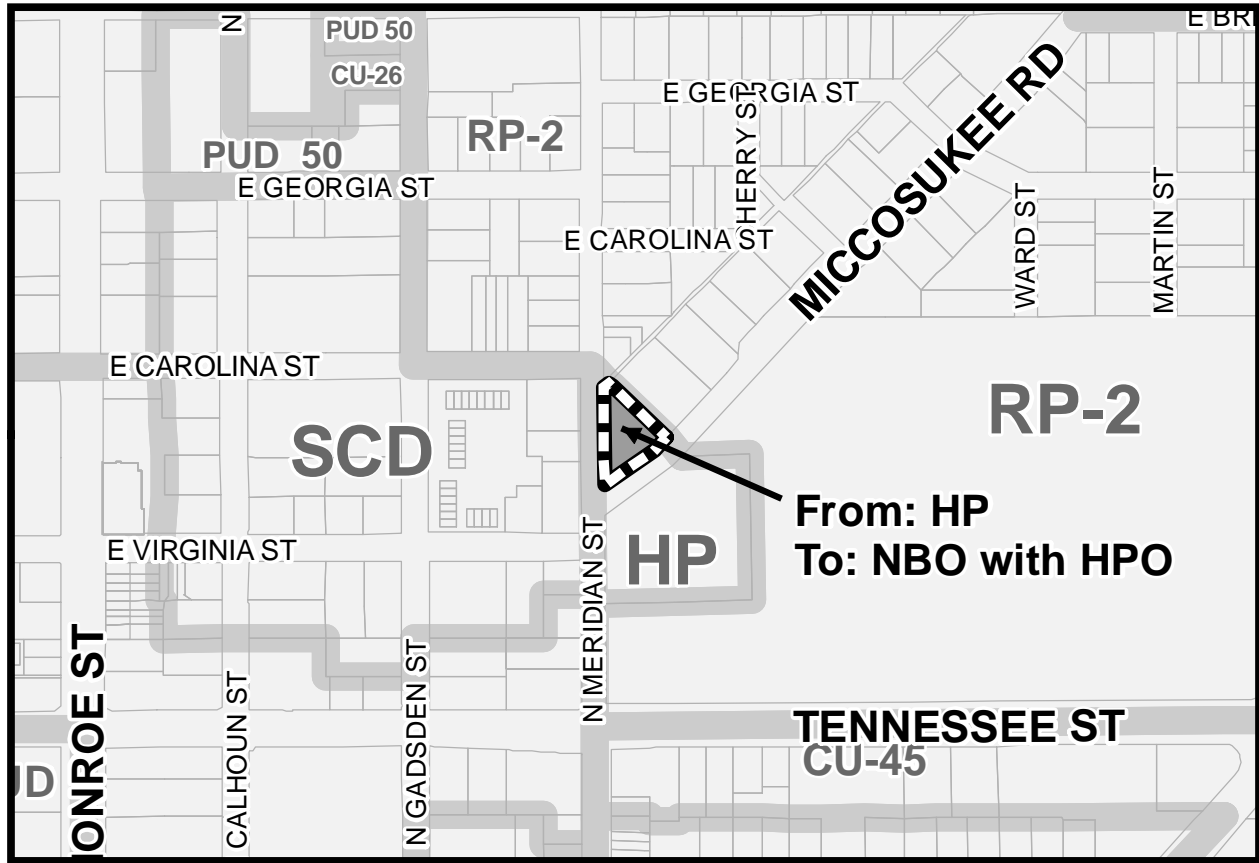
James O. Cooke, IV
City Treasurer Clerk

Lewis E. Shelley, City Attorney

EXHIBIT A

180 Consulting Rezoning

PRZ #130020



GENERAL LOCATION MAP

CITY OF TALLAHASSEE

CITY COMMISSION AGENDA ITEM

ACTION REQUESTED ON:	May 27, 2014
SUBJECT/TITLE:	First of Two Public Hearings on Ordinance No. 14-Z-22: Proposed Amendment to the Official Zoning Map from Lake Protection and Residential Preservation -1 to Open Space.
TARGET ISSUE:	N/A

STATEMENT OF ISSUE

First of two Public hearing on Ordinance No. 14-Z-22 (Attachment # 1); Proposed Amendment to the Official Zoning Map from the Lake Protection (LP) and Residential Preservation -1 (RP-1) zoning districts to the Open Space (OS) zoning district on three parcels totaling approximately 858 acres located east of Meridian Road between Maclay and Miller Landing roads. This rezoning implements Comprehensive Plan map amendment PCM140109, which is proposed for adoption on May 27, 2014.

RECOMMENDED ACTION

Option 1: Conduct the first public hearing on proposed Ordinance No. 14-Z-22 amending the Official Zoning Map from the Lake Protection (LP) and Residential Preservation -1 (RP-1) zoning districts to the Open Space (OS) Zoning District. Schedule the second and final public hearing for June 25, 2014.

FISCAL IMPACT

No fiscal impacts identified.

For information, please contact: Stephen Hodges at (850) 891-6400

SUPPLEMENTAL MATERIAL/ISSUE ANALYSIS

HISTORY/FACTS & ISSUES

The proposed ordinance will rezone the subject parcel from the Lake Protection (LP) and Residential Preservation -1 (RP-1) zoning districts to the Open Space zoning district. The parcels (shown on Attachment #1) are the subject of an amendment (Map PCM140109) to the Comprehensive Plan during Cycle 2014-1. The City Commission and the Leon County Board of County Commissioners will vote on an ordinance adopting the amendment (Map PCM140109), as well as other Comprehensive Plan amendments, on May 27, 2014. The Comprehensive Plan amendment ordinance scheduled for public hearing during the May 27, 2014 joint City/County Comprehensive Plan Adoption Hearing is a companion ordinance to this rezoning, and adopts the proposed PCM140109 Comprehensive Plan map amendment. If these two Ordinances are adopted as scheduled, they will become effective on approximately July 7, 2014.

This rezoning is in a posture for final action by the City Commission. The Planning Department and City Treasurer-Clerk's Office advertised the application consistent with State Statutes and the Land Development Code.

OPTIONS

1. Conduct the first public hearing on proposed Ordinance No. 14-Z-20 amending the Official Zoning Map from the Lake Protection (LP) and Residential Preservation -1 (RP-1) zoning districts to the Open Space (OS) Zoning District. Schedule the second and final public hearing for June 25, 2014.
2. Provide staff alternative direction.

ATTACHMENTS/REFERENCES

1. Ordinance No. 14-Z-22

ORDINANCE NO. 14-Z-22

AN ORDINANCE OF THE CITY OF TALLAHASSEE, FLORIDA DESIGNATING AND INCLUDING ADDITIONAL TERRITORY AS AND IN THE OPEN SPACE (OS) ZONING DISTRICT ON THE OFFICIAL ZONING MAP OF THE CITY OF TALLAHASSEE ADOPTED AND ESTABLISHED BY THE CITY COMMISSION; AND PROVIDING AN EFFECTIVE DATE.

BE IT ENACTED BY THE PEOPLE OF THE CITY OF TALLAHASSEE,
FLORIDA, AS FOLLOWS:

SECTION 1: On May 27, 2014, the City Commission approved an Ordinance which adopted Comprehensive Amendment #PCM140109. To implement plan amendment #PCM140109, the property, which is the subject of that amendment, as shown in Exhibit A attached hereto, must be rezoned. Accordingly, the following described part or area of the City of Tallahassee and the same is hereby changed from Lake Protection (LP) & Residential Preservation (RP-1) Zoning District is hereby designated and established as Open Space (OS) Zoning District on the official zoning map of the City of Tallahassee adopted and established by the City Commission.

PRZ140005: From Lake Protection (LP) and Residential Preservation -1 (RP-1) zoning districts to the Open Space zoning district:

The property shown as Lake Protection and Residential Protection - 1 on the map attached hereto as Exhibit A.

SECTION 2. The Mayor and City Treasurer-Clerk are hereby directed to designate and include the above-described area in the City of Tallahassee on the official zoning map of the City of Tallahassee adopted and established by the City Commission.

SECTION 3. All ordinances or parts of ordinances in conflict herewith be and the same are hereby repealed.

SECTION 4. If any provision or portion of this ordinance is declared by any court of competent jurisdiction to be void, unconstitutional, or unenforceable, then all remaining provisions and portions of this ordinance shall remain in full force and effect.

SECTION 5. The effective date of this ordinance shall be the effective date of comprehensive plan amendment PCM140109.

INTRODUCED in the City Commission on the 14th day of May, 2014.

PASSED the City Commission on the _____ day of _____, 2014.

CITY OF TALLAHASSEE, FLORIDA

John Marks, Mayor

ATTEST:

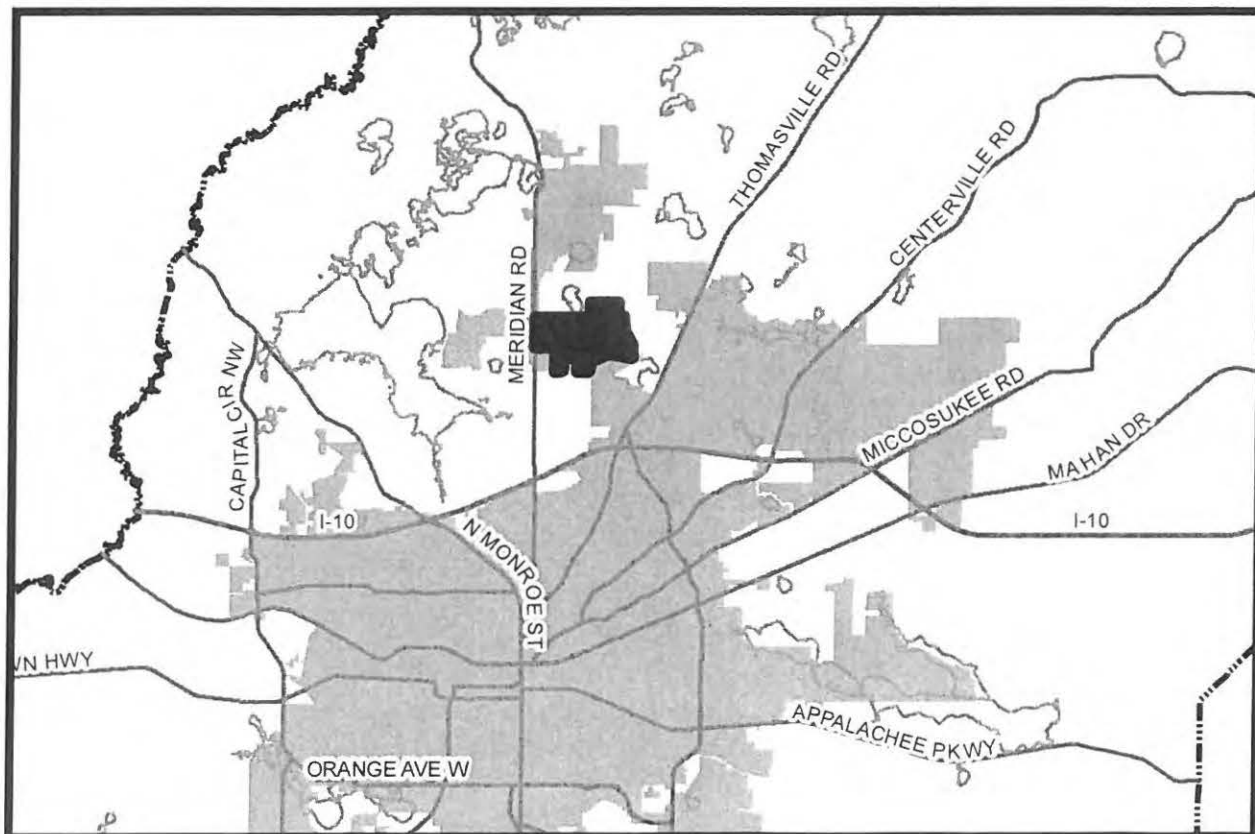
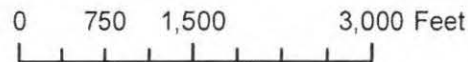
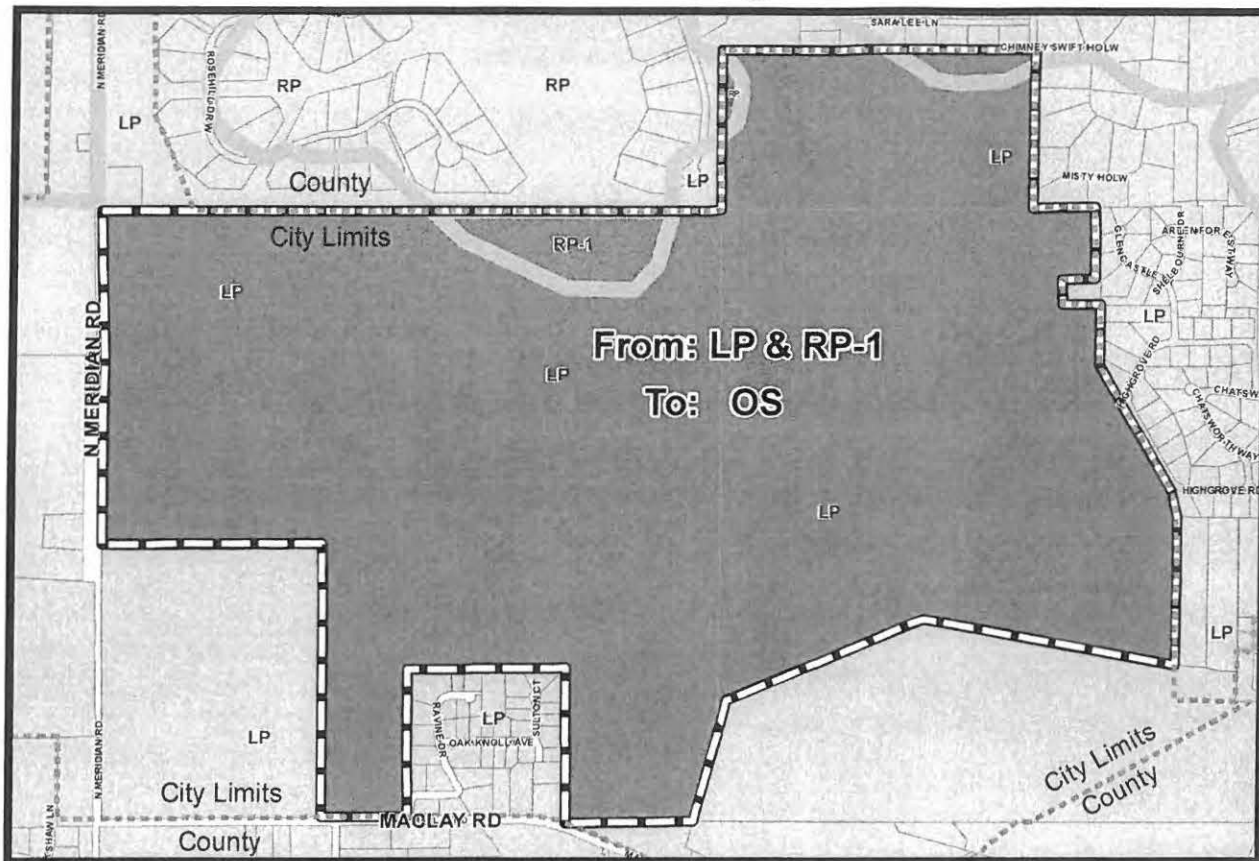
APPROVED AS TO FORM:

James O. Cooke, IV
City Treasurer Clerk

Lewis E. Shelley, City Attorney

Exhibit A Lake Overstreet Addition Rezoning

PRZ #140005



ATTACHMENT #9
STAFF REPORT – PCM140102

MAP AMENDMENT #: PCM140102

APPLICANT: Tallahassee-Leon County Planning Department

TAX I.D. # s: 11-32-20-415-0000 and 11-32-20-416-0000 (±7.24 acres)

CITY X COUNTY

CURRENT DESIGNATION: Urban Residential -2 (UR-2)

REQUESTED DESIGNATION: Planned Development (PD)

DATE: January 8, 2014

PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCM140102

A. SUMMARY:

This is a request to change the Future Land Use Map from Urban Residential-2 (UR-2) to Planned Development (PD) on two parcels totaling 7.24 acres located at the intersection of Blair Stone Road and Governors Square Boulevard on the eastside. The existing Urban Residential-2 category allows a variety of housing types (up to 20 units per acre), but does not permit office and commercial development. The Planned Development future land use category is intended for a mixed of land uses, including residential, office, and commercial development. The subject site is part of Governor's Park Corners, a 31-acre mixed use development established through a 163 Development Agreement. With regards to the subject parcels, the Development Agreement allows office and multi-family uses on the parcels. However, during the Comprehensive Plan Reform Project in 2007, the parcels were erroneously placed in the Urban Residential-2 land use category which does not allow some of the uses authorized in the Development Agreement. This amendment will correct the error by designating the parcels with the appropriate Planned Development future land use category.

In addition to this amendment, a Planned Unit Development (PUD) rezoning application is proposed for submittal by the property owner in the near future. The property owner supports the proposed amendment.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

Staff recommends that this amendment be approved for the following reasons:

1. In 2007, the subject parcels were erroneously placed in the Urban Residential-2 land use category during the Comprehensive Plan Reform Project. This designation was not an appropriate category because the parcels were part of a target planning area proposed for

a mix of uses, including residential, office and commercial development. While the existing Urban Residential- 2 allows for a variety of housing types, it does not permit office and commercial uses.

2. The subject parcels are part of Governor's Park Corners, a 31-acre mixed use development established through a 163 Development Agreement (DA) with the City of Tallahassee and the property owner. With regards to the parcels, the Development Agreement allows for office and multi-family uses. The proposed amendment will restore the development potential of the parcels under the DA and eliminate the inconsistency between the Future Land Use Map designation and the proposed use of the parcels.
3. The proposed Planned Development category is consistent with the current land use patterns in the area and the mix of uses proposed for the parcels. Land uses near the site include office, retail, commercial, recreation and mixed housing types.

C. APPLICANT'S REASON FOR THE AMENDMENT:

This map amendment has been initiated by the Tallahassee-Leon County Planning Department to correct a mapping error that occurred during the Comprehensive Plan Reform project. Comprehensive Plan Reform re-designated over 28,000 parcels from Mixed Use into new future land use categories. Because of the magnitude of the project, an error was made and the subject properties were affected. During Comp Plan Reform, the properties were changed from Mixed Use C to Urban Residential- 2, which was not an appropriate designation based on the proposed use of the parcels under an existing Development Agreement for which the two parcels are included.

D. STAFF ANALYSIS:

Location and Existing Adjacent Land Uses

The subject site consists of two vacant parcels located at the intersection of Blairstone Road and Governors Square Boulevard on the eastside. Adjacent land uses include multifamily housing and open space (the future Governors Park) to the south and north and east of the parcels and Blairstone Road to the west. Governor's Square Mall is also located across the street from the site.

The subject parcels have a current Future Land Use Map designation of Urban Residential- 2 and a zoning designation of Target Planning Area. The area is within the City and the Urban Service Area but is just outside the Multimodal Transportation District (MMTD).

Current Future Land Use Map Designation: Urban Residential-2

Land Use Policy 2.2.24 establishes the Urban Residential-2 land use category. The primary intent of this category is to encourage a wide range of housing densities to promote infill

development and efficient use of infrastructure. The category may also serve as a transition between lower density residential land use categories and more intense development. Under this category, townhouses, single-family detached, two-family, multiple-family dwellings, as well as community facilities related to residential uses are allowed, while office and commercial development are not permitted.

Proposed Future Land Use Map Designation: Planned Development

Land Use Objective 6.1 establishes the Planned Development land use category. Prior to Comprehensive Plan Reform in 2007, this land use category was called “Target Planning Area”. This category was assigned to large, undeveloped tracts of land for which more detailed planning was required to establish the most appropriate mix and arrangement of uses. The requested Planned Development category allows for a mix of land uses, including a variety of residential unit types up to 20 units per acre, and complementary non-residential uses. Under the category, the appropriate mix of uses will be established at the time of development through the development of regional impact and/or Planned Unit Development processes.

Major Planning Issues Analysis

The vicinity of the subject site is comprised of several development patterns, including Activity Center, Urban Residential and Open Space. The areas adjacent to the subject site consist of metes and bounds parcels that are part of a targeted planning area. Included nearby are also multi-family units in the form of apartments. Immediately west of Blairstone Road is an activity center that includes Governor’s Square Mall.

The subject properties were previously in the Mixed Use future land use category and as a result of Comprehensive Plan Reform were placed in Urban Residential- 2. The difference between the Mixed Use category and Urban Residential - 2 is the prohibition of retail, office or light industrial uses. Comprehensive Plan Map Amendment 2006-2-M-010 implemented the future land use map recommendations identified in the Comprehensive Plan Reform Report by the Planning Department and the consultant who worked on the project. The amendment eliminated the Mixed Use designation from the Future Land Use Map and replaced it with clearer categories to provide better guidance as to how the community would develop. These categories included Residential Preservation, Urban Residential- 2, University Transition, Suburban, and Planned Development. The Comp Plan Reform amendment involved over 28,000 parcels, and because of the size of the project, an error was made and the subject properties were inadvertently assigned to an inappropriate category.

Staff surmises that the subject site was assigned to the Urban Residential- 2 land use category because it was adjacent to a multi-family apartment complex and consisted of two vacant parcels. However, the designation was not appropriate because the properties were part of a target planning area and Development Agreement that provided for a mix of uses, including office and commercial. The subject site is a part of Governor’s Park Corner, a 31-acre mixed use development established through a 163 Development Agreement with the City of Tallahassee and the property owner. With regards to the subject properties, the Development Agreement allows office and multi-family uses on the properties. The proposed amendment will restore the

development rights of the properties under the Development Agreement and eliminate the inconsistency between the Future Land Use Map designation and the proposed use of the properties.

E. ENVIRONMENTAL FEATURES & IMPACT ON INFRASTRUCTURE:

1. Environmental Features: The subject property is within the Lake Lafayette drainage basin. Although the two subject parcels are heavily forested, the County's environmentally sensitive maps currently indicate no protected or other significant environmental features onsite. An onsite Natural Features Inventory may reveal the presence of other unknown environmental features.
2. Water/Sewer: City water and sewer are available to the area.
3. Transportation:

Transit Availability: The surrounding area and subject parcels are serviced by Star Metro, along Park Avenue and Governor Square Mall.

Bicycle/Pedestrian Facilities Availability: For the most part, the area of the request is serviced with sidewalks and bicycle lanes, including the majority of Blairstone Road in the vicinity of the request. The exception is the area adjacent to the subject site south of Governor's Square Boulevard on Blairstone Road.

Transportation Analysis and Conclusion:

Blairstone Road is a major collector road. The subject site is within the City and the Urban Service Area but just outside the Multimodal Transportation District. Policy 1.2.2 of the Capital Improvements Element requires that future development shall pay for its proportional share of the capital improvements needed to address the impact of such development. If deficiencies are anticipated, local government may use a "significant benefit" approach to assess proportionate fair-share mitigation in order to schedule improvements addressing the identified deficiency (ies) on the impacted facility (ies) to meet the requirements for financial feasibility. Future development on the subject site can mitigate under this policy by paying its proportional share of any needed improvements to provide sufficient capacity into the Significant Benefits account for this area of the County. Preliminary traffic impact analysis was provided as part of the Development Agreement pertaining to the subject site. However, as part of the development of a Planned Unit Development, the property owner will be required to specifically identify allowable land uses, their densities and intensities, all specific impacts from this proposed development, the phasing of development and any required infrastructure or other mitigation, including transportation impacts.

Schools: The subject site is in the Apalachee, Fairview and Rickards school attendance zones. As the existing and requested future land use categories both allow up to 20 dwelling units per acre, there is no increase in potential students based on the maximum residential development allowed under the requested category. Final school concurrency calculations will be conducted in the future when a site plan for proposed development is submitted.

F. CONCLUSION:

Based on the above data and analysis, staff concludes the following:

1. In 2007, the subject parcels were erroneously placed in the Urban Residential-2 land use category during the Comprehensive Plan Reform Project. This designation was not an appropriate category because the parcels were part of a target planning area proposed for a mix of uses, including residential, office and commercial development. While the existing Urban Residential-2 allows for a variety of housing types, it does not permit office and commercial uses.
2. The subject parcels are part of Governor's Park Corners, a 31-acre mixed use development established through a 163 Development Agreement (DA) with the City of Tallahassee and the property owner. With regards to the parcels, the development Agreement allows for office and multi-family uses. The proposed amendment will restore the development potential of the parcels under the DA and eliminate the inconsistency between the Future Land Use Mad designation and the proposed use of the parcels.
3. The proposed Planned Development category is consistent with the current land use patterns in the area and the mix of uses proposed for the parcels. Land uses near the site include office, retail, commercial, recreation and mixed housing types.

Thus, based on the data, analysis, and conclusions, staff is recommending approval of this amendment.

ATTACHMENT #10
STAFF REPORT – PCM140103

PCM140103

MAP AMENDMENT #: PCM140103

APPLICANT: Leon County Board of County Commissioners

TAX I.D. # s:

Original Request: 21-19-51-049-1100, 21-19-51-051-1110, 21-19-51-051-1111 (±23.50 acres)

Staff Recommended Expansion Parcel: 21-19-55 A0010 (±6.06 acres)

CITY X COUNTY X

CURRENT DESIGNATION: Industrial

REQUESTED DESIGNATION: Suburban

DATE: February 13, 2014

PRELIMINARY STAFF RECOMMENDATION: Approve the amendment as expanded to include 4 properties and 29.56 acres.

A. SUMMARY:

This is a request to change the Future Land Use Map designation from "Industrial" to "Suburban" on three parcels totaling 23.50 acres located at Capital Circle Northwest, between Tharpe Street and the Northwest Passage. Staff also recommends expanding the boundary of the proposed change to incorporate one additional developed parcel to the south of the request that is currently designated as Industrial. The existing Industrial category is intended to be the proper location for storage, manufacturing, distribution, and wholesaling activities with the potential for producing detectable negative off-site impacts (such as smoke, dust, particulate matter, noxious gases, noise, and vibration). The Industrial category also accommodates uses that have considerable impacts on infrastructure and utilities and is intended to be located with access and facilities for truck and/or rail shipment, transfer, or delivery.

Two of the parcels, at this location, have been developed with structures not designed for industrial use (the Moose Lodge and a vacant retail building) and the rear of the third parcel is adjacent to Crescent Hills subdivision and condominiums. The fourth, staff recommended expansion parcel, is located in the City Limits and consists of a commercial park. The proposed Suburban category is more consistent with the existing development patterns, current uses, and expected future development demands. The category allows for a variety of office, retail and commercial uses and housing up to 20 units per acre. The property owners of the subject site have expressed an interest in this amendment to help expand economic opportunities and for the protection of their current uses. On September 24, 2013, the Board of County Commissioners initiated this amendment to further the following strategic initiative:

(EC2) - "Identify revisions to future land uses which will eliminate hindrances or expand opportunities to promote and support economic activity (rev.2013)."

In addition, an implementing rezoning application has been filed concurrent with this amendment requesting a zoning change from Industrial to Commercial Parkway (CP) for the three parcels located in the County and Light Industrial (M-1) for the parcel located in the City.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The proposed change for the 4 properties is consistent with the Comprehensive Plan in that it concentrates development into a location that offers the greater opportunity for higher density and mixture of uses consistent with the Urban Service Area policies.
2. The proposed change furthers several strategies and recommendations from the Board of County Commissioners FY2012 & FY2013 Strategic Initiatives, including Strategic Priority (EC2) “Support business expansion and job creation....” and Strategic Initiative (EC2) “Identify revisions to future land uses which will eliminate hindrances or expand opportunities to promote and support economic activity.”
3. The subject parcels are within an urban node currently providing commercial/retail uses for nearby neighborhoods. Such nodes can be characterized by a mix of higher intensity services and uses, more dense housing choices, easy access to mass transit, and increased walkability made possible by an interconnected sidewalk system.
4. The proposed Suburban category is consistent with the mix of land use patterns in the area. Land uses near the site include office, commercial, and mixed housing densities. The subject site is also in close proximity to shopping and employment opportunities and is served by transit, sidewalks, and central water and sewer, all of which promote the intent of the category.

C. APPLICANT’S REASON FOR THE AMENDMENT:

This amendment furthers Board of County Commissioners Strategic Initiative # EC2 to “identify revisions to future land uses which will eliminate hindrances or expand opportunities to promote and support economic activity (rev. 2013).” The proposed amendment will support the expansion and redevelopment of the subject sites and provide a future land use category that is consistent with the development patterns and existing uses in the area. The subject parcels are owned by Earnest Steele and the Loyal Order of Moose. The three parcels are located in unincorporated Leon County and have frontage on Capital Circle Northwest. Two of the parcels have been developed with structures not designed for industrial use (the Moose Lodge and a glass front retail type building), and the back of the third parcel is adjacent to the Crescent Hills subdivision and condominiums. The subject property owners have expressed an interest in this amendment to help expand opportunities for economic activity, and to protect their current uses.

D. STAFF ANALYSIS:

At their December 2012 Retreat, the Board of County Commissioners amended an existing strategic initiative to include “identifying revisions to future land uses which will eliminate hindrances or expand opportunities to promote and support economic activity.” Specifically,

staff was asked to examine the Industrial zoned lands, and uses allowed in Industrial and Light Industrial districts. The proposed amendment furthers this strategic initiative of the Board. It is also consistent with the Comprehensive Plan in that it concentrates development into a location that offers the greater opportunity for higher density and mixture of uses consistent with the Urban Service Area policies.

The Industrial future land use category is intended to be the proper location for storage, manufacturing, distribution, and wholesaling activities with the potential for producing detectable negative off-site impacts (such as smoke, dust, particulate matter, noxious gasses, noise, and vibration). It also accommodates uses that have considerable impacts on infrastructure and utilities and is to be located with access and facilities for truck and/or rail shipment, transfer, or delivery. Ancillary commercial uses such as offices, childcare, and restaurants, designed and limited to serve persons working in the district are allowed. Other commercial uses are not allowed because they have the potential to encroach upon or displace industrial uses, for which appropriate locations are at a premium.

Staff has been in contact with two land owners with property currently located in the Industrial district adjacent to Capital Circle Northwest. These owners have expressed an interest in a Comprehensive Plan amendment and rezoning to a different district to help expand opportunities for economic activity and for protection of their current uses. The properties are owned by Mr. Earnest Steele and the Loyal Order of Moose. The three parcels are located in the unincorporated County and have frontage on Capital Circle Northwest. Two of the parcels have been developed with structures not designed for industrial use (the Moose Lodge, and a glass front retail type building) and the back of the third parcel is adjacent to the Crescent Hills subdivision and condominiums.

In staff's review of the subject site and surrounding area, it was noted that an additional parcel would be appropriate for consideration in this amendment request because of its location and current use. The parcel is in the City limits and is located immediately south of the subject site. The parcel (ID 21-19-55 A0010) consists of a commercial park with warehousing, office, and light industrial uses more appropriate for the Suburban future land use category. The parcel is owned by Huntley Park LLC and consists of approximately 6.06 acres. The property owner representative has informed staff that he would like to be included in the proposed amendment, and staff has expanded the proposed amendment to include the site (see current uses map in the introductory map set to this report).

Removing acreage from the Industrial district is to be approached with attention. It is generally accepted that establishing new Industrial areas is very difficult due to the potential for off-site impacts from the types of uses allowed. There are currently 490 acres of Industrial lands in Leon County (including City Limits). This is down from 972 acres when the district was established in 1991, a 50% decrease. While much of this may have been necessary to correct the less than anticipated need for Industrial land, it is worth noting this decrease. The following table provides information on the existing acres of Industrial land in unincorporated Leon County and the City of Tallahassee. The table provides additional information regarding the presence of wetlands and vacant areas in the Industrial district. The proposed amendment for the Steele and Moose properties is a total of 23.5 acres, 18 of which are vacant.

Table 1: Acres Data on Industrial Land in Leon County

Description	Acres
Total Industrial in Unincorporated Leon County	314
Total Industrial in City Limits	176
<i>Leon County Total Industrial</i>	<i>490</i>
Total Industrial less wetlands (Unincorporated)	294
Total Industrial less wetlands (City Limits)	135
<i>Leon County Total Industrial less wetlands</i>	<i>429</i>
Total Vacant Industrial (Unincorporated)	69
Total Vacant Industrial (City Limits)	101
<i>Leon County Total Vacant Industrial</i>	<i>170</i>
Total Vacant Industrial less wetlands (Unincorporated)	65
Total Vacant Industrial less wetlands (City Limits)	74
<i>Leon County Total Vacant Industrial less wetlands</i>	<i>139</i>

Proposed Future Land Use Map Designation: Suburban

The proposed Suburban future land use category permits a wide range of uses from housing up to 20 units per acre to retail/office and light industrial uses. Land Use Element Policy 2.2.5 establishes the Suburban land use category to create an environment for economic investment or reinvestment through the mutually advantageous placement of employment and shopping opportunities with convenient access to low to medium density residential land uses. Employment opportunities should be located near residential areas, if possible within walking distance. The Suburban category predominantly consists of single-use projects that are interconnected whenever feasible. Mixed-use projects are encouraged, though not required.

Policy 2.2.5 also states that allowed land uses within Suburban are regulated by zoning districts which implement the intent of the category, and which recognize the unique land use patterns, character, and availability of infrastructure in the different areas within the Suburban Future Land Use Category. Business activities are not intended to be limited to serve area residents; and as a result may attract shoppers from throughout larger portions of the community. The proposed Suburban category is more consistent with the existing development patterns and current uses, and for future development.

If this proposed change is approved, a zoning change from Industrial to C-2 General Commercial is being requested to implement the amendment. The C-2 district is intended to be located in areas designated Suburban on the FLUM and shall apply to areas with direct access to major collectors or arterial roadways located within convenient travelling distance to several neighborhoods. The district is not intended to accommodate large scale commercial or service activities, but rather small groups of retail commercial, professional, office, and community and recreational services. The proposed zoning is consistent with the development patterns in the vicinity of the request and current development on two of the sites.

Updated Rezoning Information (2/13/2014)

Since the initial report to the Local Planning Agency, staff has determined that the C-2 zoning district for this area with the proposed zoning changes will exceed the allowed acreage for the district. In the Land Development Code, C-2 districts shall not exceed 30 acres or be located closer than ¼ mile to other C-1 or C-2 districts. The subject parcels are located between C-2 zoning to the north and the south. The current C-2 zoned parcels total 22.93 acres and include two parcels owned by Home Depot to the north and the First Commerce Credit Union to the south. Because of this, staff is amending the rezoning application for the amendment. Staff recommends the three parcels located in the County be rezoned from Industrial to Commercial Parkway (CP) and the parcel in the City be rezoned to Light Industrial (M-1). The CP zoning district is intended for areas exhibiting an existing development pattern of office, general commercial, retail, and automotive commercial development. Under the Suburban Future Land Use Map category, new CP districts shall have access to arterial or major collector streets. While, the three parcels located in the County all have access on Capital Circle and meet the CP access requirement, the parcel located within the City Limits does not. As noted previously, the parcel in the City is being recommended for M-1 zoning. The M-1 zoning district allows for indoor manufacturing, distribution, warehousing, auto repair, and office uses which are consistent with the current development and use of the site.

Lastly, the affected property owners have been informed of the rezoning amendment and support staff's recommendation.

E. ENVIRONMENTAL FEATURES & IMPACT ON INFRASTRUCTURE:

1. Environmental Features: The subject property is within the Lake Munson drainage basin. Although one of the three subject parcels (#21-19-51-051-1111) is heavily forested, county environmentally sensitive maps currently indicate no protected or other significant environmental features onsite. An onsite Natural Features Inventory may reveal the presence of other unknown environmental features.
2. Water/Sewer: City water and sewer are available to the area.
3. Transportation:

Transit Availability: The subject site and surrounding area are serviced by Star Metro. There are transit stops on each side of Capital Circle Northwest near the subject site.

Bicycle/Pedestrian Facilities Availability: There are sidewalks and bicycle lanes on each side of Capital Circle Northwest in the vicinity of the subject site.

Transportation Analysis and Conclusion: Capital Circle Northwest is a principle arterial roadway that has been recently improved with sidewalks, bike lanes and four lanes. Based on the highest and most intense use of the subject site under the proposed change to Suburban with C-2 zoning, 3,477.5 additional PM Peak Hour trips would be generated. However, transportation concurrency will be determined when a site plan for development is submitted in the future.

1. Schools: The subject site is in the Riley, Griffins and Godby school attendance zones.

School Name	Riley Elementary	Griffin Middle	Godby High
Potential Students Generated	55	22	18
Present Capacity	-174	419	290
Post Development Capacity	-229	397	272

The table above depicts preliminary calculations provided by School Board staff based on the maximum residential development allowed under the requested future land use category. Final school concurrency calculations will be conducted in the future when a site plan for proposed development is submitted.

F. CONCLUSION:

Based on the above data and analysis, staff concludes the following:

1. The proposed change for the four subject properties is consistent with the Comprehensive Plan in that it concentrates development into a location that offers the greater opportunity for higher density and mixture of uses consistent with the Urban Service Area policies.
2. The proposed change furthers several strategies and recommendations from the Board of County Commissioners FY2012 & FY2013 Strategic Initiatives, including Strategic Priority (EC2) “Support business expansion and job creation.....” and Strategic Initiative (EC2) “Identify revisions to future land uses which will eliminate hindrances or expand opportunities to promote and support economic activity.”
3. The subject parcels are within an urban node currently providing commercial/retail uses for nearby neighborhoods. Such nodes can be characterized by a mix of higher intensity services and uses, more dense housing choices, easy access to mass transit, and increased walkability made possible by an interconnected sidewalk system.
4. The proposed Suburban category is consistent with the mix of land use patterns in the area. Land uses near the site include office, commercial, and mixed housing densities. The subject site is also in close proximity to shopping and employment opportunities and is served by transit, sidewalks, and central water and sewer. All of which promotes the intent of the category.

Thus, based on the data, analysis, and conclusions, staff is recommending approval of this amendment.

ATTACHMENT #11
STAFF REPORT – PCM140104

MAP AMENDMENT #: PCM140104

APPLICANT: Tallahassee-Leon County Planning Department

TAX I.D. # s: 11-31-52- A-008-0; 11-31-52- A-010-0 (± 1.27 acres)

CITY X **COUNTY**

CURRENT DESIGNATION: Government Operational

REQUESTED DESIGNATION: Suburban

DATE: January 8, 2014

PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCM140104

A. SUMMARY:

This is a request to change the Future Land Use Map designation from “Government Operational” to “Suburban” for two parcels totaling ±1.27 acres; one property is owned by the Florida Transportation Builder’s Association, the other is owned by F. Alan Cummings and Joseph W. Lawrence. The properties are in a Historic Preservation Overlay, and will remain so. However, the existing Government Operational designation is not appropriate for these privately owned properties. The parcels are located south of Lafayette Street within the DeSoto Park Drive cul-de-sac, in close proximity to existing state-owned buildings and historical sites that will remain in the Government Operational designation. The owners of the parcels support the proposed amendment.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The existing Government Operational designation is not appropriate for these privately owned properties.
2. Approval of this amendment is not expected to have adverse effects on public facilities.
3. The Historic Preservation Overlay will be maintained over the properties.
4. The requested change to the Suburban category is consistent with current development along Lafayette Street.

C. APPLICANT’S REASON FOR THE AMENDMENT:

The Tallahassee-Leon County Planning Department was made aware of various properties that are still in the Historic Conservation and Historic Preservation zoning districts. After the adoption of the new Historic Preservation Overlay in February 1993, these zoning districts became obsolete. In order to provide an appropriate zoning district, an appropriate Future Land Use Map designation must also be provided.

D. STAFF ANALYSIS:

Current Future Land Use Map Designation & Zoning District

The parcels (\pm 1.27 acres) currently have a Government Operational Future Land Use Map designation and the now defunct Historical Preservation (HP) zoning district. This property is inside the Urban Service Area.

Government Operational Future Land Use

The Government Operational future land use category (Policy 2.2.16 in the Land Use Element) allows Community Services, Light Infrastructure, Heavy Infrastructure, and Post-Secondary schools, that provide for the operation of and provision of services on property owned or operated by local, state and federal government. The government facilities may include services and uses provided by private entities operating on property owned by the local, state, or federal government. These facilities include, but are not limited to:

Airports*	Offices
Correctional Facilities	Outdoor Storage Facilities
Courts	Police/Fire Stations
Electric Generating Facilities	Sanitary Sewer Percolation Ponds
Electric Sub-Station	Sanitary Sewer Pump Stations
Health Clinics	Sanitary Sewer Sprayfields
Libraries	Vehicle Maintenance Facilities
Incinerators	Waste to Energy
Materials Recovery Facilities	Water Tanks
Museums	Water Treatment Plants
Postal Facilities	Water Wells

*Includes services and uses provided by private entities that are commonly located at commercial service airports.

Historic Preservation Zoning District

This zoning district is now defunct. As a result, there are no development standards or permissible uses associated with the zoning district.

Proposed Future Land Use Map Designation & Zoning District

Suburban Future Land Use

The intent of the Suburban Land Use category is to create an environment for economic investment or reinvestment through the mutually advantageous placement of employment and shopping opportunities with convenient access to low to medium density residential land uses. Employment opportunities should be located near residential areas, if possible within walking distance.

Office Residential-2 Zoning District

The intent for the Office Residential-2 zoning district is to promote urban density and intensity of residential and office uses and the mixing of permitted uses to promote the use of public transit and the efficient use of public infrastructure. A variety of housing types, compatible non-retail activities of moderate intensity, retail commercial activities (limited to the ground floor), and certain community and recreational facilities related to office or residential uses are permitted in the Office Residential-2 district. The zoning district allows for a variety of uses which include but are not limited to the following:

1. Banks and other financial institutions.
2. Broadcasting studios.
3. Community facilities related to office or residential facilities.
4. Day care centers.
5. Golf courses.
6. Hotels and motels, including bed and breakfast inns.
7. Medical and dental offices and services, laboratories, and clinics.
8. Multiple-family dwellings.
9. Non-medical offices and services, including business and government offices and services.
10. Nursing homes and other residential care facilities.

Reasons for Changing Future Land Use Map Designation & Zoning District

The properties are privately owned, but are currently designated as Government Operational on the Future Land Use Map. Policy 2.2.16 in the Tallahassee-Leon County Comprehensive Plan states Government Operational can be implemented in areas that "...provide for the operation of and provision of services on property owned or operated by local, state and federal government. The government facilities may include services and uses provided by private entities operating on property owned by the local, state, or federal government." The properties are currently used as offices.

The Office Residential -1 & Neighborhood Boundary Office zoning districts were considered for this site. However, the properties exceed the intensity standards for non-residential structures established by both districts. Changing the Future Land Use Map designation to Suburban with the Office Residential-2 zoning district will be more reflective of the current use of the property and provide appropriate development standards and uses.

Historic Preservation Overlay

The properties are within a Historical Preservation Overlay (HPO). According to Sec. 10-317 of the Tallahassee Land Development Code:

"The HPOs shall be added to: properties listed in the Local Register of Historic Places, all properties zoned HC by the city, and any HPO districts in the city and county. Properties listed on the National Register of Historic Places within the downtown special character districts shall also be zoned with an HPO. The underlying zoning district and permitted uses in the HPO areas shall remain undisturbed by the creation of an HPO..."

The proposed rezoning will include a Historic Preservation Overlay.

Limited Use Site Plan

In 1986, the Desoto Park Drive area was provided with the Historical Preservation zoning district along with a Limited Use Site Plan. Ordinance No. 85-0-2558 designated the subject parcels as an “Historical and Cultural Conservation Limited Use Plan (Principal Uses: business offices and services; single family dwellings; non-medical offices and services; Restricted Uses – sales lease, rental of business machines and accessory uses – customary accessory uses and structures incidental to one or more permitted uses and structures) on the official planning zoning map of the City of Tallahassee...” While the Historic Preservation zoning district was dissolved and was replaced with the Historic Preservation Overlay in 1993, the Limited Use Site Plan guidelines and restrictions are still valid.

E. ENVIRONMENTAL FEATURES & IMPACT ON INFRASTRUCTURE:

1. Environmental Features:

The subject properties are within the Lake Munson drainage basin. County environmentally sensitive maps currently indicate no protected or other significant environmental features onsite. A small area of severe and significant grades is located on the northern edge of the two subject parcels where they meet Lafayette Street. However, these are manmade. An onsite Natural Features Inventory may reveal the presence of other unknown environmental features.

2. Water/Sewer: City water and sewer service are presently available for the subject parcel.

3. Other:

Roads: East Lafayette Street is a minor collector and its Level of Service (LOS) is “D \ E.”

Bicycle/Pedestrian Facilities Availability: Sidewalks are available along East Lafayette Street.

Mass Transit Availability: The subject properties and surrounding area are serviced by Star Metro’s Tall Timbers Route.

4. Schools:

The subject site is in the Hartsfield, Fairview, and Rickards school attendance zones. School concurrency calculations will be conducted in the future is a new site plan for proposed development is submitted.

F. CONCLUSION:

Based on the above data and analysis, Planning Department staff concludes the following:

1. The existing Government Operational designation is not appropriate for these privately owned properties.
2. Approval of this amendment is not expected to have adverse effects on public facilities
3. The Historic Preservation Overlay will be maintained over the properties.
4. The requested change to the Suburban category is consistent with current development along Lafayette Street.

Based on this analysis and its conclusions, Planning Department staff recommends approval of this amendment.

ATTACHMENT #12
STAFF REPORT – PCM140105

MAP AMENDMENT #: PCM140105

APPLICANT: Tallahassee-Leon County Planning Department

TAX I.D. # s: 11-31-46-000-001-0 (\pm 0.39 acres)

CITY X **COUNTY**

CURRENT DESIGNATION: Government Operational

REQUESTED DESIGNATION: Neighborhood Boundary

DATE: January 8, 2014

PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCM140105

A. SUMMARY:

This is a request to change the Future Land Use Map designation from “Government Operational” to “Neighborhood Boundary” for one parcel totaling \pm 0.39 acres owned by Don Yaeger Properties, LLC. The property is within a Historic Preservation Overlay, and will remain so. However, the existing Government Operational designation is not appropriate for this privately owned property. The parcel is located north of the intersection of North Meridian Street and Miccosukee Road. The owner of this parcel supports the proposed amendment.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The existing Government Operational designation is not appropriate for the privately owned property.
2. Approval of this amendment is not expected to have adverse effects on public facilities.
3. The Historic Preservation Overlay will be maintained over the property.
4. The requested change to Neighborhood Boundary is consistent with current development near the Miccosukee and North Meridian Street intersection. Residential and office uses are located within the vicinity of the subject property.

C. APPLICANT’S REASON FOR THE AMENDMENT:

The Tallahassee-Leon County Planning Department was made aware of various properties that are still in the Historic Conservation and Historic Preservation zoning districts. After the adoption of the new Historic Preservation Overlay in February 1993, these zoning districts became obsolete. In order to provide an appropriate zoning district, an appropriate Future Land Use Map designation must also be provided.

D. STAFF ANALYSIS:

Current Future Land Use Map Designation & Zoning District

The parcel (\pm 0.39 acres) currently has a Government Operational Future Land Use Map designation and the now defunct Historical Preservation (HP) zoning district. This property is inside the Urban Service Area.

Government Operational Future Land Use

The Government Operational future land use category (Policy 2.2.16 in the Land Use Element) allows Community Services, Light Infrastructure, Heavy Infrastructure, and Post-Secondary schools, that provide for the operation of and provision of services on property owned or operated by local, state and federal government. The government facilities may include services and uses provided by private entities operating on property owned by the local, state, or federal government. These facilities include, but are not limited to:

Airports*	Offices
Correctional Facilities	Outdoor Storage Facilities
Courts	Police/Fire Stations
Electric Generating Facilities	Sanitary Sewer Percolation Ponds
Electric Sub-Stations	Sanitary Sewer Pump Stations
Health Clinics	Sanitary Sewer Sprayfields
Libraries	Vehicle Maintenance Facilities
Incinerators	Waste to Energy
Materials Recovery Facilities	Water Tanks
Museums	Water Treatment Plants
Postal Facilities	Water Wells

*Includes services and uses provided by private entities that are commonly located at commercial service airports.

Historic Preservation Zoning District

This zoning district is now defunct. As a result, there are no development standards or permissible uses associated with the zoning district.

Proposed Future Land Use Map Designation & Zoning District

Neighborhood Boundary Future Land Use

The intent of the Neighborhood Boundary category is to create a transition area between residential development and more intensive development such as, higher density multi-family and higher intensity non-residential development while still preserving roadway capacity through access management practices. This land use category is intended to be adjacent to residential neighborhoods and is limited to locations on roads with high traffic volumes, and on the edges of existing and future residential neighborhoods.

Neighborhood Boundary Office Zoning District

The intent of the Neighborhood Boundary Office zoning district is to provide minor office opportunities serving the immediate area and higher intensity residential land uses while providing a transition between the residential development and more intensive development while still preserving roadway capacity through appropriate access management.

The Neighborhood Boundary Office zoning district allows for the following principal uses:

1. Offices (all types). Personal services, medical clinics, bail bonds, and payday loan offices are prohibited.
2. Multi-family Residential (any type except dormitories, fraternities and sororities) located on the second floor of a building containing the permitted office uses on the first floor.
3. Residential: Single family-attached dwellings; Single family – detached dwellings; and Two-family dwellings.
4. Other uses, which in the opinion of the Land Use Administrator, are of a similar and compatible nature to those uses described in this district. Noise and lighting impacts shall be considered when determining the eligibility of additional land uses.

Reasons for Changing Future Land Use Map Designation & Zoning District

The property is privately owned but is currently designated as Government Operational on the Future Land Use Map. Policy 2.2.16 in the Tallahassee-Leon County Comprehensive Plan states Government Operational can be implemented in areas that “...provide for the operation of and provision of services on property owned or operated by local, state and federal government. The government facilities may include services and uses provided by private entities operating on property owned by the local, state, or federal government.” This property is currently used as a consulting office. Changing the Future Land Use Map designation to Neighborhood Boundary with the Neighborhood Boundary Office (NBO) zoning district will be more reflective of the current use of the property and provide appropriate development standards and uses that protect the nearby residential areas.

Historic Preservation Overlay

The property is within a Historical Preservation Overlay (HPO). According to Sec. 10-317 of the Tallahassee Land Development Code:

“The HPOs shall be added to: properties listed in the Local Register of Historic Places, all properties zoned HC by the city, and any HPO districts in the city and county. Properties listed on the National Register of Historic Places within the downtown special

character districts shall also be zoned with an HPO. The underlying zoning district and permitted uses in the HPO areas shall remain undisturbed by the creation of an HPO...”

The proposed rezoning will include a Historic Preservation Overlay.

E. ENVIRONMENTAL FEATURES & IMPACT ON INFRASTRUCTURE:

1. Environmental Features:

The subject property is within the Lake Munson drainage basin. County environmentally sensitive maps currently indicate no protected or other significant environmental features onsite. A small area of severe and significant grades is located on the southern edge of the subject parcel where it meets Miccosukee Road. However, this is manmade. An onsite Natural Features Inventory may reveal the presence of other unknown environmental features.

2. Water/Sewer: City water and sewer service are presently available for the subject parcel.

3. Other:

Roads: North Meridian Road is a major collector and its Level of Service (LOS) is “D.” Miccosukee is a Minor Arterial and its LOS is “D.”

Bicycle/Pedestrian Facilities Availability: There are sidewalks available along the roads mentioned above.

Mass Transit Availability: The subject property and surrounding area are serviced by Star Metro’s Azalea Route.

4. Schools: The subject site is in the Sullivan, Cobb, and Leon school attendance zones. School concurrency calculations will be conducted in the future is a new site plan for proposed development is submitted.

F. CONCLUSION:

Based on the above data and analysis, Planning Department staff concludes the following:

1. The existing Government Operational designation is not appropriate for the privately owned property.
2. Approval of this amendment is not expected to have adverse effects on public facilities.
3. The Historic Preservation Overlay will be maintained over the property.
4. The requested change to Neighborhood Boundary is consistent with current development near the Miccosukee and North Meridian Street intersection. Residential and office uses are located within the vicinity of the subject property.

Based on this analysis and its conclusions, Planning Department staff recommends approval of this amendment.

ATTACHMENT #13
STAFF REPORT – PCM140106

MAP AMENDMENT #: PCM140106

APPLICANT: Tallahassee-Leon County Planning Department

TAX I.D. # s: 21-27-20-434-000-0 (\pm 63.35 acres)

CITY X **COUNTY**

CURRENT DESIGNATION (S): Residential Preservation, Open Space / Recreation, Suburban, University Transition

REQUESTED DESIGNATION: Government Operational (GO)

DATE: January 8, 2014

PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCM140106

A. SUMMARY:

This is a request to change the Future Land Use Map for Mission San Luis from Residential Preservation, Recreation and Open Space, Suburban and University Transition to Government Operational. The property is \pm 63.35 acres and is owned by the state of Florida. The subject site is located north of West Tennessee Street and west of Ocala Road. The Florida Division of Historical Resources supports this amendment.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The Government Operational category more accurately reflects the current use of the Mission San Luis site as a government owned history museum.
2. The Government Operational category and Government Operational-1 zoning district provides the appropriate development standards and permissible uses for the museum site.

C. APPLICANT'S REASON FOR THE AMENDMENT:

The Tallahassee-Leon County Planning Department initiated the amendment after State staff informed the Planning Department of the parcels' current Residential Preservation-1, University Transition, and Medium Residential-1 zoning, which are inconsistent with the current use of the site.

D. STAFF ANALYSIS:

Current Future Land Use Map Designations & Zoning Districts

The subject parcel (\pm 63.35 acres) currently has four Future Land Use Map categories: Residential Preservation, Open Space / Recreation, Suburban, and University Transition.

The area also has three zoning designations: Residential Preservation-1, University Transition and Medium Residential-1.

Residential Preservation Future Land Use

The primary function of Residential Preservation is to protect existing stable and viable residential areas from incompatible land use intensities and density intrusions. Future development primarily will consist of infill due to the built out nature of the areas. Commercial, including office as well as any industrial land uses, are prohibited.

Open Space / Recreation Future Land Use

The Recreation/Open Space category is intended to contain government owned lands which have active or passive recreational facilities, historic sites, forests, cemeteries, or wildlife management areas. Permitted uses include passive recreation and silviculture. Active recreation facilities are included if the site is within the USA or a rural community.

Suburban Future Land Use

The intent of the Suburban Land Use category is to create an environment for economic investment or reinvestment through the mutually advantageous placement of employment and shopping opportunities with convenient access to low to medium density residential land uses. Employment opportunities should be located near residential areas, if possible within walking distance.

University Transition Future Land Use

The University Transition land use category may only be applied to lands located generally within the rectangle created by the Florida State University main campus and Florida A & M University, Tallahassee Community College / Lively Technical Institute campuses and Innovation Park. The category is intended to be a compact land use category that provides higher density residential opportunities near the campuses, serving both to provide opportunities for student housing near the universities and to protect existing residential neighborhoods located away from the campuses from student housing encroachment.

Residential Preservation-1 Zoning District

The Residential Preservation zoning district is characterized by existing homogeneous residential areas within the community which are predominantly accessible by local streets. The primary function is to protect existing stable and viable residential areas from incompatible land uses and density intrusions. Commercial, retail, office and industrial activities are prohibited.

University Transition Zoning District

The University Transition zoning district is intended to be a compact land use category that provides higher density residential opportunities and student oriented services near the campuses; protect existing residential neighborhoods located away from the campuses from student housing encroachment; and transition industrial and lower density residential uses to vibrant urban areas.

Medium Residential-1 Zoning District

The Medium Residential-1 district is intended to achieve densities consistent with urban development, use of public transit, and efficient use of public infrastructure. Off-street parking facilities in the MR-1 district shall be located and designed to promote convenient access to pedestrian and mass transit facilities.

Proposed Future Land Use Map Designations & Zoning Districts

Government Operational Future Land Use

The Government Operational future land use category (Policy 2.2.16 in the Land Use Element) allows Community Services, Light Infrastructure, Heavy Infrastructure, and Post-Secondary schools, that provide for the operation of and provision of services on property owned or operated by local, state and federal government. The government facilities may include services and uses provided by private entities operating on property owned by the local, state, or federal government. These facilities include, but are not limited to:

Airports*	Offices
Correctional Facilities	Outdoor Storage Facilities
Courts	Police/Fire Stations
Electric Generating Facilities	Sanitary Sewer Percolation Ponds
Electric Sub-Stations	Sanitary Sewer Pump Stations
Health Clinics	Sanitary Sewer Sprayfields
Libraries	Vehicle Maintenance Facilities
Incinerators	Waste to Energy
Materials Recovery Facilities	Water Tanks
Museums	Water Treatment Plants
Postal Facilities	Water Wells

*Includes services and uses provided by private entities that are commonly located at commercial service airports.

Government Operational-1 Zoning District

The Government Operational-1 district is intended to be located in areas designated as Government Operational on the Future Land Use Map. The primary function of this district is to provide for the operation of and provision of services by local, state and federal government. The provisions of this district are intended to allow facilities that are defined within the Land Development Code as Community Services, Light Infrastructure and Post- Secondary uses. Principal uses within this zoning district include:

Courts	Police/ Fire Stations
Government Offices	Sanitary Sewer Pump Stations
Postal Facilities	Health Clinics
Water Wells	Electric Sub Stations
Water Tanks	Libraries
Museums	

Reasons for Changing Future Land Use Map Designations & Zoning Districts

The current Future Land Use Map category and zoning district designations do not reflect the current use of the property. The Government Operational Future Land Use category and Government Operational zoning district were recommended due to the archaeological infrastructure and operation of a public museum on the site.

E. ENVIRONMENTAL FEATURES & IMPACT ON INFRASTRUCTURE:

1. Environmental Features:

The subject property is within the Lake Munson drainage basin. County environmentally sensitive maps currently scattered severe and significant grades located around the perimeter of the subject parcel, particularly within the undeveloped northeastern area, and an approximately four-acre wetland area in the northeast corner of the parcel. An onsite Natural Features Inventory may reveal the presence of other unknown environmental features.

2. Water/Sewer: City water and sewer service are presently available for the subject parcel.

3. Other:

Roads: U.S. Highway 90 (West Tennessee Street) is a principal arterial and its Level of Service (LOS) is "D." Ocala Road is a major collector and its LOS is "D \ E."

Bicycle/Pedestrian Facilities Availability: There are sidewalks available along the roads mentioned above.

Mass Transit Availability: The subject property and surrounding area are serviced by Star Metro's Azalea Route.

4. Schools: Non-residential, no impact to schools.

F. CONCLUSION:

Based on the above data and analysis, Planning Department staff concludes the following:

1. The Government Operational category more accurately reflects the current use of the Mission San Luis site as a government owned history museum.
2. The Government Operational category and Government Operational-1 zoning district provides the appropriate development standards and permissible uses for the museum site.

Based on this analysis and its conclusions, Planning Department staff recommends approval of this amendment.

ATTACHMENT #14
STAFF REPORT – PCM140107

MAP AMENDMENT #: PCM140107

APPLICANT: Tallahassee-Leon County Planning Department

TAX I.D. # s: **The Grove:** 21-25-20-488-000-0; 21-25-20-419-000-0; **Governor's Mansion:** 21-25-45-000-003-0 ;21-25-20-419-000-1; 21-25-45-000-002-0; 21-36-40-173-386-5 (± 16.88 acres).

CITY X **COUNTY**

CURRENT DESIGNATION (S): **The Grove:** Recreation / Open Space; **Governor's Mansion:** Government Operational & Central Urban

REQUESTED DESIGNATION: **The Grove:** Government Operational; **Governor's Mansion:** Central Urban

DATE: March 13, 2014

PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCM140107

A. SUMMARY:

The Florida Department of Environmental Protection, Department of Management Services, and the Governor's Mansion Commission requested that proposed map amendment be modified to include the Governor's Mansion Greenhouse property and to designate all properties associated with the Mansion as "Central Urban." These properties were previously proposed for "Government Operational." However, as the surrounding private lands are designated as Central Urban and the Mansion does not have a need for the types of infrastructure allowed in the Government Operational category, the Planning Department is supporting the requested modification. The Grove would remain "Government Operational" in order to accurately reflect a restriction in the warranty deed limiting the use to a museum of Florida history.

This modified request is to change the Future Land Use Map designation for the Grove from "Recreation and Open Space" to "Government Operational" totaling 10.19 acres; to change the Future Land Use Map designations for the Governor's Mansion properties from "Government Operational" and "Central Urban" to only "Central Urban" on the four parcels totaling 6.69 acres. The total acreage for the properties in this amendment is ± 16.88 acres. The properties are bordered by North Duval Street to the west, North Monroe to the east, West 3rd Avenue to the North, and West Georgia Street to the south. The properties are owned by the state of Florida.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The Central Urban category more accurately reflects the current and planned uses of the Governor's Mansion and the Grove.

2. The proposed amendment and accompanying rezoning eliminate areas designated with the now obsolete "Historic Conservation" zoning district.
3. The Historic Preservation Overlay will be maintained over the properties, with the exception of the Governor's Mansion Greenhouse property.

C. APPLICANT'S REASON FOR THE AMENDMENT:

The Tallahassee-Leon County Planning Department was made aware of various properties that are still in the Historic Conservation and Historic Preservation zoning districts. After the adoption of the new Historic Preservation Overlay in February 1993, these zoning districts became obsolete. In order to provide an appropriate zoning district, an appropriate Future Land Use Map designation must also be provided.

D. STAFF ANALYSIS:

Current Future Land Use Map Designations & Zoning Districts

The Grove

The Grove is composed of two parcels totaling at 10.19 acres. Currently, the parcels have a Recreation/Open Space Future Land Use Map designation and Historical Conservation (HC) zoning district which is now defunct. This property is inside the Urban Service Area.

Recreation/Open Space Future Land Use

The Recreation/Open Space category contains government owned lands which have active or passive recreational facilities, historic sites, forests, cemeteries, or wildlife management areas. Permitted uses include passive recreation and silviculture. Active recreation facilities are included if the site is within the USA or a rural community.

Historic Conservation Zoning District

This zoning district is now defunct. As a result, there are no development standards or permissible uses associated with the zoning district.

The Governor's Mansion

The subject parcels currently have two Future Land Use Map designations: Central Urban and Government Operational. The property consists of ± 6.69 acres is located inside the Urban Service Area.

Government Operational Land Use

The Government Operational future land use category (Policy 2.2.16 in the Land Use Element) allows Community Services, Light Infrastructure, Heavy Infrastructure, and Post-Secondary

schools, that provide for the operation of and provision of services on property owned or operated by local, state and federal government. The government facilities may include services and uses provided by private entities operating on property owned by the local, state, or federal government. These facilities include, but are not limited to:

Airports*	Offices
Correctional Facilities	Outdoor Storage Facilities
Courts	Police/Fire Stations
Electric Generating Facilities	Sanitary Sewer Percolation Ponds
Electric Sub-Stations	Sanitary Sewer Pump Stations
Health Clinics	Sanitary Sewer Sprayfields
Libraries	Vehicle Maintenance Facilities
Incinerators	Waste to Energy
Materials Recovery Facilities	Water Tanks
Museums	Water Treatment Plants
Postal Facilities	Water Wells

*Includes services and uses provided by private entities that are commonly located at commercial service airports.

Proposed Future Land Use Map Designations & Zoning Districts

Central Urban Land Use

The Central Urban Land Use category is characterized by older developed portions of the community that are primarily located adjacent to or in close proximity to the urban core and major universities (Policy 2.2.8 in the Land Use Element). The category is intended to provide a variety of residential types (up to 45 du/ac), employment (includes light manufacturing), office and commercial activities. Infill and potential redevelopment and/or rehabilitation activity should be encouraged. Actual siting of land uses within the category is dependent on implementing zoning districts. Roadway access standards are determined by application of land development regulations. Land use intensity is intended to be higher (up to 20,000 sq. ft. for minor commercial uses; up to 100,000 sq. ft. for neighborhood commercial uses; and up to 200,000 sq. ft. for community commercial uses) due to the presence of requisite capital infrastructure and location of employment and activity centers.

Government Operational-1 Zoning District

The Government Operational-1 (GO-1) district is intended to be located in areas designated as Government Operational on the Future Land Use Map. The primary function of this district is to provide for the operation of and provision of services by local, state and federal government. The provisions of this district are intended to allow facilities that are defined within the Land Development Code as Community Services, Light Infrastructure and Post- Secondary uses. Principal uses within this zoning district include:

Courts	Police/ Fire Stations
Government Offices	Sanitary Sewer Pump Stations
Postal Facilities	Health Clinics
Water Wells	Electric Sub Stations
Water Tanks	Libraries
Museums	

Reasons for Changing Future Land Use Map Designations & Zoning Districts

The existing Historical Conservation zoning district for the Grove is now defunct and the property is intended to be utilized as a museum, not solely for recreational purposes. The Government Operational land use category is recommended because the land is owned and operated by the state of Florida. The Government Operational Future Land Use Map category accurately reflects a restriction in the warranty deed limiting the use to a museum of Florida history. The Government Operational-1 zoning district is recommended as it allows for government offices and museums and is appropriate for the intended use of the property.

The Governor's Mansion currently has multiple Future Land Use Map categories and zoning districts. Currently the property is designated as Central Urban-45 and Government Operational-1. The proposed amendment seeks to provide the Governor's Mansion parcels with a Central Urban Future Land Use map category and Government Operational-1 Zoning District.

The Governor's Mansion operates as a museum and is owned by the state of Florida. The Government Operational-1 zoning district is recommended as it allows for government offices and museums and is appropriate for the current use of the property. The proposed Central Urban Land Use category is intended for commercial, office, and a variety of residential uses. The Florida Department of Management Services, Governor's Mansion Commission, and the Florida Department of Environmental Protection requested the Central Urban Land Use category be considered along with expanding the amendment area to include the Governor's Mansion Greenhouse property.

Historic Preservation Overlay

The Grove and the Governor's Mansion, with the exception of the Governor's Mansion Greenhouse property, are within a Historical Preservation Overlay. According to Sec. 10-317 of the Tallahassee-Leon County Land Development Code:

“The HPOs shall be added to: properties listed in the Local Register of Historic Places, all properties zoned HC by the city, and any HPO districts in the city and county. Properties listed on the National Register of Historic Places within the downtown special character districts shall also be zoned with an HPO. The underlying zoning district and permitted uses in the HPO areas shall remain undisturbed by the creation of an HPO...”

The proposed rezoning will not disturb or alter the Historic Preservation Overlay.

E. ENVIRONMENTAL FEATURES & IMPACT ON INFRASTRUCTURE:

1. Environmental Features:

The subject properties are within the Lake Munson drainage basin. County environmentally sensitive maps currently indicate no protected or other significant environmental features onsite. A small area of severe and significant grades is located on the east end of parcels #21-25-20-419-000-1 and #21-25-45-000-002-0, and in several locations within Parcel #21-36-40-173-386-5. However, these are manmade. An onsite Natural Features Inventory may reveal the presence of other unknown environmental features.

2. Water/Sewer: City water and sewer service are presently available for the subject parcels.

3. Other:

Roads: North Monroe is a principal arterial and its Level of Service (LOS) is "D." North Duval is a minor arterial and its LOS is "D \ E." East Brevard Street is major collector and its LOS is "D." West 3rd is an unclassified road; the LOS for this road is "D." East Georgia Street is an unclassified road; the LOS for this road is "D".

Bicycle/Pedestrian Facilities Availability: There are sidewalks available along North Monroe, East Brevard Street and West Georgia Street.

Mass Transit Availability: The subject properties and surrounding area are serviced by Star Metro's Evergreen and Big Bend Routes.

4. Schools: Non-Residential, no impact to schools.

F. CONCLUSION:

Based on the above data and analysis, Planning Department staff concludes the following:

1. The Central Urban category more accurately reflects the current and planned uses of the Governor's Mansion and the Grove.
2. The proposed amendment and accompanying rezoning eliminate areas designated with the now obsolete "Historic Conservation" zoning district.
3. The Historic Preservation Overlay will be maintained over the properties, with the exception of the Governor's Mansion Greenhouse property.

Based on this analysis and its conclusions, Planning Department staff recommends approval of this amendment.

ATTACHMENT #15
STAFF REPORT – PCM140108

MAP AMENDMENT # PCM140108

APPLICANT: Leon County Board of County Commissioners

TAX I.D. #: 1412200020000 (100 acres)

CITY _ COUNTY X

CURRENT DESIGNATION: Rural

REQUESTED DESIGNATION: Governmental Operational

DATE: January 8, 2014

PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCM140108.

A. SUMMARY:

This is a request to change the Future Land Use Map designation for one parcel totaling approximately 100 acres from Rural to Governmental Operational. The parcel is located east of Thomasville Road/U.S. Highway 27 at the intersection of Proctor Road. This parcel was purchased by Leon County to create an active recreation park in an underserved area of the County.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The sole intent of the purchase of the subject parcel by Leon County is to provide an active recreation park for citizens living within the Urban Services Area.
2. The proposed land use change for the subject parcel to Government Operational for an active recreation park is consistent with past County and City land use planning practices.
3. Government Operational is an appropriate Future Land Use Map designation to support the intended use.

C. APPLICANT'S REASON FOR THE AMENDMENT:

The subject parcel was purchased by Leon County to establish an active recreation park (the "Northeast Community Park") for citizens within the Urban Service Area. As part of the Board of County Commissioners' decision to purchase this parcel, staff was directed, upon acquisition of the property, to initiate a Comprehensive Plan Map amendment to change the designation of the property from Rural to Government Operational.

D. STAFF ANALYSIS

Current Future Land Use Map & Zoning Designations

The subject parcel currently has a Future Land Use Map and zoning designation of “Rural.” This parcel is outside the Urban Service Area boundary.

Rural Future Land Use

The intent of the Rural land use category is to identify largely undeveloped acreage located away from urbanized areas containing the majority of the County's present agricultural, forestry and grazing activities, maintain and promote present and future agriculture land uses, and to prohibit residential sprawl into remote areas lacking basic urban infrastructure services, and restrict any other urban land use activities during the Plan Horizon due to the lack of present and/or scheduled urban infrastructure services.

The Rural land use category allows very low residential density (1 unit per 10 acres) and minimal commercial designed to service basic household needs of adjacent residents, as well as passive recreational land uses. Industrial and ancillary commercial land uses associated directly with the timbering and/or agribusiness are permitted.

Rural Zoning

The Rural zoning district is intended to be located in those areas of the County designated as Rural on the Future Land Use Map. The intent and restrictions are identical to that of the Rural FLUM category. The allowable uses include:

- (1) Agricultural
- (2) Minor commercial
- (3) Low density residential
- (4) Passive recreation
- (5) Active recreation
- (6) Community services
- (7) Light infrastructure
- (8) Heavy infrastructure
- (9) Postsecondary

Proposed Future Land Use and Zoning

Government Operational Future Land Use

The Government Operational Future Land Use category (Policy 2.2.16 in the Land Use Element) allows Community Services, Light Infrastructure, Heavy Infrastructure, and Post Secondary, that provide for the operation of and provision of services on property owned or operated by local, state and federal government. The government facilities may include services and uses provided by private entities operating on property owned by the local, state, or federal government. These facilities include, but are not limited to:

Airports*	Offices
Correctional Facilities	Outdoor Storage Facilities
Courts	Police/Fire Stations

Electric Generating Facilities	Sanitary Sewer Percolation Ponds
Electric Sub-Stations	Sanitary Sewer Pump Stations
Health Clinics	Sanitary Sewer Sprayfields
Libraries	Vehicle Maintenance Facilities
Incinerators	Waste to Energy
Materials Recovery Facilities	Water Tanks
Museums	Water Treatment Plants
Postal Facilities	Water Wells

*Includes services and uses provided by private entities that are commonly located at commercial service airports.

Open Space Zoning

The Open Space (OS) zoning district is intended to provide areas within the community for the resource conservation and passive or active recreational facility needs of the community. The OS District may be applied to publicly or privately owned lands where preservation of natural features is desired. Permitted uses include:

- (1) Agriculture
- (2) Cemeteries
- (3) Nature centers and related administrative and service facilities
- (4) Open space, natural areas, conservation areas and wildlife management areas
- (5) Outdoor passive and active recreational facilities, including trails
- (6) Silviculture
- (7) Stormwater management facilities

Reasons for Changing Future Land Use Map & Zoning Designations

The purpose of this land acquisition project is to create an active recreation park (the “Northeast Community Park”), including ball fields, in an area of the County where there are not enough similar facilities to meet the current and projected demand for such facilities. The current land use designation does not allow active recreation parks. Therefore, to be consistent with the Comprehensive Plan, the Board of County Commissioners authorized and directed staff to initiate a proposed amendment to the Future Land Use Map.

The Government Operational land use category was recommended by staff because Recreation/Open Space as described by Policy 2.2.14 of the Land Use Element only allows active recreation facilities if the site is within the USA or a rural community. Since the site is outside the USA, Governmental Operational is a more appropriate land use category. The recommended Open Space zoning will allow active recreation facilities, while limiting the use of the site to its intended purpose as a park.

There are several active recreation parks that have a Government Operational land use designation. These include Leon County’s Apalachee Regional Park, Miccosukee Community Park, Canopy Oaks Community Park, the Stoneler Road Park, and the Ft. Braden Community Center. These also include the City of Tallahassee’s James Messer Fields, Trousdell Gymnastics Center & Aquatics Center, and Capital Park. Several parks have co-located land uses that the Government Operational land use designation allows, such as libraries (Ft. Braden Community

Center) and landfills (Apalachee Regional Park). There are no plans for any such uses other than passive and active recreation on the subject parcel.

A zoning application was also submitted by staff as part of this direction. Although the existing Rural zoning designation allows passive and active recreation uses and facilities, the recommended Open Space zoning also allows a variety of active and passive recreation facilities, but also limits the use of the subject parcel to its intended purpose as a park.

Other Planning Issues

The subject parcel is within the Bradfordville Study Area, which is addressed by the Bradfordville Sector Plan. The Sector Plan was adopted by the Board of County Commissioners on July 11, 2000 by ordinance 00-31, which incorporates the Sector Plan by reference.

E. ENVIRONMENTAL FEATURES & IMPACT ON INFRASTRUCTURE:

1. Environmental Features:

This approximately 100-acre site is located within the Lake Iamonia drainage basin. County environmentally sensitive area maps indicate that approximately 22 acres (22 percent of the total subject parcel area) of the subject parcel is floodprone Floodplain Swamp/Floodplain Forest and associated wetlands, and that approximately 16 acres of this area (16 percent of the total area) is within the Lake Iamonia Special Development Zone B. Several small freshwater shrub marshes totaling approximately five acres in area are scattered throughout the area identified as Floodplain Swamp/Floodplain Forest, as well as a half-acre area on the northwest corner of the subject parcel.

The remainder of the site outside the Floodplain Swamp/Floodplain is a mix of Upland Mixed Forest and Planted Pine. Approximately ten acres (10 percent of the total area) of Planted Pine are located in the south half of the subject parcel area, and approximately 19 acres (19 percent of the total area) located north of Proctor Road is indicated by County Development Support and Environmental Management staff as Native Forest.

Approximately 68 acres (68 percent of the total area) of upland forested area north and south of Proctor Road is Gopher Tortoise habitat of varying quality as indicated in a natural features map prepared by Leon County Development Support and Environmental Management staff (Attachment #1). In Florida, the gopher tortoise is listed as Threatened. Both tortoises and their burrows are protected under state law. Gopher tortoises must be relocated before any land clearing or development takes place, and property owners must obtain permits from the Florida Fish and Wildlife Conservation Commission before capturing and relocating tortoises.

Approximately two acres (two percent of the total area) is indicated as significant grades (10-20 percent slope). There are no other known environmentally sensitive features onsite.

2. Water/Sewer: City water and sewer service are not presently available for the subject parcel.

3. Other:

Roads: U.S. Highway 27 North (Thomasville Road) is a principal arterial. Its Level of Service (LOS) standard in the vicinity of Proctor Road is "C." Proctor Road is a minor collector. Its LOS standard is "C."

The present capacity of these roads is within their adopted LOS standards. There are no improvements to these roads scheduled in the Capital Improvements Element.

Transit Availability: There is no transit route to the subject site at this time.

Bicycle/Pedestrian Facilities Availability: Planned off-road bicycling and hiking trails onsite will be developed. No sidewalks exist on any other adjacent streets or roads at this time. This change will enhance bicycle & pedestrian recreational opportunities within the County.

4. Schools: No Impact based on no allowable residential development onsite.

F. CONCLUSION:

Based upon the above data and analysis, Planning Department staff concludes the following:

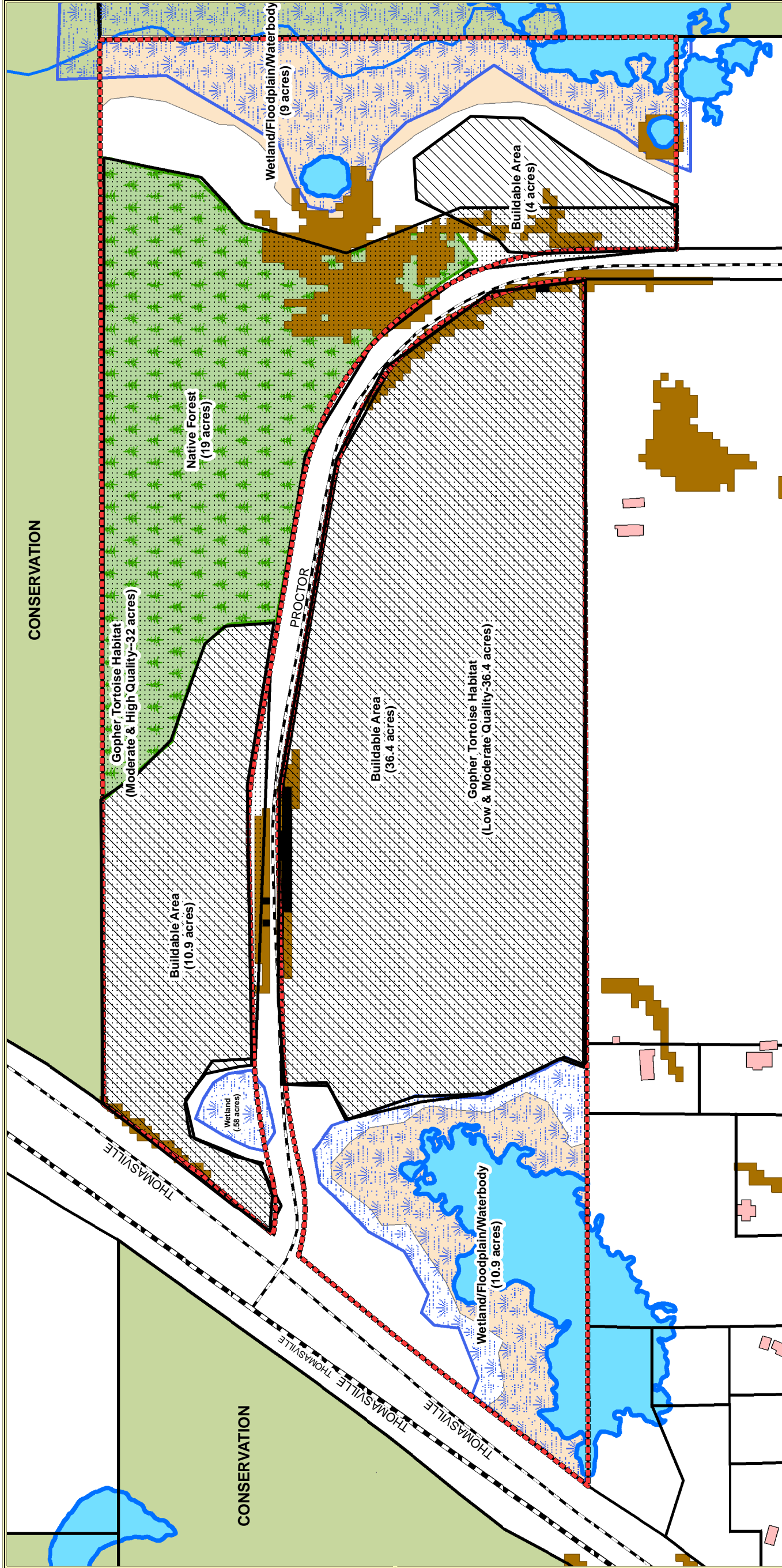
1. The sole intent of the purchase of the subject parcel by Leon County is to provide an active recreation park for citizens living within the Urban Services Area.
2. The proposed land use change for the subject parcel to Government Operational for an active recreation park is consistent with past County and City land use planning practices.
3. Government Operational is an appropriate Future Land Use designation to support the intended use.

Based on this analysis and its conclusions, Planning Department staff recommends approval of this amendment.

G. ATTACHMENTS:

Attachment #1: Natural Features Map

Proposed Northeast Community Park Natural Features Map



Legend

- Tortoise Habitat
 - Wetland
 - Native Forest
 - Floodplain
- Grades**
- Severe Grade
 - Significant Grade
 - Buildable Area



1 Inch = 300 Feet



NOTE: This product has been compiled from the most accurate source data from Leon County, the City of Tallahassee, and the Leon County Property Appraiser's Office. However, this product is for reference purposes only and is not to be construed as a legal document or survey instrument. Any reliance on the information contained herein is at the user's own risk. Leon County, the City of Tallahassee, and the Leon County Property Appraiser's Office assume no responsibility for any use of the information contained herein or any loss resulting therefrom.

ATTACHMENT #16
STAFF REPORT – PCM140109

MAP AMENDMENT # PCM140109

APPLICANT: Leon County Board of County Commissioners

TAX I.D. #: 14-31-20-004-000-0 (480 acres); 14-32-20-002-000-0 (306 acres); 14-29-20-602-000-0 (77 acres)

CITY X COUNTY

CURRENT DESIGNATION: Lake Protection & Residential Preservation

REQUESTED DESIGNATION: Recreation/Open Space

DATE: January 8, 2014

PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCM140109.

A. SUMMARY:

This is a request to change the Future Land Use Map designation of three parcels totaling approximately 858 acres from Lake Protection & Residential Preservation to Recreation/Open Space. These three parcels are located east of Meridian Road between Maclay and Miller Landing roads, and were purchased by the State of Florida to add to the existing Alfred B. Maclay Gardens State Park. The Florida Department of Environmental Protection supports the proposed amendment.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The sole intent of the purchase of the subject parcels by the State of Florida was to provide a passive recreation park.
2. The proposed land use change for the subject parcels to Recreation/Open Space for a passive recreation park is consistent with past County and City land use planning practices.
3. Recreation/Open Space is an appropriate Future Land Use designation to support the intended use.

C. APPLICANT'S REASON FOR THE AMENDMENT:

The subject parcels were purchased by the State of Florida in 1994 to expand the existing Alfred B. Maclay Gardens State Park. The land use and zoning designations for these three parcels were never updated to reflect the intent and existing use of the property. Planning staff recently noted this discrepancy as part of a larger planning project for the Lake Jackson watershed area, and recommended the proposed amendment.

D. STAFF ANALYSIS

Current Future Land Use Map & Zoning Designations

The three subject parcels currently have a mix of Future Land Use Map categories, including Lake Protection (LP), Residential Protection (RP), and Government Operational (GO). The majority land use designation is LP, and it comprises 95 percent of the subject parcels. There are three small areas of RP comprising approximately 29.7 acres (3.4 percent), and a narrow corridor of GO comprising approximately 12.8 acres (1.5 percent) that is an electric utility easement traversing the subject area from north to south. The Future Land Use Map designation for this utility corridor will not change. Because the subject parcels are almost all designated as LP, this analysis will discuss that land use category only.

The subject parcels also have a mix of zoning designations, including Lake Protection, Residential Protection, and Residential Protection – 1. Because the subject area is almost all designated as Lake Protection, this analysis will discuss this zoning category only. The subject parcels are within the incorporated area, and wholly within the Urban Services Area.

Lake Protection Future Land Use Category

Policy 2.2.18 in the Land Use Element creates the Lake Protection land use category. This category was created to address documented scientific concerns regarding the degradation and continuing pollution of Lake Jackson. The category is based on the lake basin boundary, adjusted to include contributing watersheds, but excluding existing, more intensely developed areas south of Interstate 10.

Lake Protection Zoning Category

The purpose and intent of the lake protection district is to regulate activities in the area immediately adjacent to and affecting Lake Jackson while protecting that water body and its ecosystem. The lake protection district's location is based on the lake basin boundary adjusted to include undeveloped areas and existing less intensely developed areas. The lake protection district allows residential uses of one unit per two acres, or one unit per gross acre if clustered on 25 percent of the property. This cluster option is designed to leave large areas of land undisturbed within this zoning district.

Industrial, office and commercial uses are prohibited in this category in the city limits. Urban services are intended for this category inside the urban service area. The allowable uses in this zoning district include:

- (1) Low density residential
- (2) Passive recreation
- (3) Active recreation
- (4) Community services

Proposed Future Land Use and Zoning

Recreation/Open Space Future Land Use

The Recreation/Open Space land use category is intended for government-owned lands which have active or passive recreational facilities, historic sites, forests, cemeteries, or wildlife

management areas, and privately owned lands which have golf courses, cemeteries, or wildlife management areas. Permitted uses include passive recreation and silviculture. Active recreation facilities are included if the site is within the Urban Services Area or a rural community.

Open Space Zoning Category

The Open Space (OS) zoning district is intended to provide areas within the community for the resource conservation and passive or active recreational facility needs of the community. The OS District may be applied to publicly or privately owned lands where preservation of natural features is desired.

Reasons for Changing Future Land Use & Zoning Designations

The original purpose of this land acquisition project was to expand the existing Alfred B. Maclay Gardens State Park. The land use and zoning designations for these three parcels were never updated to reflect the intent and existing use of the property. Although the Lake Protection zoning category allows passive and active recreation parks, the Lake Protection land use category is intended to create low-density residential uses.

To be consistent with the Comprehensive Plan, the Recreation/Open Space land use designation is a more appropriate land use category for the subject parcels. Although the existing Rural zoning designation allows passive and active recreation uses and facilities, the recommended Open Space zoning also allows a variety of active and passive recreation facilities, but also limits the use of the subject parcel to its intended purpose as a park.

E. ENVIRONMENTAL FEATURES & IMPACT ON INFRASTRUCTURE:

1. Environmental Features:

This approximately 858-acre site is located within the Lake Jackson drainage basin. County environmentally sensitive area maps indicate that approximately 156.6 acres (18 percent) of the total subject parcel area is identified as waterbodies surrounded by floodprone areas, including the entirety of Lake Overstreet. Two large natural ravines drain into a smaller waterbody that drains into Lake Overstreet, and a third ravine drains south eventually into Lake Jackson. Lake Overstreet is hydrologically connected to Lake Hall during periods of high water. Lake Hall is located within the existing Alfred B. Maclay Gardens State Park.

There are several areas of Floodplain Swamp/Floodplain Forest and freshwater shrub marshes scattered throughout the subject parcel area that are associated with the existing waterbodies and ravines. The remainder of the site outside the waterbodies and Floodplain Swamp/Floodplain is a mix of Upland Mixed Forest with scattered areas of significant and severe grades. Approximately 95 acres (11 percent of the total area) has been identified by County Development Support and Environmental Management staff as regulated native forest. This includes areas dominated by native hardwoods including Mockernut Hickory, Bigleaf Magnolia, Live Oak, and American Beech, and other native species such as Loblolly and Longleaf pines.

2. Water/Sewer: City water and sewer service are presently available for the subject parcel.
3. Other:

Roads: Access to the subject parcels is from the developed portion of Alfred B. Maclay State Park to the east or from Meridian Road along the western boundary. The Meridian Road access is via a multiuse trailhead that is accessed from the City of Tallahassee's Forest Meadows sports complex on the west side of Meridian Road, which is almost immediately south of the intersection of Miller Landing Road.

North Meridian Road is a minor arterial. Its Level of Service (LOS) standard for the segment between Maclay Road and Miller Landing Road is "D," and its present operating standard is "D." There are no improvements to this road segment scheduled in the Capital Improvements Element.

Transit Availability: StarMetro's Dogwood Route goes past Maclay Road on Thomasville Road Monday through Friday, but there is no stop yet established in this location. There is no transit route established along Meridian Road north of Interstate – 10.

Bicycle/Pedestrian Facilities Availability: An extensive system of off-road bicycling and hiking trails currently exists within the subject parcels. A sidewalk segment exists on the east side of Meridian Road along the frontage of Maclay School only. There are no funded plans to build a sidewalk along Meridian Road at present.

4. Schools: No impacts to local school populations are anticipated based on the fact that there will be no allowable residential development on the subject parcels.

F. CONCLUSION:

Based upon the above data and analysis, Planning Department staff concludes the following:

1. The sole intent of the purchase of the subject parcels by the State of Florida was to provide a passive recreation park.
2. The proposed land use change for the subject parcels to Recreation/Open Space for a passive recreation park is consistent with past County and City land use planning practices.
3. Recreation/Open Space is an appropriate Future Land Use designation to support the intended use.

Based on this analysis and its conclusions, Planning Department staff recommends approval of this amendment.

ATTACHMENT #17
STAFF REPORT – PCT140111

TEXT AMENDMENT #: PCT140111

APPLICANT: City of Tallahassee Growth Management Department

TEXT/POLICY I.D. #: Suburban Future Land Use Category/ Policy 2.2.5 [L]

CITY X COUNTY X

DATE: January 8, 2014

PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCT140111

A. SUMMARY:

This is a request to amend the Future Land Use Element of the Tallahassee-Leon County Comprehensive Plan to address the per-parcel development limitations within the Suburban future land use category (Attachment #1). Current policies within the Suburban future land use category restrict large-scale developments and discourage parcel amalgamation due to the existing 200,000 square feet per parcel development limitation. Unintentionally, this limitation encourages the subdivision of parcels to accommodate large-scale developments and lengthens the development review process for applicants. Removing this limitation will improve local economic and development opportunities for parcels currently designated within the Suburban future land use category. The proposed text amendment will not affect environmental or concurrency requirements related to future development.

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The proposed amendment will remove arbitrary per-parcel development restrictions from the Suburban future land use category which currently discourage large-scale development, such as large-scale distribution centers, in areas where these uses are allowed by the Comprehensive Plan.
2. The proposed amendment will remove the per-parcel development restriction of 200,000 square feet which encourages the subdivision of parcels to accommodate large-scale developments and lengthens the development review process for applicants.
3. The proposed amendment will increase the efficiency of the development approval process by removing the need for unnecessary parcel subdivisions, saving both time and money for developers and local government.
4. The proposed amendment will improve local economic and development opportunities for parcels currently designated within the Suburban future land use category
5. The proposed amendment will not affect environmental or concurrency requirements related to future development.

C. PROPOSED TEXT/POLICIES:

Please see proposed revisions to the Suburban future land use category (Attachment #1).

D. APPLICANT'S REASON FOR THE AMENDMENT:

The proposed revisions to the Suburban future land use category were initiated by the City of Tallahassee Growth Management Department and were prompted by the need to address the current per-parcel development limitations within this future land use category, which requires developers to subdivide parcels to achieve densities and intensities currently allowed within implementing zoning districts.

E. STAFF ANALYSIS

The Suburban future land use designation allows the most intense development patterns within the Tallahassee-Leon County Comprehensive Plan. The greatest allowable intensities are designated within the Urban Pedestrian Center, Suburban Corridor, and Commercial Medical, development patterns. Allowed intensities range between 20,000 – 80,000 square feet of development per acre. Although the intensity of allowable development is large, developers are often limited by the 200,000 square feet per parcel limitation on developments. The proposed text amendment will remove this ceiling limitation but does not propose any changes to existing development pattern intensities as listed in the Comprehensive Plan.

The former Ramada Inn property at 2900 North Monroe Street is a recent example of the problem with the existing per parcel limitation. Developers have indicated an interest in redeveloping this property but are delaying plans to move forward due to the existing limitation. The property is approximately 13 acres and, per the allowed intensities of the development pattern, property owners would expect to be allowed to develop 275,000 square feet. However, because of the per-parcel development limitation, the maximum allowable intensity could only be achieved by subdividing the property into two parcels. The subdivision process is costly and time-consuming for both developers and staff.

F. FINANCIAL IMPACT

The proposed amendment will increase the efficiency of the development approval process by removing the need for unnecessary parcel subdivisions, saving both time and money for developers and local government.

G. CONCLUSIONS:

Based on the above data and analysis, Planning Department staff recommends approval of the amendment request for the following reasons:

1. The proposed amendment will remove arbitrary per-parcel development restrictions from the Suburban future land use category which currently discourage large-scale

development, such as large-scale distribution centers, in areas where these uses are allowed by the Comprehensive Plan.

2. The proposed amendment will remove the per-parcel development restriction of 200,000 square feet which encourages the subdivision of parcels to accommodate large-scale developments and lengthens the development review process for applicants.
3. The proposed amendment will increase the efficiency of the development approval process by removing the need for unnecessary parcel subdivisions, saving both time and money for developers and local government.
4. The proposed amendment will improve local economic and development opportunities for parcels currently designated within the Suburban future land use category
5. The proposed amendment will not affect environmental or concurrency requirements related to future development.

H. ATTACHMENTS:

Attachment #1: Proposed Changes to the Suburban Future Land Use Category Text

Policy 2.2.5: [L]

SUBURBAN (*Effective 3/14/07*)

To create an environment for economic investment or reinvestment through the mutually advantageous placement of employment and shopping opportunities with convenient access to low to medium density residential land uses. Employment opportunities should be located near residential areas, if possible within walking distance. This category recognizes the manner in which much of Tallahassee-Leon County has developed since the 1940s. The category predominantly consists of single-use projects that are interconnected whenever feasible. Mixed-use projects and the principles of traditional neighborhood developments are encouraged, though not required. The Suburban category is most suitable for those areas outside of the Central Core. However, additional areas inside the Central Core may be designated as appropriate based on existing land use pattern.

To complement the residential aspects of this development pattern, recreational opportunities, cultural activities, commercial goods and services should be located nearby. To reduce automobile dependency of residents and employers alike, mass transit stops should be located at large commercial centers and appropriate street and pedestrian connections established between commercial and residential areas. Except within mixed use centers, larger scale commercial development should be buffered from adjacent residential neighborhoods.

Development shall comply with the Suburban Intensity Guidelines. Business activities are not intended to be limited to serve area residents; and as a result may attract shoppers from throughout larger portions of the community.

Suburban Intensity Guidelines (Effective 3/14/07)

Development Patterns	Allowed Land Uses	Gross Residential Density	Non-Res Intensity	Percentage Mix of Uses
Low Density Residential	Residential, Recreation, Light Infrastructure & Community Service	0 to 8 units/acre ⁽⁴⁾	10,000 sq. ft. per acre	65-80%
Low Density Residential Office	Residential, Office, Recreation, Light Infrastructure & Community Service	0 to 8 units/acre ⁽⁴⁾	10,000sq. ft. per acre ⁽⁵⁾	
Medium Density Residential	Residential, Recreation, Light Infrastructure & Community Service	8 to 16 units/acre	20,000 sq. ft. per acre	
Medium Density Residential Office	Residential, Office, Ancillary 1 st Floor Commercial, Recreation, Light Infrastructure, Community Service & Post Secondary Schools	8 to 20 units/acre	20,000 sq.ft. per acre ⁽⁶⁾	
Village Center	Residential, Office, Commercial up to 50,000 sq ft, maximum business size. Centers shall not be located closer than 1/4 mile to another village center or commercial development including more than 20,000 sq ft of floor area.	8 to 16 units/acre	12,500 sq.ft. per acre per parcel for center 20 acres or less ⁽⁷⁾	
Urban Pedestrian Center	Residential, Office, Commercial up to 200,000 sq ft , Recreation, Light Infrastructure & Community Service	6 to 16 units/acre ⁽³⁾	Up to 20,000 sq ft/acre ⁽³⁾	35-50%
Suburban Corridor	Residential, Office, Commercial up to 200,000 sq ft per center , Recreation, Light & Heavy Infrastructure & Community Service	Up to 16 units/acre	Up to 25,000 sq ft/acre ⁽⁸⁾	
Medical Center	Residential, Office, Commercial up to 200,000 sq ft per center , Recreation, Light Infrastructure & Community Service	6 to 20 units/acre ⁽¹⁾	80,000 sq ft/acre ⁽²⁾	
Business Park	Office, Residential and Commercial,	Up to 16 units/acre	20,000 sq ft/acre	
Light Industrial	Office, Commercial up to 10,000 sq ft per business, Light Industrial, Recreation, Light & Heavy Infrastructure, Community Service & Post Secondary Schools and ancillary residential	1 unit / development	20,000 sq ft /acre ⁽⁹⁾	5-10%

Notes:

- (1) 8 units/acre minimum for exclusively residential;
- (2) Hospitals up 176,000 sq ft/acre;
- (3) 20 units/acre and 40,000 sq ft/acre for multiple use development; Combined residential and non-residential development may have up to 40,000 SF and up to a six story building. Residential use, office use and commercial use ~~up to 200,000 SF per parcel~~ is allowed.
- (4) Low Density Residential and Residential Office development patterns can have a minimum of 1 unit per acre if water and sewer are not available.
- (5) The maximum square footage is increased to 12,500 SF if the project is a mixed-use development.
- (6) The maximum square footage increases to 40,000 SF per acre and maximum height increases to six stories if 50% of parking is structured. This provision only applies to areas previously designated as Mixed Use C
- (7) 250,000 SF of total development permitted on 20 to 30 acre centers.
- (8) Storage areas may be 50,000 SF per acre. Office and Retail ~~up to 200,000 SF per parcel~~ is allowed.
- (9) Storage areas may be 50,000 SF per acre.

While mixed land uses are encouraged in the Suburban Future Land Use Category, the more prevalent pattern will be a compatibly integrated mix of single-use developments that include low and medium density residential, office, retail and light industrial development. Allowed land uses within the Suburban Future Land Use Category shall be regulated by zoning districts which implement the intent of this category, and which recognize the unique land use patterns, character, and availability of infrastructure in the different areas within the Suburban Future Land Use Category. In those areas lacking the necessary infrastructure, the Land Development Regulations may designate a low intensity interim use. Any evaluation of a proposed change of zoning to a more intensive district shall consider, among other criteria, the availability of the requisite infrastructure.

ATTACHMENT #18
STAFF REPORT – PCT140112

TEXT AMENDMENT #: PCT140112

APPLICANT: Board of County Commissioners

TEXT / POLICY I.D.: Policy 2.2.18 of the Land Use Element

CITY __ COUNTY X

DATE: January 9, 2014

PRELIMINARY STAFF RECOMMENDATION: Approve Amendment PCT140112

A. SUMMARY:

This proposed policy amendment was recommended by the Planning Department and authorized by the Leon County Board of County Commissioners at a workshop on November 19, 2013. The amendment is intended to eliminate the ½-acre minimum lot requirement for cluster developments in the unincorporated areas of the Lake Protection future land use category where sewer facilities are available (see Attachment 1).

B. REASONS FOR RECOMMENDATION FOR APPROVAL:

1. The proposed amendment is consistent with action taken unanimously by the Leon County Board of County Commissioners to direct staff to eliminate the ½-acre minimum lot requirement for cluster developments in the LP future land use category in the County.
2. The ½ acre lot limitation in Policy 2.2.18 [L] is not necessary because Policy 1.2.1 of the Sanitary Sewer Sub-Element specifies a minimum 1/2 acre lot size for development utilizing septic tanks.
3. This proposed amendment can help provide flexibility for design issues when central sewer is available, and can provide additional environmental protections and sustainability for Lake Jackson through the increase of size and quality of open space areas associated with permitting smaller lot sizes in cluster development within the Lake Protection future land use category.

C. PROPOSED POLICY CHANGE:

See Attachment 1.

D. APPLICANT'S REASON FOR THE AMENDMENT:

This amendment is intended to encourage sustainable development by providing increased design flexibility through the provision of smaller lots, which can be more easily located away from environmentally sensitive features, and by increasing more walkability through the provision of sidewalks and trails, which are more cost-effective in more dense developments.

E. STAFF ANALYSIS

At a Leon County Board of County Commissioners (Board) workshop held on November 19, 2013, the Board discussed a suite of recommendations intended to encourage sustainable development in the Lake Protection future land use category. At that meeting, the Board directed staff to move forward with eliminating the ½ acre minimum lot size in cluster developments where sewer is available within the unincorporated area of the Lake Protection land use category. The proposed amendment implements this direction.

The Lake Protection category in the Comprehensive Plan is a protection land use category that is specific to the well documented scientific concerns regarding the degradation and continuing pollution of Lake Jackson. The category area is based on the lake basin boundary, adjusted to include undeveloped areas and existing, less intensely developed areas. Located inside the Urban Service Area, the area is intended for urban services but development activities are to be regulated to protect the lake and its ecosystem.

Subsequently, the category allows residential uses of one unit per two acres with clustering options that vary by jurisdiction (City/County). Also allowed in the unincorporated areas of the category are minor office and commercial uses only through the Planned Unit Development. Other commercial and office uses, as well as industrial uses, are prohibited.

In the unincorporated areas of the category, clustering is allowed on 40% of a site at a net density of two (2) units per acre on the developed portion of the property. The remaining 60% of the property must remain in natural open space. These developments currently must have a ½ acre minimum lot size.

The ½ acre minimum lot requirement for cluster development in Lake Protection was included in the Comprehensive Plan to mitigate impacts of development that utilized septic tanks or other onsite treatment and disposal systems. At the time this land use category was developed, the reasoning was that since the majority of the LP category was located in the unincorporated area where central sewer was not available, development would utilize septic tanks or other onsite treatment and disposal systems. However, since the provision of central sewer into many unincorporated areas within the Urban Services Area is now routine, this renders the ½ acre minimum requirement superfluous.

For those projects not having access to sewer, the ½ acre minimum lot requirement will still be in force for developments utilizing onsite septic tanks because the Sanitary Sewer Sub-Element Policy 1.2.1 [SS] provides that “[t]he minimum lot size for septic tanks shall be ½ acre.”

The proposed amendment will remove the ½ acre minimum lot requirement for cluster development within the unincorporated areas of the Lake Protection land use category where centralized sewer is available. The ability to develop smaller lots will help facilitate better project design by providing flexibility in design and environmental protection issues sometimes associated with minimum lot sizes. For instance, environmental features can have less

encroachment and be better managed when they are included in a larger conservation holding instead of divided into individual lots.

This is consistent with, and will further the intent of Conservation Policy 1.3.2 (County/City) which requires development in environmentally sensitive areas to use best management practices with emphasis on designing with nature. This flexibility is also consistent with the idea of making cluster subdivisions more walkable and better connected to existing development nodes through the provision of sidewalks and trails, and a more connected road network to avoid funneling all trips onto one major roadway.

The Leon County Citizens Advisory Water Resources Committee reviewed this proposed amendment on January 6, 2014 at their regular monthly meeting. Based on a concern about increased density that may be allowed without any additional changes in Policy 2.2.18 [L], the Committee voted to recommend to the Board that this amendment be withdrawn from the 2014-1 Cycle, and that this issue be reviewed at a later date as part of a planned amendment to create a common cluster development option for the Lake Protection land use category.

Staff continues to recommend approval of this proposed amendment. Following review by the Water Resources Committee, staff confirmed that removal of the ½ acre lot size requirement will not result in an increase in the number of currently allowed units for new developments. Removal of the ½ acre lot size limit will provide greater flexibility in the layout of a new subdivision in those instances where environmental and other regulated and/or physical constraints exist, and may provide an increased incentive for developers to utilize this option, thereby saving additional lands from development as intended by cluster developments.

F. CONCLUSION:

Based on the above data and analysis, Planning Department staff recommends approval of the amendment request for the following reasons:

1. The proposed amendment is consistent with action taken unanimously by the Leon County Board of County Commissioners to direct staff to eliminate the ½-acre minimum lot requirement for cluster developments in the LP future land use category in the County.
2. The ½ acre lot limitation in Policy 2.2.18 [L] is not necessary because Policy 1.2.1 of the Sanitary Sewer Sub-Element specifies a minimum 1/2 acre lot size for development utilizing septic tanks.
3. This proposed amendment can help provide flexibility for design issues when central sewer is available, and can provide additional environmental protections and sustainability for Lake Jackson through the increase of size and quality of open space areas associated with permitting smaller lot sizes in cluster development within the Lake Protection future land use category.

G. ATTACHMENTS:

Attachment #1: Proposed Changes to the Lake Protection Future Land Use Category Text